



City of  
**Coeur d'Alene**  
IDAHO

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

The City continues the primary focus of the Annual Action Plan to benefit the LMI citizens of Coeur d'Alene. The City of Coeur d'Alene is funding one Community Opportunity Grant project for The Shepard's Table; this program is allowed for a variety of eligible projects. The community opportunity grant program is a competitive and/or informal bid proposal that will be awarded based on the review of the City's Ad Hoc Committee. This housing project was selected during PY 2014 for PY 2015 funding. The LMI residents will also benefit from the Emergency Minor Home Repair & Accessibility Program (EMRAP) program's continuation this year due to popular demand. New for this year is a program within the Neighborhood Revitalization goal to address urgent code enforcement and emergency sewer/water line breaks. The final project planned for this year includes more sidewalk repairs to bring the sidewalks into ADA conformance within LMI census tracts. The specific project area has yet to be determined, however a general project outline will have it located within Census Tract 14 between Harrison Avenue and Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south).

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City's plans for allocation priorities is focused toward the number of persons who can be helped and by identifying projects that will produce the best benefit for the investment. One of the larger budget items for Plan Year 2015 is a Community Opportunity Grant project for The Shepard's Table. This project was selected in PY 2014 and will receive a grant in the amount of \$119,330; this grant will provide housing to their LMI clients while they attend the KTEC Vocational School. The majority of their clients are recovering from some sort of addiction, or have some form of a disability, or both. Community grant projects may be located anywhere as long as the beneficiaries are LMI residents of Coeur d'Alene. Providing grants to existing organizations allows the City to be efficient with their CDBG grant funds while preventing a duplication of services. The City's EMRAP program, will receive \$50,000, and is available to homeowners within the City limits who meet the income eligibility and program requirements. This program occurs throughout the community, as it is not a geographically based program. The EMRAP program has been very successful in the past seven years and continued project funding is frequently requested in public forums. New for this year is a program within the Neighborhood Revitalization goal to address urgent code enforcement and emergency sewer/water line breaks. This program will have a budget of \$20,000. Funding for sidewalks has been determined as another priority using \$43,510; a general project outline will have it located within Census Tract 14

between Harrison Avenue and Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south). The proposed budget allocates 80% of all funds to be utilized to benefit LMI. The average over the past seven years has been 82% annually of funding used for LMI benefit, due to the remaining funds being used for administration with an average of \$500 allocated towards fair housing education and activities.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Coeur d'Alene will continue to foster partnerships to help further our goals as outlined in our current Consolidated Plan. The update of the Housing Needs Assessment and Analysis of Impediments to Fair Housing Choice, to be completed June 2015, will be a very valuable tool for deciding future projects and potential partnerships. The City has a history of working with partners to help increase the number of LMI housing opportunities for its citizens. The City's very popular Emergency Minor Repair and Accessibility Program has successfully helped approximately 86 LMI homeowner's complete emergency repairs to their homes. Most repairs include; roof repairs or replacement, furnace replacement, hot water heater replacement, accessibility issues and sewer abatement issues. This always popular program has already received applications for PY 2015 funding.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The Annual Action Plan was made available to the public March 2, 2015. Copies could be obtained on the City's website or by request at City Hall. As required by the City's Citizen Participation Plan a 30-day public comment period was held from March 2, 2015 to April 7, 2015. This notice was advertised in local newspaper on March 2, 2015. The City's 120 stakeholders were directly contacted via email or hand delivery. Two public forums were held on March 26, 2015 and March 27, 2015. These forums combined the Housing Needs Assessment, Analysis of Impediments to Fair Housing Choice, and the Annual Action Plan information. One public comment on the Annual Action Plan was received during the first workshop, requesting more funding to help the homeless in Coeur d'Alene. No additional public comments were received at the public hearing held during the regular City Council Meeting April 7, 2015.

### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Two public forums were held on March 26, 2015 and March 27, 2015. Public comments could be received until the public hearing held during the regular City Council Meeting April 7, 2015. One public comment was received during the March 26th forum, requesting funding for the homeless in Coeur d'Alene. The City continues to work with the largest homeless service provider in the region, St. Vincent de Paul, to find partnership opportunities. St. Vincent de Paul was awarded a community services grant in 2013 to expand their community kitchen which serves the homeless population and will now act as a warming shelter during the cold months.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were accepted regarding the PY 2015 Annual Action Plan.

## **7. Summary**

The City will continue their efforts to further Fair Housing Activities including continued financial support to help organize and attend Fair Housing training workshops in the Coeur d'Alene and Spokane, WA area. The City spends an average of \$500 dollars a year in Fair Housing training and materials. Using PY 2014 funds the City advertised for consulting firms to complete and updated the Housing Needs Assessment and the Analysis of Impediments to Fair Housing (A/I). The firm chosen, BBC Research, will complete the assessment and A/I by June 2015. The City is currently working with HUD, the City of Spokane, City of Spokane Valley, Spokane County and other housing agencies on the next Regional Fair Housing Conference scheduled for April 23, 2015.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	COEUR D'ALENE	
CDBG Administrator		Panhandle Area Council, Inc.
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Coeur d'Alene is under contract with Panhandle Area Council for preparation of the Annual Action Plan and administration of the CDBG funds.

**Consolidated Plan Public Contact Information**

Renata McLeod, City of Coeur d'Alene, 710 Mullan Avenue, Coeur d'Alene, ID 83814; email: renata@cdaid.org; phone: 208-769-2231, and

Sherri Wastweet, Panhandle Area Council, 11100 N. Airport Drive, Hayden, ID 83835; email: swastweet@pacni.org; phone: 208-772-0584 ext 3023

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The Annual Action Plan was developed with a strong emphasis on community input. Our current 120 stakeholders were contacted during the development of the Annual Action Plan. The entire list of Community Stakeholders/Interested groups is included as an Attachment. The City also consulted with organizations that assist special needs and low-income populations, such as the Trinity Group Homes, Inc. and St. Vincent de Paul. Each of the aforementioned agencies/organizations were emailed to promote participation in the Annual Action Plan Planning Process. During the 30-day public comment period, the Annual Action Plan was posted on the City's website and available for review at City Hall.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City held two public forums to gather public input about the City's greatest housing and community development needs, including the needs of special populations. The public forums included an identification of gaps that are not being met, yet could be potentially eligible for CDBG funding in the areas of homelessness, housing, community health and economic development. The City contacts all members of their stakeholders list regarding any public forums, public hearings and funding opportunities available. Stakeholders include St. Vincent de Paul (Continuum of Care), Idaho Housing and Finance Association (Public Housing), Kootenai Health, Panhandle Health District, Veteran's Services, State Department of Health and Welfare, Dirne Community Health Services, Aadvent Community Health Services and Heritage Health to name a few.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Region I Homeless Coalition, headed by St. Vincent de Paul, covers all five counties of North Idaho. The City and/or their CDBG Administrator regularly attends these meetings for awareness and coordination to address the needs of the homeless and persons at risk of homelessness within Coeur d'Alene. Discussions at these meeting include region wide issues such as homelessness, mental health services, veteran's services etc. The City's CDBG Administrator uses these monthly meeting to keep these agencies up to date on the City's CDBG Program and lets them know what, if any, funding is coming up available.

### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate**

**outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

St. Vincent de Paul of North Idaho receives and allocates Emergency Solutions Grant (ESG) funds. The City does not develop performance standards, evaluate outcomes or develop funding, policies and procedures for the administration of HMIS, as it does not administer HMIS.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	ST. VINCENT DE PAUL
	<b>Agency/Group/Organization Type</b>	Housing Services-homeless Services-Education Services-Employment Service-Fair Housing Contium of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
2	<b>Agency/Group/Organization</b>	NORTH IDAHO HOUSING COALITION
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy



	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
3	<b>Agency/Group/Organization</b>	TRINITY GROUP HOMES
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
4	<b>Agency/Group/Organization</b>	TESH, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
5	<b>Agency/Group/Organization</b>	NIC WORKFORCE DEVELOPMENT
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
6	<b>Agency/Group/Organization</b>	HABITAT FOR HUMANITY
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
7	<b>Agency/Group/Organization</b>	FAMILY PROMISE
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
8	<b>Agency/Group/Organization</b>	IDAHO HOUSING AND FINANCE ASSOCIATION
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-homeless Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Families with children Homelessness Strategy Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.

9	<b>Agency/Group/Organization</b>	Community Action Partnership
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Service-Fair Housing Food Bank
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
10	<b>Agency/Group/Organization</b>	DEPARTMENT OF COMMERCE
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.

11	<b>Agency/Group/Organization</b>	KOOTENAI COUNTY
	<b>Agency/Group/Organization Type</b>	Other government - County Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
12	<b>Agency/Group/Organization</b>	PANHANDLE HEALTH DISTRICT
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Panhandle Health District began keeping records of children with elevated lead levels in 2007. Since 2007 there have been 3 reported cases of children in Coeur d'Alene with elevated lead levels. No information is available as to how their lead levels were up. Kootenai County borders Shoshone County which has an EPA designated Superfund site within its borders. Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.

13	<b>Agency/Group/Organization</b>	North Idaho AIDS Coalition (NIAC)
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Services-Health Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.
14	<b>Agency/Group/Organization</b>	KOOTENAI MEDICAL CENTER
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education Health Agency Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint Strategy Mental Health Services
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.

15	<b>Agency/Group/Organization</b>	Womens Center, Inc. dba North Idaho Violence Prevention Center
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims Child Welfare Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Each Agency/Group/Organization were initially contacted through email notification for consultation and coordination. Several organizations were consulted more in depth for information regarding specific information on homeless, non-homeless special needs, and housing problems.

**Identify any Agency Types not consulted and provide rationale for not consulting**

The City's CDBG administrator has consulted with other agencies such as the Children's Village regarding shelter needs, low income housing needs and homelessness needs of **unaccompanied youth** in the Coeur d'Alene area. Some agencies are not recognized through the IDIS system so they are not listed as a consultant. The City has awarded funding to the before mentioned program and will again contact all of our stakeholders when funding is available in the future.

The Union Gospel Mission is another organization that the City has worked closely with since they expanded across state lines from Washington. They offer a long-term residential recovery center for women with children and women with substance abuse problems. They also offer short-term emergency help on a limited basis including food, shelter, clothing, one-on-one and group therapy sessions, life-skills classes, and a medical clinic are just some of the resources available by this privately funded organization.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	ST VINCENT DE PAUL	Currently working on an update to the Region 1 - 10 Year Plan to stop Homelessness.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**



## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The Annual Action Plan was developed with a strong emphasis on community input. This information was also placed on the City's web page.

The Region I Homeless Coalition (also known as the Continuum of Care Committee) meet monthly. At each meeting the City's CDBG Administrator verbally shared with the group the Annual Action Plan process and the public forum date and any potential funding opportunities available through an application process. The stakeholders were emailed the public forum information directly.

The City followed its Citizen Participation Plan to place notices in the Coeur d'Alene Press, the area newspaper of general circulation. The notices appeared at least 7 days prior to the public forum for input on goals and strategies. The notices also provided information on additional ways for citizens to participate in the process. As stated in the City's Citizen Participation Plan the public comment periods are strictly followed and will be at least 15 to 30 days, depending on which program process is in need of input. The public forums included a presentation on existing goals and strategies, followed by a hands-on working session to obtain public input.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Stakeholders List via email	One citizen attended the public forum held March 26, 2015; Seven citizens attended the public forum held March 27, 2015	One comment received March 26, 2015 - requested more funding be made available for the homeless problems in downtown Coeur d'Alene.	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	One citizen attended the public forum held March 26, 2015; Seven citizens attended the public forum held March 27, 2015	One comment received March 26, 2015 - requested more funding be made available for the homeless problems in downtown Coeur d'Alene.	n/a	
3	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Public Hearing held April 7, 2015 - 6:00 p.m.	No public comments received during public hearing.	n/a	

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Coeur d'Alene does not have any anticipated resources at its disposal for the Strategic Plan, other than CDBG funding. The City hopes to have a partnership with at least one project using one of the following to leverage CDBG funds: Tax Credit, HUD 811, HUD 202 or HOME funds, over the next five years.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	291,050	0	0	291,050	574,286	

Table 5 - Expected Resources – Priority Table

#### Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Coeur d'Alene receives no federal funding in addition to CDBG for housing and non-housing community development and there are no matching requirements for the City's CDBG program. IHFA is the Public Housing Authority (PHA) for the region and administers the Section 8

program. The estimated amount available to assist households through the Housing Choice Voucher Program during Plan Year 2014 is \$2,005,536 in the City of Coeur d'Alene and \$4,244,929.47 in total for Region I. Under the Project-Based Section 8 Program IHFA spent \$269,268.00 in Coeur d'Alene. Under the HUD Direct Program, IHFA spent \$1,420,938.00 in the City.

Although the City of Coeur d'Alene is not a direct recipient of any IHFA funding/grants, the projected amount of funding for the Coeur d'Alene area is approximately \$3,500,000 through Supportive Housing Program (SHP) and Emergency Shelter Grants (ESG), including Community Housing Development Organization (CHDO) funding and Homelessness Prevention and Rapid Re-housing (HPRR) grants. These funds are managed by St. Vincent de Paul as the recipient of IHFA funding for north Idaho and they have assisted over 2,050 individuals into housing with these funds within Kootenai County during 2014. The Helping Empower Local People (H.E.L.P.) Center, a one-stop-shop, in Coeur d'Alene is the focal point for outreach and service to individuals and families seeking assistance.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

St. Vincent de Paul leases and manages the 106 Homestead Avenue 7-Unit LIHTC apartment facility owned by the City. This property was purchased by the City to protect its LMI status. Currently no other public land has been identified as a potential project for this plan year. The Housing Needs Assessment, to be completed this program year, will be used to help determine any future potential partnerships for LMI Housing.

**Discussion**

Additional resources from private, state and local funds will be leveraged as opportunities arise for the City to partner with in order to further each goal in this plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	1-Increase For Sale Affordable Housing	2013	2018	Affordable Housing			CDBG: \$0	
2	2-Increase Affordable Rental Housing	2013	2018	Affordable Housing Homeless Non-Homeless Special Needs			CDBG: \$0	
3	3-Sidewalk Accessibility	2013	2018	Non-Housing Community Development		ADA modifications to public facilities Sidewalk Repairs/Accessibility	CDBG: \$43,510	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	4-Neighborhood Revitalization	2013	2018	Non-Housing Community Development		Property Acquisition for Benefit of LMI Persons Water/Sewer Improvements Sidewalk Repairs/Accessibility Substance abuse/mental health Housing Rehabilitation Code Enforcement	CDBG: \$189,330	Homeowner Housing Rehabilitated: 8 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 2 Household Housing Unit Other: 12 Other
5	5-Economic Development	2013	2018	Non-Homeless Special Needs		Job Training LMI Business	CDBG: \$0	Jobs created/retained: 0 Jobs Businesses assisted: 0 Businesses Assisted
6	6-Public Service	2013	2018	Non-Homeless Special Needs			CDBG: \$0	Other: 0 Other

**Table 6 – Goals Summary**

### Goal Descriptions

1	<b>Goal Name</b>	1-Increase For Sale Affordable Housing
	<b>Goal Description</b>	
2	<b>Goal Name</b>	2-Increase Affordable Rental Housing
	<b>Goal Description</b>	

3	<b>Goal Name</b>	3-Sidewalk Accessibility
	<b>Goal Description</b>	LMI Census Tract Sidewalk Improvements - a general project outline will have it located within Census Tract 14 between Harrison Avenue and Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south)
4	<b>Goal Name</b>	4-Neighborhood Revitalization
	<b>Goal Description</b>	These funds will be used for the EMRAP - Emergency Minor Repair and Accessibility Program and the Community Opportunity Grant for the Shepard's Table.  The Shepard's Table will be purchasing a large home to rehabilitate and house up to 12 individuals at any give time while they attend vocational training at K-Tech.
5	<b>Goal Name</b>	5-Economic Development
	<b>Goal Description</b>	
6	<b>Goal Name</b>	6-Public Service
	<b>Goal Description</b>	

**Table 7 – Goal Descriptions**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City is not a recipient of HOME funds therefore this is not applicable.



## AP-35 Projects – 91.220(d)

### Introduction

Plan year 2014 brought the conclusion of the four year Habitat for Humanity Project. The City's CDBG program funded the infrastructure improvements that allowed Habitat for Humanity to complete a four unit home project. With completion of this long-term project the City now has four new LMI homeowners.

The City of Coeur d'Alene is funding one Community Opportunity Grant project; which is allowed for a variety of eligible programs. This program is a competitive and/or informal bid proposal that will be awarded based on the review of the City's Ad Hoc Committee. This years project will fund a housing project for The Shepards Table. City residents will also benefit from the EMRAP programs continuation this year due to popular demand. The final project planned for this year includes more sidewalk repairs to bring the sidewalks into ADA conformance within LMI census tracts. This specific project area has yet to be determined; however, a general project outline will have it located within Census Tract 14 between Harrison Avenue and Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south).

A draft copy of the Annual Action Plan was made available to the public March 2, 2015. Copies could be obtained on the City's website or by request at City Hall. As required by the City's Citizen Participation Plan a 30-day public comment period was open from March 2, 2015 to April 7, 2015. The notice was advertised in the local newspaper on March 2, 2015. The City's 120 stakeholders were contacted directly via email or hand delivery. Two public forums were held on March 26, 2015 and March 27, 2015. These forums combined the update of the Housing Needs Assessment and Analysis of Impediments to Fair Housing Choice along with the Annual Action Plan information. One public comment was received during the March 26th forum, requesting funding for the homeless in Coeur d'Alene. The City continues to work with the largest homeless service provider in the region, St. Vincent de Paul, to find partnership opportunities. St. Vincent de Paul was awarded a community services grant in 2013 to expand their community kitchen which serves the homeless population and will now act as a warming shelter during the cold months. No public comments were received at the public hearing held during the regular City Council Meeting April 7, 2015.

#	Project Name
1	Emergency Minor Home Repair & Accessibility Improvements Program (EMRAP)
2	Sidewalk Accessibility
3	Community Opportunity Grants Program
4	General Administration

**Table 8 – Project Information**

## **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The City's plan for allocation priorities is focused toward the number of persons who can be helped and identifying projects that will produce the best benefit for the investment. One of the larger budget items, in the amount of \$119,330, for Program Year 2015 is to fund one Community Opportunity Grant project. The Community Opportunity Grants are applied through a competitive and/or informal process; appropriate projects may be located anywhere as long as the beneficiaries are LMI residents of Coeur d'Alene. Providing grants to existing organizations allows the City to be efficient with their CDBG grant funds while preventing a duplication of services. The City's Emergency Minor Home Repair & Accessibility Program (EMRAP) will receive \$50,000 and is available to homeowners within the City limits who meet the income eligibility and program requirements. This program occurs throughout the community, as it is not a geographically based program. The EMRAP program has been very successful in the past seven years and continued project funding is frequently requested in public forums. More applications are received than can be funded every year however, in the past, funding for EMRAP has been increased if needed, using several sources within the CDBG fund such as general administration or the sidewalk funds, if this activity was completed under budget. All applications that are not funded during any program year are funded the following year if the homeowner still meets the income requirements. A new allocation has been included in the Neighborhood Revitalization fund for \$20,000. This fund will be utilized to address urgent code enforcement violations and emergency sewer or water line ruptures. Funding for sidewalks has been determined as another priority using \$43,510 of the allocation for these improvements; a general project outline will have it located within Census Tract 14 between Harrison Avenue and Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south).

The City works closely with other housing rehab agencies in the area such as Habitat for Humanity and Community Action Partnership to help homeowners that either do not qualify for EMRAP or need emergency help after the current EMRAP funding has been expended. The administrator will help guide all homeowners, even those outside of the city limits, to the agency that can most likely give them the help they need.

The proposed budget allocates 80% of all funds to be utilized to benefit LMI. The average over the past seven years has been 82% annually of funding used for LMI benefit, due to the remaining funds being used for administration and fair housing education and activities.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Emergency Minor Home Repair & Accessibility Improvements Program (EMRAP)
	<b>Target Area</b>	
	<b>Goals Supported</b>	4-Neighborhood Revitalization
	<b>Needs Addressed</b>	Water/Sewer Improvements Sidewalk Repairs/Accessibility Housing Rehabilitation Code Enforcement
	<b>Funding</b>	CDBG: \$70,000
	<b>Description</b>	Minor home repair grants for \$5,000 or less. Emergency code enforcement - Water and Sewer line breaks.
	<b>Target Date</b>	3/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	At least 8 LMI homes will be rehabilitated. Income verification is required and only those in the city limits of Coeur d'Alene are eligible for this program. 100% LMI Benefitted.
	<b>Location Description</b>	This program is available to all LMI residents within city limits.

	<b>Planned Activities</b>	The program provides for up to \$5,000 in grant funds for emergency repair, accessibility improvements, and other minor repairs that relate to the correction of hazardous building conditions that threaten the health and safety of the homeowner or the soundness of their home. Eligible work includes, but is not limited to: repairing of electrical, plumbing, sewer, water, or heating system; repair leaking roof; installation of ramps, grab bars, and lever hardware; and the creation of accessible pathways, including sidewalk repair/replacement. Emergency code enforcement and water/sewer projects.
<b>2</b>	<b>Project Name</b>	Sidewalk Accessibility
	<b>Target Area</b>	
	<b>Goals Supported</b>	3-Sidewalk Accessibility
	<b>Needs Addressed</b>	ADA modifications to public facilities Sidewalk Repairs/Accessibility
	<b>Funding</b>	CDBG: \$43,510
	<b>Description</b>	Sidewalk repair/replacement within LMI Census block areas. Specifically from Harrison Avenue to Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south). All are in Census Tract 14.
	<b>Target Date</b>	3/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The City will repair and replace sidewalks within LMI majority census tract throughout the City using CDBG funding, they in turn leverage the identical amount spent to complete the same work in non LMI census tract areas so that all residents reap the benefits of these projects. Most sidewalk projects will benefit at least 400 to 500 LMI residents.
	<b>Location Description</b>	These projects take place all over the city as needed and it falls within an LMI census tract.
	<b>Planned Activities</b>	Sidewalk repair/replacement within LMI Census block areas. Specifically from Harrison Avenue to Front Street (these roads run east/west) and between 3rd Street and 7th Street (these roads run north/south). All are in Census Tract 14.
<b>3</b>	<b>Project Name</b>	Community Opportunity Grants Program

	<b>Target Area</b>	
	<b>Goals Supported</b>	4-Neighborhood Revitalization
	<b>Needs Addressed</b>	Property Acquisition for Benefit of LMI Persons Substance abuse/mental health
	<b>Funding</b>	CDBG: \$119,330
	<b>Description</b>	This is a generalized allocation reserved for community projects as needs are identified within the community a project application may be made to the City requesting CGO funds. A competitive and/or informal process may be used to determine if an applicant's project will be awarded. Appropriate projects may be located anywhere providing the beneficiaries are LMI residents of Coeur d'Alene.
	<b>Target Date</b>	3/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The goal is to house at least 12 individuals at any given time while they attend the K-Tech School to learn a valuable trade to help advance them into a higher paying job. All individuals will have come from the prison system or rehab and will be housed at this facility while they attend school and for a period of time after they begin working to get on their feet.
	<b>Location Description</b>	Undetermined - There are several properties being assessed.
	<b>Planned Activities</b>	The Shepard's Table will purchase a home for individual's with substance abuse problems. These individuals will also be working on job training and skill training through the K-Tech training facility.
<b>4</b>	<b>Project Name</b>	General Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$58,210
	<b>Description</b>	Contract for Grant Administration Services, advertisements, training, brochures, fair housing education etc.

	<b>Target Date</b>	3/31/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	Contract for Grant Administration Services, advertisements, training, brochures, fair housing education etc.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Coeur d’Alene, Idaho is located on the north shore of Lake Coeur d’Alene and extends north to Hayden. The eastern portion of Coeur d’Alene is bordered by the jurisdictions of Fernan Lake and Dalton Gardens, which have autonomous governing bodies, but share a zip code with Coeur d’Alene. To the west are the cities of Huetter and Post Falls.

The City of Coeur d’Alene does not have significant, dense areas of low-income residents nor are there areas of racial/minority concentration; the total minority population (2009-2013 ACS) is less than 6%. The City of Coeur d’Alene does use Census Tract mapping when conducting planning activities for projects under the CDBG Entitlement program (for example sidewalk repair/replacement).

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City’s planning is focused toward the number of persons who can be helped, and identifying projects that will produce the best benefit for the investment, rather than being geographically focused.

### **Discussion**

Not applicable.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Due to the City of Coeur d'Alene's relatively limited CDBG funding most affordable housing programs available to Coeur d'Alene residents are funded through the Low Income Housing Tax Credit (LIHTC) program, the HOME program, the Project-Based Section 8 program, and the Section 8 Housing Choice Voucher program. Combining the LIHTC, HOME, and Project-Based Section 8 programs, there are 929 family units, 461 elderly units, and 175 handicapped accessible units in Coeur d'Alene offering subsidized rental housing.

As of January 2015, there were 14 LIHTC and HOME developments in Coeur d'Alene. These developments have 604 family units, 145 units for seniors, and at least 125 units accessible to persons with disabilities. Whitewater Development recently completed construction of a 60 unit LIHTC complex, without CDBG funds, of which 53 units serve 40% to 50% AMI households.

The City continues to look for partnership opportunities for LMI housing needs. The City's updated Housing Needs Assessment and Analysis of Impediments to Fair Housing Choice, being completed this year, will help determine which future projects and partnerships will best benefit the LMI citizens of Coeur d'Alene.

In 2011 an Analysis of Impediments to Fair Housing Choice (AI) included discussions on land use controls, zoning ordinances, building codes, and fees and charges. While this report is focused on fair housing it also provides valuable insight into affordable housing and the general housing climate in the City of Coeur d'Alene. The flexibility in the laws and awareness of housing issues by the leadership positions of the City assists in making the City both a desirable place to have and build affordable housing. The 2011 AI identifies no barriers in the community due to the above listed issues. The City has an even disbursement of residential, commercial, and industrial zoning with many areas of mixed use facilitating affordable housing near areas that offer jobs for the residents. Minimum lot sizes are among the lowest in the state, pocket residential has no lot size or setback minimums, and accessory dwelling units are allowed in all zoning districts with no special permits required; these are all identified as favorable conditions compared to industry accepted barriers. Investigation into tax policies, growth limitations, and policies affecting the return on investment also reveal no significant barriers. In fact, the City has an incentive program called the Density Bonus Incentive which allows downtown projects to use a larger footprint of the parcel than current code generally allows as long as new workforce housing is built as part of the project. The workforce housing can be located on the same site or somewhere within the downtown core and its immediate surrounding district.



<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	12
Special-Needs	0
Total	12

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	10

**Table 12 - One Year Goals for Affordable Housing by Support Type**

## **Discussion**

Habitat for Humanity of North Idaho used CDBG funds to construct infrastructure that supports a four-unit housing development in mid-town Coeur d'Alene. These homes were made available for sale to LMI residents. The first housing unit was occupied during the 2010 calendar year, the second in 2011, and the third in 2012. Although the fourth and final home was completed in 2013, an eligible applicant was not found for the home until late 2014, at which time the home was occupied and the program data was concluded. Providing homes for purchase by low/moderate income persons is a goal of the City, but one that takes more time and resources than other City goals.

By June 30, 2015 the City will have an updated Housing Needs Assessment completed. This report will give the City valuable insight into affordable housing issues and the general housing climate in the City of Coeur d'Alene. The City has flexibility in their laws and awareness of housing issues by their leadership positions which assist in making the City both a desirable place to have and build affordable housing.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Coeur d'Alene does not oversee a PHA and there are no public housing units in the City.

### **Actions planned during the next year to address the needs to public housing**

IHFA serves the housing needs of the Idaho Panhandle, including the City of Coeur d'Alene. IHFA has an established system for providing service, which is well received within the region.

IHFA administers the HUD Direct and Section 8 Project Based Subsidies as well as the Housing Choice Voucher program in the City of Coeur d'Alene. During 2014 IHFA put approximately \$1,690,206 into Coeur d'Alene for project-based HUD Direct and Section 8 activities. The Housing Choice Voucher program provided \$2,005,536 in vouchers to 444 families in the City of Coeur d'Alene. In total Region I received \$4,244,929 used to assist 1,104 families. The estimated amount available to assist households during Plan Year 2015 is based on 2014 figures and projected to be approximately the same.

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

The City of Coeur d'Alene agreed to have the North Idaho Housing Coalition (NIHC) administer the Neighborhood Stabilization (NSP) funds. NIHC works within Kootenai County. Of the 56 families assisted since 2009, 12 have been City residents. The City of Coeur d'Alene strongly supports NIHC's goal to help provide affordable workforce home ownership.

NIHC works with families that are LMI; approximately 30% of the total families assisted are at 50% of the median and below and 80% of the total families assisted are at 120% of the median and below. NIHC spent \$7,770,738 through 2014 in NSP funding throughout the Kootenai County area. New funding is expected for 2015; however, funding has not been received to date.

Through the use of the NSP funding, NIHC works to acquire foreclosed homes and rehabilitates them as needed. The homes are then marketed to potential buyers that meet the NSP qualifications. NIHC assists qualified buyers with closing costs and mortgage reductions, based on need. Buyers obtain a mortgage loan through the lender of their choice and sale proceeds are returned to the NSP program managed by IHFA.

NIHC requires participants to contribute a minimum of \$500 toward the housing purchase and to participate in credit counseling if needed. Participants also contribute to the community by donating community service time through the Deeds of Distinction program. Several local non-profits have benefitted from over 400 hours of service, such as the Food Bank, St. Vincent de Paul, Family Promise, United Way, Special Olympics and numerous churches and schools.

NIHC is expected to receive additional HOME funds to be used in 2015 to assist families with incomes at or below 80% of the area median income in purchasing a home. This program is similar to the NSP program (purchase, rehabilitation, and reselling) but is not limited to foreclosed properties.

The City continues to support NIHC and its accomplishments.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The PHA has not been designated as troubled, and the City feels it would be redundant, expensive, and inefficient for the City of Coeur d'Alene to attempt to create a jurisdictional service separate from the current program. The likelihood of failure is unforeseeable; however, if the system were to fail, the City would work with the State and local service organizations to determine the best method of forming a new system.

**Discussion**

The City continues to consider all partnership opportunities that may arise with local and statewide agencies for affordable housing projects within the city limits of Coeur d'Alene for LMI residents.

By June 30, 2015 the City will have an updated Housing Needs Assessment and Analysis of Impediments to Fair Housing Choice (AI) completed. The AI will focus on fair housing while the other will give the City valuable insight into affordable housing issues and the general housing climate in the City of Coeur d'Alene. The City has flexibility in their laws and awareness of all housing issues by their leadership positions which assist in making the City both a desirable place to have and build affordable housing.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City receives no funding beyond their CDBG Entitlement for the homelessness activities. St. Vincent de Paul distributes McKinney-Vento funding through the COC, ESG, and S+C. During 2014 approximately \$639,715 was used to provide 82 different types of services to approximately 2,000 (unduplicated) individuals, including clothing, food, utility, rental assistance, and vouchers.

The City will continue to support the efforts of local service providers and the School District through the updated 10-Year Plan to End Homelessness.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

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

The City's 10-Year Plan to End Homelessness Committee combined with the Region 1 Homeless Coalition Committee and is now known as the Region 1 Homeless Coalition Committee. The committee estimates that in 2014 there were 522 homeless individuals on the street, in shelters, or in transitional housing in Region 1. Aggregate statistics are collected for Region 1, not just Coeur d'Alene, but Coeur d'Alene is part of the coordination for this effort. Over \$5.5 million in services is already being provided in Coeur d'Alene and the surrounding community. Approximately 17,000 points of service were provided to the homeless, including warming shelters, which open when the temperature falls below 25 degrees. Housing First, administered by St. Vincent de Paul, is a model that has been promoted by the federal government and used as funding allows.

Currently, the Region 1 Homeless Coalition Committee is working toward focusing on one identified area per year to increase understanding and results in specific efforts. The one-stop-shop concept of the H.E.L.P. Center became reality in 2008 and continues to assist a majority of the people in need throughout the county.

Homelessness is a chronic problem and may never be totally eliminated. Some barriers to ending homelessness such as poor and non-existent housing stock and lack of jobs can be addressed by local governments, though correcting these problems are not quick, easy, or inexpensive.

Barriers created or exacerbated by the homeless individuals are varied, as are the methods to mitigate those barriers. Lack of education, job training, and financial management skills can be provided through government-funded programs; the success of those efforts is unpredictable and not always permanent, and depends on a certain level of commitment by the homeless individual. Barriers involving health and mental health issues require different, and often more expensive resources.

Plans and programs can provide resources, encouragement, even a system of rewards or punishments, but no one solution will work for everyone. The City and other partners in the Plan to End Homelessness will concentrate their efforts on helping as many persons as possible, using all resources at their disposal.

The 10-Year Plan to End Homelessness will be a living document; implementation and periodic reviews of the Plan are vital to the success of the plan. The City and partner agencies intend to work with and include citizens that are homeless and/or have been homeless to find and address gaps in the system.

The full plan is available on the City's website at:

<http://www.cdaid.org/72/departments/municipal/ten-year-plan-to-end-homelessness>

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

The City works closely with local organizations such as St. Vincent de Paul, NIHC, IHFA, the Region 1 Homeless Coalition (Continuum of Care) and other government and non-profit organizations to identify areas of need and appropriate activities to mitigate the problems as resources allow.

For persons experiencing homelessness and women who are domestic violence victims, there are six emergency shelters in the County to assist them: The Children's Village (unaccompanied youth services), St. Vincent de Paul Women's Shelter, St. Vincent de Paul Men's Shelter, St. Pius Church, the North Idaho Violence Prevention Center and the OASIS Post Falls Police Department (which is the only county wide emergency shelter located outside of Coeur d'Alene). Together, these shelters provide beds to 68 people in need of housing due to homelessness.

Family Promise of North Idaho is an interfaith effort to assist homeless families achieve independence. The focus of Family Promise is to keep families together by allowing them to sleep in one of seventeen local host churches, for a week at a time for up to 90 days. Families receive support services, food, and a temporary safe place to sleep until they get into alternative housing.

Fresh Start, now operated by St. Vincent de Paul, provides a drop-in facility for the homeless and mentally ill to clean up and receive clothes and food. They also offer computers with internet connection to facilitate job searches and communication with family and other support systems. A mail drop address is provided to further the communication support services they offer. Fresh Start stays open all night, beginning at 7:00 p.m., when the temperatures are expected to drop below 25 degrees and a free medical clinic, Dirne Community Health Center, is available every Thursday morning and some Saturdays.

Union Gospel Mission is a faith-based organization out of Spokane, Washington that has recently expanded across state lines. They offer a long-term residential recovery center for women with children and women with substance abuse problems. It is located in the northern part of Coeur d'Alene. The City

granted a special use permit to better facilitate their expansion. Short-term emergency help is also available on a limited basis. Food, shelter, clothing, one-on-one and group therapy sessions, life-skills classes, and a medical clinic are some of the resources available by this privately funded organization.

Under a HPRP grant, St. Vincent de Paul has been tracking accomplishment in two categories: homeless prevention and rapid re-housing. Under the homeless prevention program 86 have been served. Additionally, St. Vincent de Paul operates a homeless family shelter under an Angel Arms grant they received providing funding for ten single unit apartments for chronically homeless individuals. The program also provides intensive weekly case management, which begins with self-sufficiency plan that includes job training services, substance about counseling, Life Skills classes, parenting classes, and financial literacy classes.

**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 Region 1 Homeless Coalition Committee describes the following approaches to combat homelessness in the Coeur d'Alene area, which will continue to be the focus areas of the City's efforts: 1. Develop better data collection and coordination of agency efforts; 2. Identify and increase the inventory of available affordable housing stock; 3. Improve economic development opportunities and coordinate the response among local governments; 4. Deploy the Housing First model for Permanent Supportive Housing; 5. Create a one-stop-shop to end the practice of having individuals who are struggling and have no transportation, from being "bounced" from one agency (and location) to the next when seeking services; 6. Increase community awareness to draw new and concerned voices to the table to help win the battle against homelessness.

The Coeur d'Alene School District #271 has identified over 256 homeless children and has taken steps to assist families in working with existing community resources and state resource service providers. It is, and will continue to be, important to work together to surround the families with needed services and long-term housing opportunities. Housing is very important to the child's ability to function in the educational environment.

The School District is continually working toward removing barriers to education caused by homelessness and poverty. Through the use of school counselors, the District has been able to connect families with services. Often older students are connected directly to services, such as food backpack programs.

Goals/Benchmarks:

- To end homelessness for children within the School District. Strategies: The School District will continue to work with existing organizations to seek resources to house families and provide long term needed assistance.
- Break the generational cycle of homelessness and poverty. Strategies: (1) The School District will work with the homeless coalition and existing organizations to establish a job-training program for parents as well as youth; (2) Continue to provide and increase the number of after-school programs (e.g., CDA for Kids).
- Educate children and families to look at long-term goals. Strategies: A financial literacy program would help to educate families to look toward long-term goals.
- Continue to train District staff regarding the needs of homeless students. Strategies: Provide training materials and contact information.

St. Vincent de Paul operates a number of programs aimed at the transition to permanent housing and independent living such as the Fashions for your Future program that helps those looking for work to look their best. Youth are supported with programs such as Art on the Edge, an after-school program filled with public art projects and festivals teaching youth to use art as a tool for problem-solving, goal setting, self-esteem and community values. Project Safe Place works directly with at-risk-youth and run-away prevention.

An Americorp volunteer has been placed at the local Department of Labor to assist veterans with filling out applications for jobs, college, and scholarships. The volunteer also serves as a resource to connect veterans with services. The 106 Homestead Avenue LIHTC apartment complex currently houses veterans while also being open to all LMI persons upon vacancy.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City does not currently have a discharge policy or have direct responsibility for discharge planning and protocols for persons leaving publicly funded institutions or health care systems. These responsibilities are handled at the State level directly through the Department of Corrections and Health and Welfare for persons still enrolled in their systems as they are required to find suitable housing before discharge.

## **Discussion**

The Region 1 Homeless Coalition (Continuum of Care) and their associated network is always looking to provide those in need with housing, regardless of their history, and ways to add “beds” to the

community. The City attends these monthly meetings and works to find partnerships to leverage additional project funding to further the goals under the 10-Year Plan to End Homelessness.

As stated in the PY 2013-2018 Consolidated Plan under the Non-Homeless Special Needs Assessment, there is a myriad of supportive services in the community managed by other organizations for the non-homeless special needs populations. Goal 6-Public Service was included in the City’s Consolidated Plan. One of the opportunities under this goal is to partner with organizations that serve the non-homeless special needs populations in the community. As projects arise, it is possible that the City can leverage funding to better serve these individuals and families.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total



## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

As discussed in AP-55: Affordable Housing, there are affordable housing units within the city limits, but like the majority of cities, more affordable housing could always be used. The City of Coeur d'Alene encourages and supports affordable housing by looking for partnerships to add to the stock and intends to continue utilizing methods similar to those already used in the past where CDBG funds are leveraged produce the best benefit for the investment. An example of this method is evidenced by projects such as the partnership with Whitewater Development for the Riverstone Apartments in 2010; \$10,000 was used for architecture and engineering costs as leverage for a \$6,350,000 facility with 38 out of 50 rental units reserved for LMI persons. Whitewater Development has completed construction on the Hudson Park Apartments facility with 60 rental units created of which 53 are available for LMI persons, this \$8,905,179 project focused on the 40% to 50% AMI households without any CDBG funding.

### **Actions it planned 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**

The City is currently updating the Analysis of Impediments to Fair Housing Choice (AI) along with an updated Housing Needs Assessment. These new plans will be completed June 2015. In 2011 an Analysis of Impediments to Fair Housing Choice (AI) included discussions on land use controls, zoning ordinances, building codes, and fees and charges. While this report is focused on fair housing it also provides valuable insight into affordable housing and the general housing climate in the City of Coeur d'Alene. The flexibility in the laws and awareness of housing issues by the leadership positions of the City assists in making the City both a desirable place to have and build affordable housing. The 2011 AI identifies no barriers in the community due to the above listed issues. The City has an even disbursement of residential, commercial, and industrial zoning with many areas of mixed use facilitating affordable housing near areas that offer jobs for the residents. Minimum lot sizes are among the lowest in the state, pocket residential has no lot size or setback minimums, and accessory dwelling units are allowed in all zoning districts with no special permits required; these are all identified as favorable conditions compared to industry accepted barriers.

Investigation into tax policies, growth limitations, and policies affecting the return on investment also reveal no significant barriers. In fact, the City has an incentive program called the Density Bonus Incentive which allows downtown projects to use a larger footprint of the parcel than current code generally allows as long as new workforce housing is built as part of the project. The workforce housing can be located on the same site or somewhere within the downtown core and its immediate surrounding district.

## Discussion

The City has realized additional affordable rental housing through the purchase of a 7-unit LIHTC apartment complex located at 106 Homestead Avenue and the completion of a HUD 811 14-unit complex on the neighboring property. Both properties are managed by St. Vincent de Paul who entered into a long term lease with the city for use of these properties.

Other major barriers facing households and individuals trying to obtain homeownership are the limitations regarding home loans for low/moderate income persons. The City has an excellent record of working with local organizations such as Jobs Plus to promote the City as an optimal place to establish a business. The local community college (North Idaho College) and Workforce Development Center provide opportunities for individuals to upgrade and improve employment skills. The City is working with the University of Idaho, Lewis-Clark State College, and Idaho State University to finalize an education corridor and provide better opportunities for residents to reach a level of education or expertise that will assist them in achieving living wage employment while creating additional jobs at the colleges (e.g., professors, service workers, and building maintenance staff).

The City will continue to write letters of support for projects seeking LMI tax credits that fit the goals of the Consolidated Plan. The City continues to seek additional methods of encouraging developers to construct LMI housing. With the help of the new Housing Needs Assessment being completed in June 2015, the City hopes to be able to start new partnerships for LMI housing opportunities.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

Because the City's allocation of HUD funds is relatively small it is difficult to have a significant impact on the local area to further housing goals. The City prefers to reserve its financial resources for the projects already identified with measurable achievements. However, the City intends to continue being available as an educational resource for coordination and management and for letters of support.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to work with local organizations such as St. Vincent de Paul, NIHC, the Region 1 Homeless Coalition Committee (Continuum of Care), IHFA, and other government and non-profit organizations to identify areas of need and appropriate activities to mitigate the problems as resources allow. The H.E.L.P. Center is an excellent start to this process. The innovative partnership lead by St. Vincent de Paul provides office space and basic operating functions in a one-stop-shop so that LMI persons can make inquiries and receive services from employment searches to housing assistance to basic health care. The obstacles to meeting underserved needs are as varied as the individuals who seek assistance. As organizations and agencies record program activities including successes and failures, adjustments are made to the process, to incorporate the most effective methodologies and modify or eliminate those that are not working. The process is ongoing and as flexible (within the confines of established regulations) as possible to address the conditions and circumstances adherent to Coeur d'Alene.

Additionally, the City will continue to advocate to the community, the need for warming shelters and Project Homeless Connect.

### **Actions planned to foster and maintain affordable housing**

The City encourages and supports affordable housing by looking for partnerships to add to the affordable housing stock and intends to continue utilizing methods similar to those already used in the past where CDBG funds are leveraged produce the best benefit for the investment. An example of this method is evidenced by projects such as the partnership with Whitewater Development for the Riverstone Apartments in 2010 where \$10,000 was used for architecture and engineering costs was leveraged to produce a \$6,350,000 facility with 38 out of 50 rental units reserved for LMI persons.

By June 30, 2015 the City will have an updated Housing Needs Assessment. This report will give the City valuable information into affordable housing issues as well as the general housing climate in the City.

### **Actions planned to reduce lead-based paint hazards**

The City distributes lead hazard information pamphlets to any residents seeking information and with

each application for the Emergency Minor Home Repair and Accessibility Improvement Program (EMRAP). The pamphlets are also available on the City's web page and within the customer service center where building permits are issued. Additionally, the City provided pamphlets and information to the local building contractors association. The CDBG administrator has a list of EPA approved and certified lead abatement contractor's that can be used if needed as well as lead testing facilities to complete lead clearance exams as required. The City's CDBG administrator attended environmental training during PY 2013, and along with the City's program administrator, will be attending additional environmental training during PY 2015.

### **Actions planned to reduce the number of poverty-level families**

The City's anti-poverty strategy recognizes that individuals and their situations differ; there are those individuals who are capable of being gainfully employed and those who are not. Persons with debilitating diseases, persons with disabilities, and frail elderly are often limited in their ability to generate household income through employment. On the other hand, full-time employment does not always provide sufficient income to lift a household out of poverty, and income assistance can become a disincentive to work.

The City has committed to a number of strategies to help reduce poverty including partnerships with organizations such as Jobs Plus for job creation and Lake City Development Corporation for economic development to provide better opportunities within the community. Also, there have been improvements to infrastructure including sidewalk repair/replacement in LMI neighborhoods to revitalize them which assists in alleviating burdens allowing people to focus their efforts elsewhere.

The City promotes workforce development and has been a strong supporter of the proposed education corridor, which will provide access for local residents to four institutions of higher learning (University of Idaho, North Idaho College, Lewis-Clark State College, Idaho State University). Additionally the Workforce Development Center offers job training and adult education opportunities beyond standardized secondary education.

Providing services to at-risk-youth is another priority for the City. Coeur d'Alene is diligent in seeking the best childcare regulations and encouraging growth of the industry so that working families can find affordable childcare. The City supports the local Head Start agency and agrees that education is an important step in eliminating the cycle of poverty. The City is pleased to have been a partner in the project to construct a Kroc Community Center in Coeur d'Alene. The Center has exceeded anticipated enrollment several times over since its opening and has a sliding scale for fees, allowing low-to-moderate income families and individuals to benefit from the Center's many programs at little or no cost.

Because transportation costs can be a large portion of the personal budget, the City of Coeur d'Alene is a partner with the Coeur d'Alene Tribe and other local jurisdictions in a regional bus system, CityLink, which provides transportation free of charge. The City contributes approximately \$43,990 annually to

the program plus they pay an annual dues of \$9,955 to CityLink. Mid-size buses, approximately 32 passengers, run established routes from the southernmost point of the Reservation on US Highway 95 to Coeur d'Alene, Hayden, Post Falls and Rathdrum. Three routes have been established, two in the urban areas, and a third (the rural route) which connects the populations centers with the regions to the south. CityLink buses are accessible by ramp for persons who are physically unable to enter by the stairs and equipped with bicycle racks for those are combining modes of transportation. Unfortunately, City Link has experienced some budget cuts which has necessitated the reduction of some stops but the City has relayed the importance to the community of a stop close to the H.E.L.P. Center.

### **Actions planned to develop institutional structure**

Many of the activities to assist low-to-moderate income persons, special needs individuals, the homeless, and other disadvantaged groups in Coeur d'Alene and Kootenai County area are delivered through an assortment of established programs under the direction of established organizations and agencies such as IHFA and the Disability Action Center. Newer programs such as the H.E.L.P. Center, COC, ESG and S+C are overseen by St. Vincent de Paul, or other local not for profit organizations.

Additional non-profit efforts include Family Promise providing transitional housing for family and Community Action Partnership providing food bank services, weatherization, and circles (mentorship) program.

The City of Coeur d'Alene attends meetings on a regular basis to foster a communication network with these agencies and to remain informed regarding local and regional programs. The City provides support as appropriate and practical, including web postings, information on the City's CDATV local broadcast station, distribution of printed materials, consultations and other aid as requested.

The City recognizes that agencies such as IHFA, who have been acting as the PHA for the region for many years, have a well-established, successful, and time-tested process in place to deliver needed services to the area. It is the City's position that programs which are meeting the requirements of the residents should be encouraged to request assistance when needed, and that the City's nominal resources can be best used to support the network of organizations and programs already in place.

The City is the lead agency for the CDBG funding. The City has established goals under their Entitlement program, and works to integrate City planning and projects with the related activities of other agencies in the area using the Citizen Participation Plan, direct email requests, and other various methods of communication to facilitate this goal. The City does not plan to duplicate services of other established and successful programs.

The City's system of institutional structure is strong and well-coordinated, with little duplication of services. Gaps in delivery, if any, are typically a result of reduction in state and/or federal funding to supporting Continuum of Care organizations in their ability to carry out a complete service delivery system.

## **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Coeur d'Alene receives no federal funding in addition to CDBG for housing and non-housing community development. IHFA administers the HUD Direct and Section 8 Project Based Subsidies as well as the Housing Choice Voucher program in the City of Coeur d'Alene. During 2014 IHFA contributed approximately \$1,690,206 into Coeur d'Alene for project-based HUD Direct and Section 8 activities. The Housing Choice Voucher program provided \$2,005,536 in vouchers to 444 families in the City of Coeur d'Alene. In total Region I received \$4,244,929 used to assist 1,104 families. The estimated amount available to assist households during Plan Year 2015 is based on 2014 figures and projected to be approximately the same.

The City has also partnered with St. Vincent de Paul by long-term leasing City owned property at 102 Homestead Avenue. This property is being used to house a HUD 811 project and a 14-unit rental property has been constructed at this site. No CDBG dollars were allocated for use at 102 Homestead Avenue.

The City will continue to attend IHFA quarterly housing roundtables and to support implementation of the 10-Year Plan to End Homelessness, which provides opportunities to discuss issues with most service providers within our community. Additionally, the City will continue attendance, support, and participation at the Region 1 Homeless Coalition meetings (Continuum of Care group).

Additional projected funding for the Coeur d'Alene area of approximately \$3,500,000 will be distributed through St. Vincent de Paul via the COC, ESG, HPRP, CHDO, and other transitional housing grants.

The established H.E.L.P. Center in Coeur d'Alene is the focal point for outreach and service to individuals and families seeking assistance. The City will continue to support and promote these efforts in coordination with the 10-Year Plan to End Homelessness.

The established H.E.L.P. Center in Coeur d'Alene provides a means for homeless, non-homeless and special-needs populations to access services. Numerous organizations and agencies assist LMI persons to participate by maintaining "office space" and conducting appointments at the Center, the services include housing, health care, social services, employment assistance, and Veteran's programs. The H.E.L.P. Center is an innovative partnership in which the City is contributing use of the old library building at a modest rent.

## **Discussion**

The availability of funding is always a key issue in providing necessary services to the community. CDBG funds and other social service funds are vital and if they continue to be cut, as they have in the recent past, more services will be lost and some organizations may not survive. The City's CDBG makes some funds available for public services and/or community grant opportunities to area non-profits in order to

help fill their gaps as program funding allows.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction

The City of Coeur d'Alene does not currently have any planned activities that would call for program income.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%



## **Discussion**

The City of Coeur d'Alene's CDBG funds do not have any other program specific requirements to address at this time. Should any program income begin, HUD regulations would be followed on usage and reporting. No grant funds have been returned to the line of credit.

## Attachments

## Citizen Participation Comments

### CITIZEN COMMENTS AND PARTICIPATION

As required by the City's Citizen Participation Plan a 30-day public comment period was held from March 2, 2015 to April 7, 2015. This notice was advertised in the local newspaper on March 2, 2015. The City's 120 stakeholders were notified via email or hand delivery. Two public forums were held March 26, 2015 and March 27, 2015. One citizen attended the March 26<sup>th</sup> forum and commented on her desire to see more funding made available to help the homeless of Coeur d'Alene, specifically those in the downtown area. No public comments were made by the 7 attendees of the March 27<sup>th</sup> forum. No additional comments were received at the public hearing held during the regular City Council meeting held April 7, 2015.

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	Tony Tenne	208-780-5147	<a href="mailto:tony.tenne@community.idaho.gov">tony.tenne@community.idaho.gov</a>
Idaho Department of Labor	Vicki Isakson	457-8789 x 3917	<a href="mailto:vicki.isakson@labor.idaho.gov">vicki.isakson@labor.idaho.gov</a>
Relocate to Idaho/Jobs Plus	Gynii Abracosa Gilliam	667-4753	<a href="mailto:Gynii@relocateIdaho.org">Gynii@relocateIdaho.org</a>
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	Sherri Wastweet	772-0584 x3023	<a href="mailto:swastweet@pacni.org">swastweet@pacni.org</a>
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Concerned businesses of NI	LaDonna Beaumont		<a href="mailto:ladonnabeaumont@gmail.com">ladonnabeaumont@gmail.com</a>
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Post Falls School District	Jerry Keane	773-1658	<a href="mailto:jkeane@sd273.com">jkeane@sd273.com</a>
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Wells Fargo Advisors			
Mountain West Bank/NIBCA	Judy Morris	763-3432	<a href="mailto:jmmorris@mtnwb.com">jmmorris@mtnwb.com</a>
Panhandle State Bank	Dave Dean	755-2806	<a href="mailto:daved@panhandlebank.com">daved@panhandlebank.com</a>
US Bank	Rick Murray	769-4537	<a href="mailto:richard.murray@usbank.com">richard.murray@usbank.com</a>
<b>Government - City/County</b>			
CDA Mayor	Steve Widmyer		Hand deliver notices
CDA Councilmember	Dan Gookin		Hand deliver notices
CDA Councilmember	Amy Evans		Hand deliver notices
CDA Councilmember	Kiki Miller		Hand deliver notices
CDA Councilmember	Ron Edinger		Hand deliver notices
CDA Councilmember	Steve Adams		Hand deliver notices
CDA Councilmember	Woody McEvers		Hand deliver notices
City of Hayden Admin.	Stefan Chatwin		<a href="mailto:schatwin@cityofhaydenid.us">schatwin@cityofhaydenid.us</a>
City of Hayden Councilmember's	Roger Saterfiel		<a href="mailto:rsaterfiel@kcqov.us">rsaterfiel@kcqov.us</a>

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Kootenai County Commissioner	Dan Green	446-1000	<a href="mailto:kcinfo@kcgov.us">kcinfo@kcgov.us</a>
Kootenai County Grant Writer	Jody Bieze	446-1612	<a href="mailto:jbieze@kcgov.us">jbieze@kcgov.us</a>
Kootenai Sheriff (CDBG Ad Hoc)	Ben Wolfinger	446-1311	<a href="mailto:bwolfinger@co.kootenai.id.us">bwolfinger@co.kootenai.id.us</a>
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Panhandle Health District	Lora Whalen	(208) 415-5100	<a href="mailto:lwhalen@phd1.idaho.gov">lwhalen@phd1.idaho.gov</a>
State Dep. Of H&W - Navigator	Bob Driscoll	665-8864	<a href="mailto:DriscollR@dhw.idaho.gov">DriscollR@dhw.idaho.gov</a>
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Heritage Health	David Two Feathers Smith		<a href="mailto:twofeathers4353@yahoo.com">twofeathers4353@yahoo.com</a>

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	Jayne and Russ Merriman	665-2172	1866 W. Windsor Ave., CDA
North Idaho AIDS Coalition	Stacie Lechot		<a href="mailto:stacie@northidahoaidcoalition.org">stacie@northidahoaidcoalition.org</a>
	Disability Action Center	664-9896	<a href="mailto:cda@dacnw.org">cda@dacnw.org</a>
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	Mike Nash	667-8798	<a href="mailto:mikenash_83501@yahoo.com">mikenash_83501@yahoo.com</a>
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CDA Assoc. of Realtors	Kenn Gimbel	664-9221	<a href="mailto:gimbel@msn.com">gimbel@msn.com</a>
CDA Assoc. of Realtors	Rick Vernon	667-0664	<a href="mailto:rick@cdarealtors.com">rick@cdarealtors.com</a>
Century 21	Carrie Oja		<a href="mailto:coja@21goldchoice.com">coja@21goldchoice.com</a>
Copper Basin Construction	Laura Busson	765-5059	<a href="mailto:laura@copperbasin.com">laura@copperbasin.com</a>
JUB Engineers	Dale Baune, P.E	762-8787	<a href="mailto:dbaune@jub.com">dbaune@jub.com</a>
Local Developer/IHFA board	Jack Beebe	667-0485	
Miller Stauffer Architects	Monte Miller	667-1773	<a href="mailto:monte@millerstauffer.com">monte@millerstauffer.com</a>
NIBCA	Larry Jeffres	765-5518	<a href="mailto:larry@nibca.com">larry@nibca.com</a>
NIBCA	Kris Owens	765-5518	<a href="mailto:info@NIBCA.com">info@NIBCA.com</a>
Pioneer Title Comp.	Cheryl Shippy	664-8254	<a href="mailto:cshippy@pioneerdcda.com">cshippy@pioneerdcda.com</a>
Property Owner	Steve Widmyer		<a href="mailto:swidm10608@aol.com">swidm10608@aol.com</a>
Remax	John Corcoran		<a href="mailto:JohnCorcoran@topProducer.com">JohnCorcoran@topProducer.com</a>
Treaty Rock	Tim Herzog	773-1748	<a href="mailto:timherzog@treatyrock.com">timherzog@treatyrock.com</a>
Underhill Construction, Inc. Past President, NIBCA	Rod Underhill	755-1096	
Welch Comer & Assoc.	Philip Boyd	664-9382	<a href="mailto:phil@welchcomer.com">phil@welchcomer.com</a>
Windermere	Pat Krug		<a href="mailto:patkrug@windermere.com">patkrug@windermere.com</a>
<b>HUD (Send when updating Consolidated Plan)</b>			
Field Office Director	Doug Carlson		<a href="mailto:Doug.Carlson@hud.gov">Doug.Carlson@hud.gov</a>
HUD Region Rep.	Bree McLean		<a href="mailto:Bree.E.Mclean@hud.gov">Bree.E.Mclean@hud.gov</a>

5/19/2015

## **Notice of Public Comment Period On the City's CDBG Annual Action Plan**

The City of Coeur d'Alene has drafted an annual action plan for the use of Community Development Block Grant (CDBG) funds for the plan year 2015. The City is receiving CDBG funds in the amount of \$291,050.00 for the plan year beginning April 1, 2015. The draft Annual Action plan will be available for review and comment for a period of at least 30 days, beginning March 2, 2015. The draft documents are available for review at [www.cdaid.org](http://www.cdaid.org) and at City Hall, 710 Mullan Avenue, Coeur d'Alene, Idaho, 83814.

Additionally, two public workshops will be held. The first workshop is scheduled for March 26, 2015 at 5:30 p.m. at the Coeur d'Alene City Hall, Old Council Chambers, 710 E. Mullan Avenue, Coeur d'Alene, Idaho 83814. A second workshop is scheduled for 10:30 a.m. to 12:30 p.m. on Friday, March 27, 2015 and will take place in the Community Room of the Coeur d'Alene Public Library. Both workshops will be held in facilities that are accessible to persons with disabilities. Special accommodation will be available, upon request; requests to be made five (5) days prior to the hearing. For more information, contact the Renata McLeod at (208) 769-2231.

Written comments will be accepted beginning March 2, 2015 through April 7, 2015. Written comments should be submitted to Renata McLeod, 208-769-2231, City Hall, 710 E. Mullan Avenue, Coeur d'Alene, ID 83814.

Renata McLeod, City Clerk

Publish: March 2, 2015

## Grantee Unique Appendices



## *It's your City - help plan it!*

The City of Coeur d'Alene needs your input regarding the allocation of Community Development Block Grant funds for the Program Year 2015 period of April 1, 2015 through March 31, 2016. The City has started a process called the Annual Action Plan, which will determine how these Federal funds will be spent in your community over the next year, as well as an Housing Needs Assessment study.

### **How to Get Involved**

You can participate by:

- ◆ Attending a public forum (March 26, 27, 2015);
- ◆ Attending a public hearing (April 7, 2015);
- ◆ Sending us a letter or email; or
- ◆ Filling out a survey available at [www.cdavid.org](http://www.cdavid.org) or City Hall Customer Service Center

### **Public Forums**

On March 26 and March 27, 2015 a public forum and an open house will be held to gather public input on housing and community development needs. Please join us at one of the forums listed on the right.

### **Public Hearings**

The draft Annual Action Plan is currently available for review until April 7, 2015. A hearing will be held to take public comments on the Draft Plan on April 7, 2015.

### **Written Comments or Survey**—Can't make the forums or public hearings?

Be sure to send a letter, e-mail, or fill out the online survey about your community needs and how you think funding should be allocated in the City.

To give input on the Annual Action Plan visit: [www.cdavid.org/78/departments/municipal/community-development-block-grant](http://www.cdavid.org/78/departments/municipal/community-development-block-grant)

To complete the Housing Needs Survey visit: <http://www.cdavid.org/housing>

**Contact Information:** For more information regarding the Annual Action Planning process, please contact **Sherri Wastweet, Grant Administrator, at (208) 772-0584, ext. 3023 or email at: [swastweet@pacni.org](mailto:swastweet@pacni.org)** or mail to:

Annual Action Plan  
City of Coeur d'Alene  
Attn: Renata McLeod  
710 E. Mullan Avenue  
Coeur d'Alene, Idaho 83814  
(208) 769-2231  
FAX: (208) 769-2366

The City will make reasonable accommodations for anyone attending the meetings who requires special assistance for hearing, physical, or other impairments. Please contact Renata McLeod at (208) 769-2231 at least 24 hours in advance of the meeting date and time.

### **Public Forum**

**March 26, 2015**

**City Hall Council Chambers**  
710 E. Mullan Avenue  
5:30 PM - 7:30 PM

### **OPEN HOUSE**

**March 27, 2015**

**Library Community Room**  
702 Front Avenue  
10:30 AM- 12:30 PM





Grantee SF-424's and Certification(s)

FEDERAL FINANCIAL REPORT  
(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted Department of Housing and Urban Development Portland Field Office	2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) B-13-MC-16-0007, B-14-MC-16-0007	Page of 1 1 pages
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3. Recipient Organization (Name and complete address including Zip code)  
City of Coeur d'Alene, 710 E. Mullan Avenue, Coeur d'Alene, ID 83814

4a. DUNS Number 08-390-5418	4b. EIN 82-6000176	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)	6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
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8. Project/Grant Period (Month, Day, Year)  
From: \_\_\_\_\_ To: \_\_\_\_\_

9. Reporting Period End Date (Month, Day, Year)  
March 31, 2015

10. Transactions  
(Use lines a-c for single or multiple grant reporting)  
Federal Cash (To report multiple grants, also use FFR Attachment):

a. Cash Receipts	354,289.46
b. Cash Disbursements	354,289.46
c. Cash on Hand (line a minus b)	

(Use lines d-h for single grant reporting)  
Federal Expenditures and Unobligated Balance:

d. Total Federal funds authorized	0
e. Federal share of expenditures	0.00
f. Federal share of unliquidated obligations	0.00
g. Total Federal share (sum of lines e and f)	0.00
h. Unobligated balance of Federal funds (line d minus g)	0.00

Recipient Share:

i. Total recipient share required	0
j. Recipient share of expenditures	0
k. Remaining recipient share to be provided (line i minus j)	0

Program Income:

l. Total Federal program income earned	0
m. Program income expended in accordance with the deduction alternative	
n. Program income expended in accordance with the addition alternative	0
o. Unexpended program income (line l minus line m or line n)	0

11. Indirect Expense	a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
g. Totals:							

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation.

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and intent set forth in the award documents. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

a. Typed or Printed Name and Title of Authorized Certifying Official Troy Tymesen, Finance Director <i>Vonnie Jensen, Deputy Finance Director for Troy Tymesen</i>	c. Telephone (Area code, number, and extension) 208-769-2221
b. Signature of Authorized Certifying Official	d. Email Address trovt@cedaid.org
	e. Date Report Submitted (Month, Day, Year) May 5, 2015

Standard Form 425 - Revised 6/28/2010  
OMB Approval Number: 0348-0061  
Expiration Date: 10/31/2011

**Paperwork Burden Statement**  
According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0061), Washington, DC 20503.





# CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(f), with respect to any employee who is so convicted -
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Jurisdiction

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**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

\_\_\_\_\_  
Signature/Authorized Official

01/07/15  
Date

Steve Widmyer

Name

Mayor

Title

710 E. Mullan Avenue

Address

Coeur d'Alene, ID 83814

City/State/Zip

208-769-2231

Telephone Number

Jurisdiction

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- This certification does not apply.  
 This certification is applicable.

**Specific CDBG Certifications**

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. **Maximum Feasible Priority -** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. **Overall Benefit -** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2\_\_\_, 2\_\_\_, 2\_\_\_ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. **Special Assessments -** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Jurisdiction

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**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws** -- It will comply with applicable laws.

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Signature/Authorized Official  


Steve Widmyer  
Name

Mayor  
Title

710 E. Mullan Avenue  
Address

Coeur d'Alene, ID 83814  
City/State/Zip

208-769-2231  
Telephone Number

04/07/15  
Date

Jurisdiction \_\_\_\_\_

- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

\_\_\_\_\_  
Signature/Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone Number



Jurisdiction

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- This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** — If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs** — it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance** -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

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Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

Jurisdiction

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- This certification does not apply.  
 This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

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Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

Jurisdiction

---

- This certification does not apply.  
 This certification is applicable.

**ESG Certifications**

I, \_\_\_\_\_, Chief Executive Officer of Jurisdiction, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

**Jurisdiction**

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authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official	Date
Name	
Title	
Address	
City/State/Zip	
Telephone Number	

Jurisdiction

<input type="checkbox"/>	<b>This certification does not apply.</b>
<input checked="" type="checkbox"/>	<b>This certification is applicable.</b>

**APPENDIX TO CERTIFICATIONS**

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1306.11 through 1306.15); "Conviction" means a finding of guilt (including a plea of *noia contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

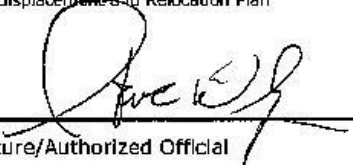
**Jurisdiction**

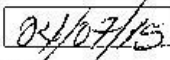
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- controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:
- a. All "direct charge" employees;
  - b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
  - c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

- 1. Analysis of Impediments to Fair Housing
- 2. Citizen Participation Plan
- 3. Anti-displacement and Relocation Plan

  
\_\_\_\_\_  
Signature/Authorized Official

  
\_\_\_\_\_  
Date

Steve Widmyer

Name

Mayor

Title

710 E. Mullan Avenue

Address

Coeur d'Alene, ID 83814

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