

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, March 3, 2021 - 2:00pm – 3:30pm
Location: Virtual Meeting using Zoom (details below)

Pursuant to [MCL 15.263 Sec.3](#), this Committee will meet remotely, and the public participate by joining via: <https://washtenawcounty.zoom.us/j/95432757442?pwd=c0sxNFdSZDh5NnVlNlI0RnErL0pxUT09> or by calling 1.312.626.6799, using Webinar ID: 954 3275 7442. These Instructions are also posted on the OCED calendar [here](#).

A link to Urban County Executive Committee roster with members' contact information is available [here](#).

- I. Public Comment**
- II. Announcements**
 - A. Introductions – Each member state name and physical location (I.e. City or Township)¹
- III. Minutes**
 - A. 2-3-21 Meeting Minutes – Review & Approval **(ACTION)**
- IV. General Administration**
 - A. County Health Officer's COVID-19 Update (Jimena Loveluck, WCHD)
 - B. OCED Program Updates/Status of COVID-19 Response (Teresa Gillotti, OCED)
 - 1) Eviction Diversion and Prevention Program and upcoming Rental Assistance Program
 - C. 2021 Non-Housing Community Needs Assessment: Participation Summary (Tara Cohen, OCED)
 - D. Project Planning for Fiscal Year 2021-22 (Tara Cohen, OCED)
 - 1) Reminder of Action Plan Timeline/Key Dates
 - 2) Guidance for completing 2021 CDBG Project Application
 - 3) Tiered System for Reserving CDBG Allocations: Proposed Amendments to *Policies & Procedures for CDBG Allocations to Local Units* **(ACTION)**
 - E. Affordable Housing RFP #8020 Award recommendations (Heather Mooney, OCED)
 - F. General Updates
 - 1) Community Announcements/updates (All)
- V. Adjournment**

Next Meeting: Wed., April 7, 2021, 2:00 – 3:30pm, Location: TBD

¹[MCL 15.263 Sec.3](#) requires: *For each member of the public body attending the meeting remotely, a public announcement at the outset of the meeting by that member, to be included in the meeting minutes, that the member is in fact attending the meeting remotely. If the member is attending the meeting remotely for a purpose other than for military duty, the member's announcement must further identify specifically the member's physical location by stating the county, city, township, or village and state from which he or she is attending the meeting remotely.*

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, February 3, 2021 - 2:00pm – 3:30pm
Location: Virtual Meeting using Zoom

Members in Attendance:

Supervisor Diane O’Connell (Ann Arbor Township); Councilperson Elizabeth Nelson (City of Ann Arbor); Jessica West (Director of Community Development, Pittsfield Township); Supervisor Ken Dignan (Northfield Township); Trustee Linda Adams (Augusta Township); Michael Radzik (Office of Community Standards Director, Ypsilanti Township); Mike Greene (Assistant City Manager, City of Saline); Trustee Sandie Schulze (Sylvan Township); Supervisor Will Hathaway (Scio Township).

Communities Absent: City of Dexter; City of Ypsilanti; Bridgewater Township; Dexter Township; Lima Township; Manchester Township; Salem Township; Saline Township; Superior Township; Webster Township; York Township.

Facilitator: Commissioner Sue Shink

OCED Staff Present: Nathan Voght; Sharde Crutchfield; Tara Cohen; Teresa Gillotti

Guests: Chris Brown (Habitat for Humanity of Huron Valley); County Health Officer Jimena Loveluck (Washtenaw County Health Department); Lamar Weir (Office of Congresswoman Debbie Dingell); Marta Larsen (Northfield Human Services/People’s Express board of trustees /Whitmore Lake community advocate); Brandyn Walker & Wendy Carty-Saxon (Avalon Housing).

Meeting called to order: 2:04 PM

- I. **Public Comment** – Lamar Weir introduced himself from Congresswoman Dingell’s office, noting that he is in attendance to listen for important updates.

II. **Announcements**

- A. Introductions – Each member state name and physical location (I.e. City or Township)¹

Pursuant to [MCL 15.263 Sec.3](#), Chair Shink took roll call during which each member stated their name and physical location (I.e. City or Township, Washtenaw County, State of Michigan).

III. **Minutes**

- A. 1-6-21 Meeting Minutes – Review & Approval (**ACTION**)

Moved by Hathaway. Support by Radzik.

Roll call vote:

Schwartz: Yes
Nelson: Yes
Dignan: Yes
Adams: Yes
Hathaway: Yes
West: Yes
O’Connell: Yes
Radzik: Yes
Greene: Yes

Motion carried unanimously.

IV. General Administration

A. County Health Officer's COVID-19 Update (Jimena Loveluck, WCHD)

Jimena Loveluck presented an update on COVID 19 and the status of vaccinations in Washtenaw County; her presentation can be found in the [meeting packet](#) (see page 30 of the PDF.) Due to time constraints, there was not time for Q & A following the presentation; members were told to follow up by email with questions.

B. Presentation: Washtenaw County Brownfield Redevelopment Authority (Nathan Voght, OCED)

Presentation slides are included in the [meeting packet](#) (see page 10 of the PDF.)

C. OCED Program Updates/Status of COVID-19 Response (Teresa Gillotti, OCED)

1) Eviction Diversion and Prevention Program and upcoming Rental Assistance Program

Gillotti stated that the CDC moratorium on evictions was extended through March 31, 2021, and Biden is hoping to extend through September. She noted that the Eviction Diversion and Prevention Program (EDP) is currently being wrapped up, and that the program has spent \$1.7 million to date. A new rental assistance program will be ramping up with the **\$21 million grant** (U.S. Treasury funds) that Washtenaw County is receiving from MSHDA. Approximately \$19m (nineteen million) of the grant will be for direct assistance, with tiered assistance thresholds based on a household's % Area Median Income. OCED has a goal of a soft launch for this new program by March 1st. Gillotti said she will be sharing out more information as the program is more solidified.

Gillotti also mentioned the Free Mask Program is continuing, noting that the County has requested 330,000 masks from the Centers for Disease Control (CDC). She explained that distribution hubs have been identified throughout the County. She expressed thanks to Commissioner Shink for her help on this effort, and let everyone know to look for future updates related to the Free Mask Program in the near term via email from Tara Cohen.

D. 2021 Action Plan Development: Summary of Citizen Participation to date (Tara Cohen, OCED)

Tara Cohen provided brief summaries of responses to the UCEC leadership survey, the recent 30-day public comment period and public hearing for the 2021 Action Plan Needs Assessment, and the Non-Housing Community Needs Assessment Survey. Cohen expressed her appreciation for the jurisdictions who have increased survey participation by advertising the survey on their social media, websites, newsletters, etc. She noted she plans to send the disaggregated survey data to individual jurisdictions, in the coming weeks – as long as the response rate was high enough to protect the anonymity of respondents. Cohen mentioned that this year's survey was translated to both Spanish and Korean, and the overall survey had already yielded representation from all 20 Urban County jurisdictions, with a few more days left before the surveys close. She thanks Ann Arbor Councilwoman Linh Song for connecting her to a community volunteer for Korean translation.

E. Project Planning for Fiscal Year 2021-22 (Tara Cohen)

1) Reminder of Key Dates

- Non-Housing Community Needs Assessment Survey: Closes Feb. 5th at 5pm
- CDBG Project Application forms: Due **March 11th** by 5pm
- Affordable Housing proposals (RFP #8020): Due Feb. 18th by 3pm

Cohen emphasized the extension on the deadline for CDBG project applications, now due March 11th instead of Feb. 12th, to account for possible policy changes for consideration at the March 3rd UCEC meeting that may affect scope or timeline for individual projects.

2) 2021 CDBG Project Applications & Pre-Application Guide
O Discussion: Allocation Banking

Cohen provided background on the development of the *Policy & Procedures for CDBG Allocations to Local Units*, which was adopted by the UCEC in January 2020 and became effective July 1, 2020 for Fiscal Year 2020-21. She asked the group to weigh in on the idea of creating more flexibility for reserving CDBG allocations over longer periods of time. Only a few members provided feedback; Jessica West (Pittsfield Township) commented that it has been helpful for Pittsfield to be able to roll funds together from multiple allocation years. Sandie Schulze of Sylvan Township inquired whether Sylvan had any CDBG funds available from prior years Cohen responded that they do not, as they've not ever submitted a project application since joining in 2018. Cohen explained that she plans to bring back proposed revisions to the *Policy & Procedures* for possible action at the March 3rd meeting.

2) Low-Moderate Income Maps

Cohen explained that the jurisdictions' current LMI maps that are often used for identifying eligible CDBG projects will not be updated again until 2024. She noted this timing is based on when HUD re-packages and releases new data that OCED is required to use for creating/updating these maps for the Urban County and individual member jurisdictions.

F. General Updates

- 1) Local Project Updates (Tara Cohen, OCED) – See the meeting packet (agenda summary) for an overview of recently or soon to be completed public infrastructure and facility improvement projects funded with CDBG.
- 2) Housing & Infrastructure Updates (Sharde Crutchfield, OCED) – OCED's Housing & Infrastructure (H & I) Manager Sharde Crutchfield provided a brief overview of the programs administered by OCED's H & I Division. Visit the OCED website [Home Improvement Programs page](#) for more details.
- 3) Community Announcements/updates (All) – None.

V. Adjournment

Hathaway moved to adjourn. Support from Radzik.

Motion carried unanimously.

Adjourned: 3:17 PM

Next Meeting: Wed., March 3, 2021, 2:00 – 3:30pm, Location: TBD

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE (UCEC) MEETING
Wednesday, March 3, 2021 2:00pm- 3:30pm

AGENDA SUMMARY

County Health Officer's COVID-19 Update (Jimena Loveluck, Washtenaw County Health Department)

Washtenaw County's Health Officer, Jimena Loveluck, will provide a brief update on the state of COVID-19 and vaccination rollout in Washtenaw County.

OCED Program Updates/Status of COVID-19 Response (Teresa Gillotti, OCED)

OCED Director Teresa Gillotti will provide updates on the transition from the former Eviction Diversion and Prevention Program to the forthcoming Rental Assistance Program that will be funded with U.S. Treasury funds flowing through MSHDA to Washtenaw County.

2021 Non-Housing Community Needs Assessment: Participation Summary (Tara Cohen, OCED)

This public survey was made available in 3 languages: English, Spanish, and Korean. A total of 581 people from a cross-section of all 20 Urban County jurisdictions participated. A summary of participation rates by jurisdiction is shown in the table below. For any jurisdiction with at least 10 respondents, I have provided them with a copy of the disaggregated survey data filtered for only those who indicated they live in that specific City or Township. A full reporting of the aggregate data, including open-ended responses, will be included as an appendix in the Draft 2021 Action Plan.

2021 Non-Housing Community Needs Assessment Survey: Participation Summary by Jurisdiction

Jurisdiction	% of all responses	English	Spanish	Korean	# responses
City of Ann Arbor	30%	162	4	11	177
City of Dexter	2%	11			11
City of Saline	3%	17			17
City of Ypsilanti	15%	76	13	1	90
Ann Arbor Twp	1%	7			7
Augusta Twp	3%	18	1		19
Bridgewater Twp	<1%	1			1
Dexter Twp	2%	14			14
Manchester Twp	<1%	2			2
Lima Twp	1%	5			5
Northfield Twp	8%	49			49
Pittsfield Twp	6%	29	1	2	32
Salem Twp	<1%	2			2
Saline Twp	<1%	1		1	2
Scio Twp	3%	14		1	15
Superior Twp	1%	8			8
Sylvan Twp	1%	4			4
Webster Twp	2%	9			9
York Twp	1%	6			6
Ypsilanti Twp	19%	110		1	111
TOTAL	100%	545	19	17	581

Project Planning for Fiscal Year 2021-22 (Tara Cohen, OCED)

Below is a list of key dates for the FY2021 Action Plan timeline:

- March 3, 2021: OCED share RFP #8020 Affordable Housing/HOME funding recommendations
- March 11, 2021 (5pm): [CDBG Local Project Applications](#) due (**Changed from Feb. 12**)
- March 25, 2021: Draft 2020 Action Plan available for review
- March 25 – April 23, 2021: Public Comment Period on Draft Action Plan
- April 7, 2021: 1st Public Hearing (at UCEC meeting)
- April 8, 2021: 2nd Public Hearing (at HHSAB meeting)
- April 21, 2021: 3rd Public Hearing (at Board of Commissioners meeting)
- May 5, 2021: UCEC to approve Final 2021-22 Action Plan
- May 19, 2021: Board of Commissioners to approve 2021-22 Action Plan for submission to HUD
- June 15, 2021: Final Action Plan due to HUD

Please note the approval and submissions dates are subject to change, based on when HUD sends out the 2021-22 grant awards. Public hearing dates are also tentative for the time being. The latest possible date for Action Plan submission to HUD is typically August 15th .

Guidance for Completing the 2021 CDBG Project Application

An email was sent on February 9th to all UCEC members with reminders and tips for the 2021 CDBG Local Project Application. The information from that email is repeated below for members' convenience. Additionally, please be aware that local units who choose not to submit a CDBG local project application for 2021 funding is effectively donating their allocation to the fund for the OCED-administered Single Family Rehab Program, which serves low-income homeowners within the 20 Urban County communities.

- 1) [2021 CDBG Project Applications](#): **Due March 11, 2021** (email your completed application to cohent@washtenaw.org)
 - Please read through the [2021-22 CDBG Pre-Application Guide](#) before submitting an application, or simply if you are looking for some ideas for eligible projects in your jurisdiction.
 - Contact me as soon as possible if you would like to discuss potential project ideas if you have any questions about eligibility, or if you need assistance with any portion of the application form.
 - If you are not able to obtain one or more of the items on the "Required Attachments Checklist" (p. 4 of the application), feel free to reach out to me so we can discuss. Together we can problem solve and determine if your project is fleshed out enough to be included in the 2021 planned activities.
- 2) Below are the instructions and screenshots for locating the application form, pre-application guide, and estimated 2021 CDBG allocations on the [OCED website](#).

INSTRUCTIONS FOR LOCATING THE FILLABLE CDBG PROJECT APPLICATION MATERIALS

- 1) Go to www.washtenaw.org/urbancounty
- 2) Click on **Apply for Funding** (See image below.)



- 3) On the **Apply for Funding** page, you can click the link for **2021-22 CDBG Pre-Application Guide** or **CDBG Project Application Form** to download, save, or print. (See links highlighted in the image below.)



Tiered System for Reserving CDBG Allocations: Proposed Amendments to *Policies & Procedures for CDBG Allocations to Local Units* (ACTION)

At the February meeting, staff provided background on the development and subsequent adoption of the *Policy & Procedures for CDBG Allocations to Local Units* (effective July 1, 2020). By way of reminder, the current policy caps the number of annual allocations that a jurisdiction can reserve toward a future project at two (2) years. In cases where a jurisdiction utilizes their allocation to fund the design/engineering phase of a project, they would then have another 2 years of allocations they are permitted to combine toward the resulting construction project. The current policy puts those jurisdictions with relatively small annual allocations at a disadvantage for utilizing their CDBG funds on local projects. Staff has drafted proposed revisions to the policies in an effort to make local projects more feasible for all jurisdictions, not only those with the largest allocations. As shown in the mark-up draft included in your packet, the proposed revisions would create a two-tiered system in which jurisdictions with an annual allocation of less than \$20,000 would be permitted to reserve their CDBG allocations over a period of five (5) years -- instead of the current 2 years. Those jurisdictions with allocations of \$20,000 or more would still to be limited to two years, with the additional year for CDBG-funded design/engineering. Staff welcome discussion and any questions pertaining to the proposed policy revisions.

Staff request that the UCEC make a motion to approve the proposed revisions to the ***Policies & Procedures for CDBG Allocations to Local Units*** as outlined in today's meeting packet, with changes to take effect July 1, 2021.

Affordable Housing RFP #8020 Award Recommendations

Working with the County's Purchasing Department, a request for proposals (RFP) was issued to interested parties and the public on December 17, 2020 to solicit proposals for the investment of Urban County HOME Investment Partnerships and City of Ann Arbor Community Development Block Grant (CDBG) Program Income funds. Proposals were due on Thursday, February 18, 2021. We received proposals requesting project funding estimated at \$1,235,000.

Upon submission of proposals, a six-person committee including Community and Economic Development staff and a community partner reviewed the proposals and scored each utilizing evaluation tools. The County received three development applications and one CHDO application, all of which were from Avalon Housing, Inc. Habitat for Humanity informed OCED that they would not be applying in the current Affordable Housing RFP round, as OCED is working on changes to the homebuyer section of the Housing Program Guidelines. Habitat indicated they did not feel comfortable applying until those changes were solidified. A summary of this scoring is provided in the attached table. The following is a summary of the proposals based on this scoring effort.

Affordable Housing Project Proposals:

1. Avalon Housing, Inc. – New Construction Development – Hickory Way II (Ann Arbor).
Avalon Housing requested \$200,000 in HOME funds to support the construction of 36 one-bedroom units at Hickory Way Phase II, a project previously having received HOME funds. The construction includes 18 supportive housing units for persons experiencing homelessness. The supportive units are voucher eligible through Ann Arbor Housing Commission and MSHDA and restricted to incomes at or below 30% of area median income, and to persons who are homeless or have special needs. The underlying property restriction for the remaining units is at 50% or 60% of AMI. The total cost of the project is expected to be \$10,753,144 with a HOME per unit cost of \$5,556. The remaining timeline for the project is 7 months with full leasing expected October 2021.
2. Avalon Housing, Inc. – New Construction Development – Hickory Way III (Ann Arbor).
Avalon Housing requested \$310,000 in HOME funds to support the acquisition and new construction of 14 affordable and supportive housing units in the City of Ann Arbor. The City of Ann Arbor acquired the parcel through a right of first refusal, with the intent to sell it to Avalon for affordable housing, as it is adjacent to Hickory Way I and II. The purchase agreement between the City and Avalon is expected to be approved in Spring 2021 for the purpose of constructing affordable and supportive housing units. The total project development costs are \$4,796,287 with a HOME per unit cost of \$22,143. Of the 14 units, 5 units are reserved for households who are homeless or have a special need; and the remaining 9 units are reserved for households who are at 60% of area median income. The developer plans to apply for Low Income Housing Tax Credits (LIHTC), Federal Home Loan Bank (FHLB), and Michigan State Housing Development Authority (MSHDA) project-based vouchers (PBVs) as leverage funding sources for the project. Construction is slated to start July 2022, and the property is expected to be fully leased by March 2024.
3. Avalon Housing, Inc. – New Construction Development — The Grove at Veridian (Ann Arbor).
Avalon Housing requested \$750,000 in HOME funds to support the acquisition and new construction of 50 affordable and supportive housing units ranging from 1-4-bedroom units in townhomes and up/down flats within the City of Ann Arbor. The developer has a purchase agreement with Washtenaw County. The total project development costs are \$17,461,058 with a HOME per unit cost of \$14,500. Of the 50 units, 30 units are reserved for households who are homeless or have special needs, and who are at or below 30% AMI with 10 units being project-based vouchers from Ann Arbor Housing Commission. The remaining 20 units are for households at or below 60% AMI. The developer will seek Michigan State Housing Development Authority (MSHDA) project-based vouchers (PBVs) as leverage funding sources for the project. The property is expected to be fully leased by July 2023.
4. CHDO Summary: An estimated \$63,846 in CHDO operating funds will be awarded to support CHDO-sponsored projects awarded through this Affordable Housing RFP. CHDO certification is determined as a component of this Request for Proposals evaluation process. As part of this evaluation the County reserves the right to establish budget and spending guidelines associated with these funds. Additionally, if projects do not progress, the County reserves the right to recapture and reallocate funds to alternative CHDO projects and/or agencies.

CHDO Proposal:

1. Avalon Housing, Inc. applied for \$63,846 in CHDO Operating funds to support the acquisition and construction of 50 units for The Grove at Veridian, Hickory Way Apartments II, and Hickory Way Apartments Phase III. New construction is a CHDO eligible project. The organization has

CHDO-paid staff as evidenced by W2 forms. Avalon has a 12-member board with one-third (4) qualifying CHDO members and includes low income and tenant participation. The CHDO application lists a development team of ten people, that includes Wendy Carty-Saxon (Director of Real Estate Development), Masa Nohara (Director of Finance), Jason Potter (Senior Project Manager) and Tara Tarbox (Director of Property Management). The development team collectively has easily more than 25 years of experience. The board meets the CHDO independence and capacity requirement as per the HOME Final Rule. Avalon's CHDO certification and application are approved as submitted.

Recommended Funding

The funding available included the estimated 2021 HOME allocation (\$893,838), CHDO Sponsored allocation (\$191,537), 2019-20 HOME Funds Carry-over (\$10,289), and HOME Program Income earned to date (\$42,503). The total estimated project funding available is \$1,138,167. The inclusion of HOME Program Income will allow all eligible proposals to receive project funding if HUD 2021 HOME funding levels are the same as 2020. See table below for more details.

RFP 8020 2021 Affordable Housing Estimated Funding Awards

Developer	Project Name	2021 HOME Funds	2020 HOME Funds Carry Over	HOME Program Income	Total Award
HOME Admin	N/A	\$127,691	\$0	\$0	\$127,691
Avalon Housing CHDO Operating	N/A	\$63,846	\$0	\$0	\$63,846
Avalon Housing Inc.	Hickory Way II	\$147,208	\$10,289	\$42,503	\$200,000
Avalon Housing Inc.	Hickory Way III	\$213,167	\$0	\$0	\$213,167
Avalon Housing Inc.	The Grove at Veridian	\$725,000	\$0	\$0	\$725,000

Additional Information

If you have any questions on any of the information included in this summary, or would like additional information, please contact Tara Cohen at (734) 544-3056 or cohent@washtenaw.org.

**WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE: POLICY & PROCEDURES
FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ALLOCATIONS TO LOCAL UNITS**

APPROVED BY URBAN COUNTY EXECUTIVE COMMITTEE, JANUARY 8, 2020

AMENDED BY URBAN COUNTY EXECUTIVE COMMITTEE, MARCH 3, 2021

EFFECTIVE JULY 1, 2020

1) A Local Unit's allocation must be specifically programmed in the Annual Action Plan for the local unit to receive/utilize CDBG funds;

2) Local Units program their annual allocations by completing the CDBG project application form and submitting the completed form to OCED CDBG Management Analyst. Project application must include, at minimum: valid cost estimates, program/project budget, preliminary plans, and a realistic timeline with a target completion date; application must be reviewed and approved by OCED staff.;

3) ~~Banking of~~Reserving CDBG allocations is ~~not~~ permitted for jurisdictions according to the specific Tier they belong to, as follows: –with the exception of allocating multiple years of funding toward a specific project (project timeline and target completion date would be required up front– See #2 above);

Tier	Annual Allocation Range	Maximum Reserve Period
1	Less than \$20,000	Year 5
2	\$20,000 and above	Year 2

Maximum Reserve Period in the above table refers to the maximum number of consecutive years' CDBG funds that can be applied toward a local project to be carried out by the local unit once the last year of funding becomes available, and after the project has obtained environmental clearance from HUD. Local projects with multi-year funding are still subject to all other guidelines outlined in the Policy & Procedures for CDBG Allocations to Local Units.

4) CDBG allocations ~~would~~ expire¹ ~~after two~~two (2) years; from the date of HUD environmental clearance. ~~from HUD (communicated by OCED);~~ OCED is responsible for the environmental review process on all CDBG projects within the Urban County. For local projects with multi-year funding, OCED will typically schedule the environmental clearance for the 3 to 9 months prior to the local unit's targeted implementation date (e.g. target date for issuing a Request for Bids). Once OCED has informed the local unit of environmental clearance on the project, the local unit then has 2 years by which they must reach substantial completion on their specified project. Exceptions may be approved on a case-by-case basis.;

5) When applying for CDBG projects, the Local unit can request implementation for a specific year, based on the Local Unit's specific tier, as shown below. ~~Year 1 and/or Year 2;~~ Typically subrecipient agreement contracts will be issued for 1-year contract terms based on the project timeline and target completion date.;

Tier	Annual Allocation Range	Project must be Implemented by:
1	Less than \$20,000	Year 5
2	\$20,000 and above	Year 2

6) Local Units that utilize CDBG for planning/engineering/design activities will have 1 year to complete planning/engineering/design activities, and 2 years from the date of environmental clearance from HUD (communicated by OCED) to achieve substantial completion on the construction project resulting from the CDBG-assisted planning/engineering/design activities. See #4 above for more detail regarding the timing on

environmental clearance. If the planning grant does not result in a construction project, the local unit will be required to pay back the planning grant to OCED.

7) Balances on local allocations also expire ~~after~~ two (2) years from the date of HUD environmental clearance; e.g. \$80,000 is allocated to a City's Project X for 2020 and the City receives notice from OCED of environmental clearance on September 20, 2020. At completion of the project, the City only requests reimbursement for eligible CDBG costs of \$75,000; the City would then have until September 20, 2022 to utilize their \$5,000 balance from their 2020 CDBG allocation.

8) During the annual Action Planning process, any Local Units that do not submit an application for an eligible project will effectively "donate" that year's allocation to the County-wide Single Family Rehab Program².

9) Local units with ~~prior-year~~ CDBG balances as of June 30, 2020 will have until June 30, 2023 to program those funds for eligible CDBG projects.

Requests for exceptions to these policies and procedures necessitated by extenuating circumstances must be submitted in writing to OCED staff. Staff will make every effort to review and respond to requests within two (2) weeks.

¹Expiration of CDBG allocation dollars means those particular CDBG funds are no longer available to the Local Unit of Government, and the funds in turn become available for County-wide CDBG programming, e.g. Single Family Rehab Program, COVID response, et cetera.

²Exceptions can be made. For example, in 2020 OCED staff made an administrative decision that "donated" allocations would go toward public services for COVID-19 response efforts.

Revised 2.24.21

RFP #8020 Summary of Final Scores

Project	Org. Status	Organization Finances	Prof. Qualify.	Popul. Target.	Project/ Program Financials	Impl. Proc.	Green Const.	Quality of Life	Prop. Mgmt. Plan.	Support. Svcs. On-site	Housing Affordability and Economic Equity Analysis	Total Score	Maximum Score	% of Total Score	# of Units	HOME Request	Total Budget	Percent of HOME funds of total project costs	HOME Price per Unit	2021 HOME Funding Recommendations	2020 HOME Program Carryover	Current HOME Program Income	City of Ann Arbor CDBG Program Income	Total
Avalon Hickory Way II																								
Average Score	12	10	24	10	50	29	15	7	12	14	20	204	270	76%	36	\$200,000	\$10,753,144	2%	\$5,556	\$147,208	\$10,289	\$42,503	\$0	\$200,000
Avalon Hickory Way III																								
Average Score	12	10	24	10	29	18	6	7	12	13	20	161	270	60%	14	\$310,000	\$4,796,287	6%	\$22,143	\$213,167	\$0	\$0	\$0	\$213,167
Avalon The Grove Veridian																								
Average Score	12	10	24	12	41	28	8	6	12	15	24	193	270	71%	50	\$725,000	\$17,461,058	4%	\$14,500	\$725,000	\$0	\$0	\$0	\$725,000