

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, September 11, 2024 - 2:00pm – 3:30pm (In-person)

This meeting is being held in-person at the Learning Resource Center (Michigan Room), 4135 Washtenaw Avenue, Ann Arbor.

Members of the public can attend in person or virtually using the Zoom information below:

Zoom link: <https://washtenawcounty.zoom.us/j/81101228271>

Passcode: 999936

Telephone: US: +1 301 715 8592 or +1 312 626 6799 or +1 470 250 9358 US or +1 470 381 2552 US

Webinar ID: 811 0122 8271

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

I. Welcome & Introductions

Roll Call – members shall state their name and community they are representing.

II. Public Comment - Comments can be made in person or virtually using the Zoom link above.

III. Announcements from Members and/or Staff

- A.** East Washtenaw County Recreation & Community Center Community Celebration – Saturday, August 31st Washtenaw County Administration hosted a Groundbreaking and Community Celebration for the East Washtenaw County Recreation and Community Center at the former Cheney Elementary School on Stamford Road in Superior and Ypsilanti Township.
- B.** Continuum of Care Board Meeting – The next CoC Board meeting will be September 18th from 3:00 PM to 5:00 PM. This meeting will be held virtually; meeting information is accessible [here](#)
- C.** Job Developers Alliance's Job Fair – see flyer attached.
Join the Job Developers Alliance on September 25th, 2024 from 1:00 PM to 4:00 PM at the Washtenaw Community College Morris Lawrence Building. For more information or to request accommodations, please contact JobDevelopersAlliance@gmail.com
- D.** Washtenaw County Financial Empowerment Center – see brochure attached.
The Washtenaw County Financial Empowerment Centers offer free financial counseling and is operated by Washtenaw County in partnership with Jewish Family Services, EMU, and Faith in Action.
- E.** Member Announcements (All)

IV. Minutes

- A.** 06-05-2024 Meeting Minutes – Review & Approval **(ACTION)**

V. General Administration

- A.** Public Hearing on Draft 2023 CAPER (Jasmyne Townsend, OCED)
- B.** Approval of HOME ARP Supportive Services Award Recommendations (Andrew Kraemer, OCED) **(ACTION)**
- C.** Presentation: Homelessness/Continuum of Care Data (Andrew Kraemer, OCED)

VI. General Updates - Member Announcements

VII. Public Comment – Comments can be made in person or virtually using the Zoom link above.

VIII. Adjournment

Next Meeting: Wednesday, November 13, 2024, 2:00 – 3:30pm
Location: Remote (Zoom)

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, June 5, 2024 - 2:00pm – 3:30pm (Remote)

Members in Attendance: Council Member Chris Watson (City of Ann Arbor); Council Member Bill Ruddock (City of Chelsea); Katie Jones (Economic Development & Equity Coordinator, City of Ypsilanti); Supervisor Ken Schwartz (Superior Township); Mayor Pro-Tem Janet Dillon (City of Saline); Michelle Aniol (Community Development Manager, City of Dexter); Chris Cheng (Township Project Manager, Scio Township); Laurie Lutomski (Community Resource Coordinator, Ypsilanti Township).

Members Absent: Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Karen Sikkenga (Dexter Township); Supervisor Duane Luick (Lima Township); Supervisor Ronald Milkey (Manchester Township); Supervisor Ken Dignan (Northfield Township); Supervisor Gary Whittaker (Salem Township); Supervisor Jim Marion (Saline Township); Supervisor John Kingsley (Webster Township); Supervisor Charles Tellas (York Township); Supervisor Diane O'Connell (Ann Arbor Township); Brian Shelby (Augusta Township); Mandy Grewal (Pittsfield Township); Supervisor Kathleen Kennedy (Sylvan Township).

Facilitator: Commissioner Justin Hodge

OCED Staff Present: Jasmyne Townsend, Tara Cohen, Toni Kayumi, and Karen Newman

Guests: Gregory Dill (Administrator, Washtenaw County)

Members of Public Present: Michael Appel (Avalon Housing) and Amy Krieg (Habitat for Humanity)

I. Welcome & Introductions – Roll Call

Commissioner Hodge called meeting to order at 2:05 pm.

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

Ruddock: Participating remotely from City of Chelsea, Washtenaw County
Watson: Participating remotely from City of Ann Arbor, Washtenaw County
Jones: Participating remotely from City of Ypsilanti, Washtenaw County
Schwartz: Participating remotely from Superior Township, Washtenaw County
Lutomski: Participating remotely from Ypsilanti Township, Washtenaw County
Cheng: Participating remotely from Scio Township, Washtenaw County
Aniol: Participating remotely from City of Dexter, Washtenaw County
Dillon: Participating remotely from City of Saline, Washtenaw County

II. Public Comment

Commissioner Hodge opened the meeting for public comment.

Michael Appel stated his thanks on behalf of Avalon Housing for the Urban County's ongoing support for their affordable housing projects.

III. Announcements from Members and/or Staff –

- A.** Parkridge Summer Festival & Joe Dulin Community Day – The Parkridge Summer Festival Committee hosted their annual Parkridge Summer Festival & Joe Dulin Day on Saturday, August 24, 2024.

- B. The Washtenaw County's Foster Grandparent Program celebrated 56 years! To learn more about this program please contact Sandy Bowers by email at bowersss@washtenaw.org
- C. Member Announcements (All) – None

IV. Minutes

A. 04-10-2024 Meeting Minutes – Review & Approval (ACTION)

Moved by Schwartz. Supported by Dillon.

ROLL CALL:

Lutomski: Yes

Schwartz: Yes

Cheng: Yes

Aniol: Yes

Dillon: yes

Jones: Yes

Watson: Yes

Ruddock: yes

Ayes – 8; Nays – 0; **Motion carried.**

V. General Administration

A. Approval of 2024-25 Annual Action Plan (ACTION) (Jasmyne Townsend, OCED)

Townsend reminded the committee there was a public comment period open from March 29th through May 3rd to solicit input on the draft 2024 Annual Action Plan. During the comment period, three (3) public hearings took place; only two comments were received. A draft of the 2024 Annual Action Plan was made accessible on the Urban County website and social media platforms; periodic updates to the draft were posted during the comment period. The Annual Action Plan identifies the specific projects and programs that the County intends to implement with these funds during the fiscal period (July 1, 2024 – June 30, 2025).

The updated Draft 2024 Annual Action Plan for approval was made available on the website [here](#). The 2024 Planned activities table was made available [here](#).

The remaining steps through to submission of the FY 2024-25 Action Plan was as followed:

- May 2024: Approval of Final Plan
 - June 5, 2024 – Urban County Executive Committee
 - June 5, 2024 – Board of Commissioners, 7pm meeting
 - June 7, 2024: Final Action Plan Submitted to HUD*

*Townsend noted based on HUD guidelines, the actual deadline for submitting the 2024 Action Plan was July 6, 2024; to avoid delays in executing 2024 grant agreements and subsequent 2024 contracts OCED staff intends to submit the Action plan before the June 7th submission date.

Townsend reminded the committee that HUD posted the 2024 allocations on its website the week of May 6th. Updates to the version presented at the April meeting included the following:

- Inclusion of public comments received during the comment period
- City of Ann Arbor CDBG allocation was divided in half between two organizations, Avalon Housing and Michigan Ability Partners (MAP), for affordable housing, more specifically, housing rehab on existing properties
- City of Saline changed their CDBG project to completing accessibility improvements at Tefft Park

The 2024 HUD Funding for Washtenaw County is below. The table outlines a change in funding from the 2023-24 fiscal year to the 2024-25 fiscal year.

	2023-24	2024-25	Change
CDBG	\$2,186,185	\$2,172,792	-0.6%
HOME	\$1,410,907	\$1,186,993	-15.9%
ESG	\$189,627	\$192,143	1.3
Total	\$3,786,719	\$3,551,928	-6.20%

Townsend also gave an in-depth breakdown of the goals tables and the intended plan of action for the CDBG, HOME, and ESG allocation. The information is accessible [here](#) starting on page 7 through page 8.

Draft Motion: The Urban County Executive Committee approves the 2024 Annual Action Plan as presented – with the ability for staff to make final adjustments as needed – and recommends that the Washtenaw County Board of Commissioners follow suit in adopting the Plan at their 7 PM meeting on June 5, 2024.

Moved by Aniol. Supported by Watson.

ROLL CALL:

Lutomski: Yes

Schwartz: Yes

Cheng: Yes

Aniol: Yes

Dillon: yes

Jones: Yes

Watson: Yes

Ruddock: yes

Ayes – 8; Nays – 0; **Motion carried.**

B. Approval of Substantial Amendments to 2018/2019/2020 Action Plans (ACTION) (Tara Cohen, OCED)

Cohen reminded the committee at the April meeting it was discussed that Substantial Amendments were required for the 2018, 2019, 2020 Action Plans. The purpose of the Substantial Amendments was to enable the reallocation of HOME funds totaling \$938,538 to ensure adequate funding for Avalon Housing’s proposals submitted through the Annual Affordable Housing RFP #8559. Cohen noted, if approved, these Amendments would be submitted to HUD concurrently with the 2024 Annual Action so that funds can be allocated accordingly to 2024 affordable housing activities.

Action Plan Being Amended	HOME Funds Being Reallocated	% of HOME Entitlement Funds Being Reallocated
FY 2018	\$300,444	21.6%
FY 2019	\$357,992	28.3%
FY 2020	\$325,102	25.5%

Draft Motion: The Urban County Executive Committee approves the Substantial Amendments to 2018, 2019, and 2020 Annual Action Plans as written, thus reallocating a total of \$938,538 HOME funds from homeowner activities to rehab and new construction of affordable rental housing to be carried out by Avalon Housing for projects approved under the Affordable Housing RFP #8559 – and recommends that the Washtenaw County Board of Commissioners grant final approval at their 7 PM meeting on June 5, 2024.

Moved by Ruddock. Supported by Aniol.

ROLL CALL:

Lutomski: Yes

Schwartz: Yes

Cheng: Yes

Aniol: Yes

Dillon: yes

Jones: Yes

Watson: Yes

Ruddock: yes

Ayes – 8; Nays – 0; **Motion carried.**

C. Designee Forms for Fiscal Year (Jasmyne Townsend, OCED)

Townsend reminded the committee a new fiscal year is approaching. She requested that elected officials either submit an updated designee form for the fiscal year 2024-25 or send an email confirming the current designee/s will stay the same for the new fiscal year. Additionally, she noted she would send a fillable designee form via email. For LUGs affected by the November election, Townsend intends to reach out as needed for any new designee forms.

D. HOME ARP Supportive Services RFP (Tara Cohen, OCED)

Cohen discussed that the CoC staff at OCED published an RFP for \$1,459,914 in HOME ARP funding for provision of Supportive Services. The purpose of this RFP is to solicit proposals for eligible costs if providing supportive services to qualifying populations. More details about the eligible costs and qualifying populations are below:

- **Eligible costs include:**
 - o Eviction Prevention and Rental Assistance
 - o Rapid Re-Housing
 - o Move-in and Utility Costs
 - o Income Stabilization Services
 - o Street Outreach
 - o Transitional Housing
- **Qualifying Populations are individuals or families who are:**
 - o Homeless
 - o At-risk of homelessness
 - o Fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking
 - o In other populations where providing supportive services or assistance would prevent the family's homelessness or would serve those with the greatest risk of housing instability

- o Veterans and families that include a veteran family member that meets one of the preceding criteria

Key dates for RFP:

- June 6, 2024 – RFP open
- June 20, 2024 – RFP mandatory meeting
- July 12, 2024 – Proposals due

***Mayor Pro-Tem Dillon** asked for a point of clarification on if staff is looking for projects to allocate funding towards or if staff have already identified projects and want to gain additional resources to complete those identified projects.*

***Cohen** clarified that staff have not identified projects and that this RFP is based on community need. Staff are looking for organizations to complete the RFP process if they need dollars that will meet the eligibility criteria for these dollars.*

E. CDBG Project Updates (Jasmyne Townsend, OCED)

Townsend provided a brief update on current CDBG projects and their statuses.

Pittsfield Township's Green Corridors Phase I Project – Complete

Pittsfield Township completed construction of Phase I in the fall. Construction consisted of, but not limited to the installations of rain gardens, infiltration gardens/trenches, bioswales in 3 locations along Packard Road. This green infrastructure will help reduce pollutants and improve stormwater runoff and water quality.

City of Ypsilanti's Sidewalk Ramps Project (various locations) – Complete

The City of Ypsilanti constructed and/or reconstructed approximately 24 curb cuts at various locations throughout the city. This project helped the City of Ypsilanti meet American with Disabilities (ADA) and Uniform Federal Accessibility Standards (UFAS) requirements.

City of Ypsilanti's Parkridge Park Improvements Project – Complete

In addition to the Sidewalk Ramp improvements, the City of Ypsilanti also repaired the pavilion slab at Parkridge Park and installed a new accessible path connection on the west side of the park near the Parkridge Community Center. This project improved overall accessibility within Parkridge Park.

Superior Township's MacArthur Pedestrian Pathway Project – In Process

Superior Township is in the beginning stages of constructing a pedestrian infill pathway. This newly constructed pathway will run along the north side of MacArthur Boulevard from Stamford Road to Harris Road near Fireman's Park. This pathway will enhance pedestrian safety and accessibility for the surrounding neighborhood.

Other local CDBG projects starting construction later this year (Design/Engineering underway using CDBG funds)

- City of Ypsilanti Recreation Accessible Pathways Phase I
- Ypsilanti Township Apple Ridge Park renovation and installation of pedestrian path

Pictures of the completed projects can be view [here](#) starting on page 10 through page 11.

VI. General Updates – Member Announcements

Cohen announced that staff did not meet the CDBG timeliness test. Cohen further explained, HUD would like to see that grantees have no more than 1.5 times the annual CDBG allocation in the bank 60 days prior to the start of a new fiscal year; currently Washtenaw County Urban County has closer to 1.7 times the annual CDBG allocation in the bank. At this stage HUD requires grantees to complete a work-out plan which outlines a plan of action on spending down funds to meet the 1.5 or below requirement. If funding is not spent down by the next timeliness test, which is scheduled for May 2025, Washtenaw County Urban County CDBG allocation can be potentially reduced for the next fiscal year. Cohen stated that staff will be communicating to communities regarding their individual allocations and project timeline.

***Council member Ruddock** asked for a point of clarification if Cohen was only referring to CDBG allocations and no other sources of funding that may contribute to a timeliness test.*

***Cohen** confirmed this timeliness test only applies to the CDBG annual allocation received from HUD.*

- VII. Public Comment** – Commissioner Hodge opened for public comment at 2:27 pm.
Michael Appel (Avalon Housing) – I would like to just reiterate our appreciation here at Avalon your assistance with helping move these projects along.

VIII. Adjournment

Motion to Adjourn – Moved by Aniol. Supported by Dillon.
Adjourned at 2:30 PM

**Next Meeting: Wednesday, September 11, 2024, 2:00 – 3:30pm,
Location: In Person – Learning Resource Center (4135 Washtenaw Ave, Ann Arbor)**

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE (UCEC) MEETING
Wednesday, September 11, 2024, 2:00pm- 3:30pm

AGENDA SUMMARY

Public Hearing on Draft 2023 CAPER (Jasmyne Townsend, OCED)

The 2023-2024 Consolidated Annual Performance and Evaluation Report (CAPER) provides information and accomplishment data related to Community Development Block Grant (CDBG), HOME Investment (HOME) Partnerships, and Emergency Solutions Grant (ESG) programs for the time period July 1, 2023 – June 30, 2024. This is Washtenaw County's first annual performance report for the 2023-2027 Five-Year Consolidated Plan.

A three-page overview of the CAPER highlights is available [here](#) and a full draft report can be accessed [here](#).

In addition to the 30-day comment period which began on August 30th, this hearing is being held to solicit citizen input on the Draft 2023 Consolidated Annual Performance & Evaluation Report (CAPER).

This hearing invites participation and/or written comments from any person having an interest, or their duly appointed representative, in the following Urban County jurisdictions: City of Ann Arbor, City of Chelsea, City of Dexter, City of Saline, City of Ypsilanti, Ann Arbor Township, Augusta Township, Bridgewater Township, Dexter Township, Lima Township, Manchester Township, Northfield Township, Pittsfield Township, Salem Township, Saline Township, Scio Township, Superior Township, Sylvan Township, Webster Township, York Township, and Ypsilanti Township.

Approval of HOME ARP Supportive Services Award Recommendations (ACTION) (Andrew Kraemer, OCED)

OCED's RFP #8638 for \$1,551,159 in HOME ARP funding for Supportive Services closed mid-July. The Continuum of Care's Funding Review Team (FRT) conducted a review and scored all proposals received. A total of 11 proposals were received, of which 6 were recommended by the FRT to the Washtenaw County Continuum of Care Board for approval.

These funds have two separate approval tracks before contracts can be issued – Local approval and HUD approval.

The Local approval process consists of the FRT's award recommendations being approved by the following entities in this order:

- (1) CoC Board (Voted to approve, 9/5/24)
- (2) Urban County Executive Committee (Voting today, 9/11/24)
- (3) County Board of Commissioners (Anticipated Vote in November)

The HUD approval process consists of HUD approving another Substantial Amendment to our County's HOME ARP Allocation Plan. The Substantial Amendment process involves a 30-day period for citizen participation, after which OCED will present the final Substantial Amendment to the Board of Commissioners (BOC) for approval to submit to HUD. Staff anticipates bringing a final Substantial Amendment to the BOC for approval in November, in tandem with BOC final approval of the HOME ARP supportives services awards pending HUD's acceptance of the amended Allocation Plan.

Prior to the UCEC taking action at today's meeting, Andrew Kraemer will provide additional information about the FRT process, the recommended awards, and the HUD requirement for a second Substantial Amendment to our County's HOME ARP Allocation Plan.

A timeline with key dates will be made available soon on the County's [HOME ARP webpage](#).

Recommended Motion language:

The Urban County Executive Committee moves:

- *to approve the 6 HOME ARP Supportive Services award recommendations as presented by the Continuum of Care Funding Review Team and subsequently approved by the Continuum of Care Board on September 5, 2024; and*
- *to recommend that the Washtenaw County Board of Commissioners follow suit in approving the 6 awards as presented; and*
- *that, once the citizen participation process has been concluded and in the interest of timely contracts, the Urban County Executive Committee shall allow the Final Substantial Amendment to the HOME ARP Allocation Plan to go directly to the Washtenaw County Board of Commissioners (i.e. no formal approval from UCEC at that step in the process).*

Presentation: Homelessness/Continuum of Care Data (Andrew Kraemer, OCED)

OCED's CoC Data and Evaluation Specialist, Andrew Kraemer, will provide updates on the current state of homelessness in the County and efforts being made to address these needs.

Additional Information

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

JOB FAIR

SEPTEMBER 25, 2024
01:00 PM - 04 :00 PM

Washtenaw Community College
Morris Lawerence Building
4800 E. Huron River Drive
Ann Arbor, Mi 48105

This event is sponsored by:



REGISTER NOW

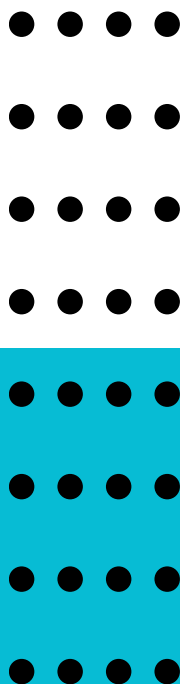
[HTTPS://FORMS.OFFICE.COM/G/HWCBEYNJZC](https://forms.office.com/G/HWCBEYNJZC)

For more information or to request reasonable accommodations, please contact
JobDevelopersAlliance@gmail.com



Transportation & Parking:
AATA Route 3

Parking in front of the
Morris Lawrence Building is
Free





WHERE WE ARE

415 W Michigan, Ypsilanti
2245 S State St, Ann Arbor
878 Cross St, Ypsilanti
7651 Dan Hoey Rd, Dexter

Meet 1-on-1 with a Washtenaw County Financial Empowerment Counselor who can help you:

- Take control of your debt
- Deal with debt collectors
- Improve your credit
- Create a budget
- Open a bank account
- Start an emergency fund
- Save and plan for your future
- And much more

Financial counseling is free and confidential. Translation services are available when meeting with a counselor.

Visit bit.ly/wash-FEC to make an appointment for free professional counseling at a Financial Empowerment Center near you.

For more information, email fec@washtenaw.org.



**Washtenaw
County
Financial
Empowerment
Center**

Financial Empowerment Centers are run by Washtenaw County in partnership with Jewish Family Services, EMU, and Faith in Action.



WASHTENAW

CAN HELP



**Washtenaw
County
Financial
Empowerment
Center**

WASHTENAW CAN HELP

Financial Empowerment Center counselors have already helped tens of thousands of people reduce their debt and take control of their finances.

We can help you, too.

Scan the QR code below or visit bit.ly/wash-FEC to make an appointment at a Financial Empowerment Center near you.



DO YOU WANT TO FIX YOUR CREDIT REPORT OR CREDIT SCORE?

"I looked at my credit report and there were things I didn't understand. I came to a Financial Empowerment Center, and it was such a welcoming environment. They helped me understand what I needed to do to better my situation. I believe everyone can succeed...I honestly believe that."

- Davion, Manhattan



DO YOU WANT TO STOP PAYING TO GET YOUR OWN MONEY?

"I spent more than \$1,200 a year on check cashers. Now I have a safe bank account with no fees and direct deposit. I tell everyone to get a bank account and stop wasting their money like I did."

- Mercedes, Bronx

HAVE YOU SEEN OFFERS FROM COMPANIES PROMISING TO "FIX" YOUR DEBT...BUT ONLY IF YOU PAY THEM FIRST?

"I saw an ad on TV to 'get out of debt.' I paid the company over \$6,000, but they did nothing. And because they told me not to pay my creditors, I got sued. I went to a free Financial Empowerment Center. They told me I had been ripped off and they would help. Everyone should know there's free help with debt."

- Joseph, Brooklyn



WASHTENAW COUNTY HOME ARP SUPPORTIVE SERVICES RFP



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

WHAT IS HOME ARP?

- The **HOME Investment Partnerships Program (HOME)** provides formula grants to States and localities that communities use – often in partnership with local nonprofit groups – to fund a wide range of activities including building, buying, and/or rehabilitating affordable and attainable housing for rent or homeownership.
- The **American Rescue Plan (ARP)** provided \$5 billion to assist individuals or households who are homeless, at-risk of homelessness, and other vulnerable populations (“Qualifying Populations”) by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country.
- HOME ARP Funds are governed by a [HUD Notice](#). Please refer to this notice for more details about running a program through HOME ARP. Supportive Service details begin on page 42.

HOME ARP IN WASHTENAW COUNTY

AMENDED HOME-ARP BUDGET (Approved 10/4/23)			
Funding Category	Funding Amount	% of Grant	Statutory Limit
Supportive Services	\$1,459,914	32%	--
Non-Profit Operating	\$ 228,112	5%	5%
Administration and Planning	\$ 684,334	15%	15%
Development of Affordable Rental Housing	\$2,189,870	48%	--
Acquisition and Development of Non-Congregate Shelters			--
Tenant Based Rental Assistance (TBRA)			--
Non-Profit Capacity Building			5%
Total HOME ARP Allocation	\$ 4,562,230	100%	

This RFP is for the \$1,459,914 in Supportive Services Funding, plus 40% of the Non-Profit Operating Funding (91,245), for a total of \$1,551,159 for projects serving qualifying residents of Washtenaw County.

ELIGIBLE COSTS

- HOME ARP funding works a bit differently than other homeless assistance through the US Department of Housing and Urban Development
- Instead of specific program components, such as Prevention or Rapid Re-Housing, which have their own guidelines and eligible costs, HOME ARP has a large group of eligible costs.
- You can make a program like existing programs, or you can combine them into new programs!

ELIGIBLE COSTS

- Child Care
- Education Services
- Employment Assistance & Job Training
- Food
- Legal Services
- Life Skills Training
- Mental Health Services
- Outpatient Health Services
- Substance Abuse Treatment Services
- Transportation
- Case Management
- Mediation
- Credit Repair
- Landlord/Tenant Liaison
- Services for people fleeing Domestic Violence
- Financial Assistance for application fees, security deposits, utilities, moving costs, first/last month's rent, rental arrears, and short- or medium-term rental assistance

Please refer to the RFP and [HUD Notice](#) for details on these categories

QUALIFYING POPULATIONS

- HOME ARP Supportive Services can serve a broader population than typical HUD funding for homeless programs:
- Eligible populations include:
 - **Literally Homeless**, as defined by HUD
 - **At-Risk of Homelessness**, as defined by the federal code
 - **Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking**, as defined by HUD
 - **Other populations**
 - See next slide →
 - **Veterans and Families that include a veteran** that meet the above criteria

Please refer to the RFP and [HUD Notice](#) for details on these categories

QUALIFYING POPULATIONS, CONT'D

- **Other populations include households who meet one or more of the following:**
 - Other Families requiring services or Housing Assistance to prevent homelessness
 - Households previously defined as homeless who are currently housed due to temporary or emergency assistance
 - At greatest risk of housing instability
 - Annual income less than or equal to 30% AMI and paying more than 50% of income towards housing OR
 - Annual income less than or equal to 50% AMI and meets one of the following:
 - Has moved for economic reasons more than twice in the past 60 Days
 - Is living in the home of another because of economic hardship
 - Has been notified in writing that their current housing will be terminated within 21 days
 - Lives in a hotel or motel paid for by government or charitable organizations
 - Lives in housing with more than 1.5 persons per room as defined by the US Census Bureau
 - Is exiting a publicly funded institution or system of care (health care, treatment, correction programs)

Please refer to the RFP and [HUD Notice](#) for details on these categories

PROJECTS AND RECOMMENDATIONS

Agency	Project Type	Admin	Staffing	Direct assistance	Total HOME ARP Ask	FRT Score	
Child Care Network	Family Support Program	\$20,313	\$129,599	\$175,089	\$325,000	38.25	Recommended Projects
SafeHouse	DV Survivor services	\$4,743	\$29,492	\$46,400	\$80,635	37.25	
Ozone House	Supporting Youth Transition to Home	\$20,057	\$192,886	\$194,462	\$407,405	36.67	
Friends in Deed	Homelessness Prevention	\$15,625	\$106,272	\$128,103	\$250,000	36.25	
Jewish Family Services	Refugee hoteling and prevention for older adults	\$18,750	\$108,378	\$172,872	\$300,000	35.00	
Michigan Ability Partners	PSH Supportive Services	\$11,757	\$128,462	\$47,900	\$188,119	33.75	Projects Not Recommended
Ann Arbor Tenant's Union	Tenant Empowerment	\$0	\$24,690	\$6,500	\$35,000	33.00	
Community Action Network	Mental Health Support in CAN Communities	\$6,250	\$80,984	\$12,766	\$100,000	32.00	
SOS Community Services	Homelessness Prevention, Diversion, Shelter, RRH Prevention for Avalon and	\$12,500	\$0	\$200,000	\$212,500	32.00	
Avalon Housing	AAHC tenants	\$0	\$250,000	\$50,000	\$300,000	27.50	
NEW + Journey of Faith	Street Outreach and Case Management Team	\$20,610	\$290,500	\$98,500	\$409,610	26.67	
Total:					\$1,551,159		

Washtenaw County

HOME ARP SUPPORTIVE SERVICES RFP

Funding Review Team Recommendations



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

Introduction

The HOME Investment Partnerships Program (HOME) provides formula grants to States and localities that communities use – often in partnership with local nonprofit groups – to fund a wide range of activities including building, buying, and/or rehabilitating affordable and attainable housing for rent or homeownership.

The American Rescue Plan (ARP) provided \$5 billion to assist individuals or households who are homeless, at-risk of homelessness, and other vulnerable populations (“Qualifying Populations”) by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country.

Washtenaw County submitted our most recent [HOME ARP Allocation Plan Amendment](#) to HUD on October 4, 2023, which was approved by HUD in January of 2024. Under this plan, Washtenaw County dedicated \$1,459,914 for Supportive Services for people experiencing homelessness, along with \$91,245 in administrative funding, for a total of \$1,551,159 in funding for projects in Washtenaw County.

Request for Proposal and Funding Review Team Process

Washtenaw County released a Request for Proposal for these funds on June 10, 2024. The RFP closed on July 12.

In total, 11 agencies applied for funding:

- Ann Arbor Tenant’s Union
- Avalon Housing
- Child Care Network
- Community Action Network
- Friends in Deed
- Jewish Family Services
- Journey of Faith
- Michigan Ability Partners
- Ozone House
- SafeHouse Center
- SOS Community Services

These applications were then reviewed, scored, and ranked by the Funding Review Team, a standing committee of the Continuum of Care charged with making funding recommendations. The Funding Review Team met 4 times in July and August to review projects and deliberate. Projects were scored using the rubric in Attachment A. Funding Review Team members include:

- Amanda Sternberg, Performance Management Analyst, Homeless Action Network of Detroit
- Bridget Herrmann, Senior Director, Collective Impact, United Way for Southeastern Michigan
- Laurie Lutomski, Community Resource Coordinator, Ypsilanti township
- Patricia Davis, Outreach worker, Washtenaw County Sherriff’s Office
- Sharon Lapides, Community Housing Locator, Washtenaw Housing Alliance

Two other Funding Review Team members were recused as their agencies had applied for this funding. Three other members could not participate in this round.

Projects were funded in order of points scored, with adjustments to some projects to fit the available funding.

Funding Recommendations & Ranking

The Funding Review Team is recommending the following projects for funding through the Supportive Services RFP:

- Child Care Network: Family Support Program
 - Childcare scholarships and support for families experiencing homelessness
- Friends in Deed: Homelessness Prevention
 - Financial assistance for households at risk of homelessness
- Jewish Family Services: Refugee Hoteling and Prevention for Older Adults
 - Hotels for homeless refugees and financial assistance for older adults at risk of homelessness
- Michigan Ability Partners: Permanent Supportive Housing Supportive Services
 - Services and financial assistance for formerly homeless persons at risk of returning to homelessness
- Ozone House: Supporting Youth Transition to HOME
 - Services and financial assistance for literally homeless youth and young adults
- SafeHouse Center: DV Survivor Services
 - Services and financial assistance for survivors of domestic violence

The funding recommendations and scoring can be seen in the below chart:

Agency	Project Type	Admin	Staffing	Direct assistance	Total HOME ARP Ask	FRT Score	
Child Care Network	Family Support Program	\$20,313	\$129,599	\$175,089	\$325,000	38.25	Recommended Projects
SafeHouse	DV Survivor services	\$4,743	\$29,492	\$46,400	\$80,635	37.25	
Ozone House	Supporting Youth Transition to Home	\$20,057	\$192,886	\$194,462	\$407,405	36.67	
Friends in Deed	Homelessness Prevention	\$15,625	\$106,272	\$128,103	\$250,000	36.25	
Jewish Family Services	Refugee hoteling and prevention for older adults	\$18,750	\$108,378	\$172,872	\$300,000	35.00	
Michigan Ability Partners	PSH Supportive Services	\$11,757	\$128,462	\$47,900	\$188,119	33.75	
Ann Arbor Tenant's Union	Tenant Empowerment	\$0	\$24,690	\$6,500	\$35,000	33.00	Projects Not Recommended
Community Action Network	Mental Health Support in CAN Communities	\$6,250	\$80,984	\$12,766	\$100,000	32.00	
SOS Community Services	Homelessness Prevention, Diversion, Shelter, RRH	\$12,500	\$0	\$200,000	\$212,500	32.00	
Avalon Housing	Prevention for Avalon and AAHC tenants	\$0	\$250,000	\$50,000	\$300,000	27.50	
NEW + Journey of Faith	Street Outreach and Case Management Team	\$20,610	\$290,500	\$98,500	\$409,610	26.67	
Total:					\$1,551,159		

Approval and Next Steps

This funding has two separate tracks for final approval: Local approval and US Housing and Urban Development approval. Both approvals will be required before projects will be able to start activities.

Local Approval

These recommendations were approved by a virtual vote of the Washtenaw County Continuum of Care Board on September 5, 2024.

If approved by the CoC Board, the recommendations will be voted on by Washtenaw Urban County at their meeting on September 11.

Following approval by Urban County, the recommendations will be voted on by the Washtenaw County Board of Commissioners for final approval.

Housing and Urban Development Approval

Because we did not yet know what types of supportive services we would be funding, and what populations would be prioritized within those services, we did not identify any priority populations in our current HOME ARP Allocation Plan.

Now that projects and priority populations have been identified, we need to detail those in our Allocation Plan through another substantial amendment. This amendment will be drafted by the Office of Community and Economic Development and will be open for public feedback before being submitted to HUD for approval.

Once both the Board of Commissioners and HUD have signed off, Washtenaw County will begin issuing contracts.

Attachment A

Scoring Sheet

Instructions: Review team members are to review the applications and award points to the extent which the scoring criteria are met. A scale with suggested points has been created for each component.

Scoring Components	Criteria for Scoring	Awarded Points
1. Agency Overview	<i>This component is based on the questions about the agency's description and mission/vision</i> <i>Suggested scoring scale:</i> 5 – Comprehensive description of the applicant's agency and mission/vision, which clearly articulates their core programming and services 4 – Strong description of the applicant's agency and mission/vision, including programs and services, with minimal language that is unclear or confusing 3 – Average description of the applicant's agency and mission/vision, including programs and services, with some language that is unclear or confusing 2 – The description of the applicant's agency, mission/vision, programs, and services is unclear or confusing 1 – The agency description, mission/vision, and/or programs and services description are incomplete 0 – The agency description and/or mission/vision is missing, and/or the agency is not a human service agency.	____/5
2. Services and Program Description	<i>This component is based on the services/programming that will be supported by the grant. This question is looking to answer "What?" and "How?".</i> <i>Suggested scoring scale:</i> For maximum points (15), application must strongly demonstrate the following qualities:	____/15

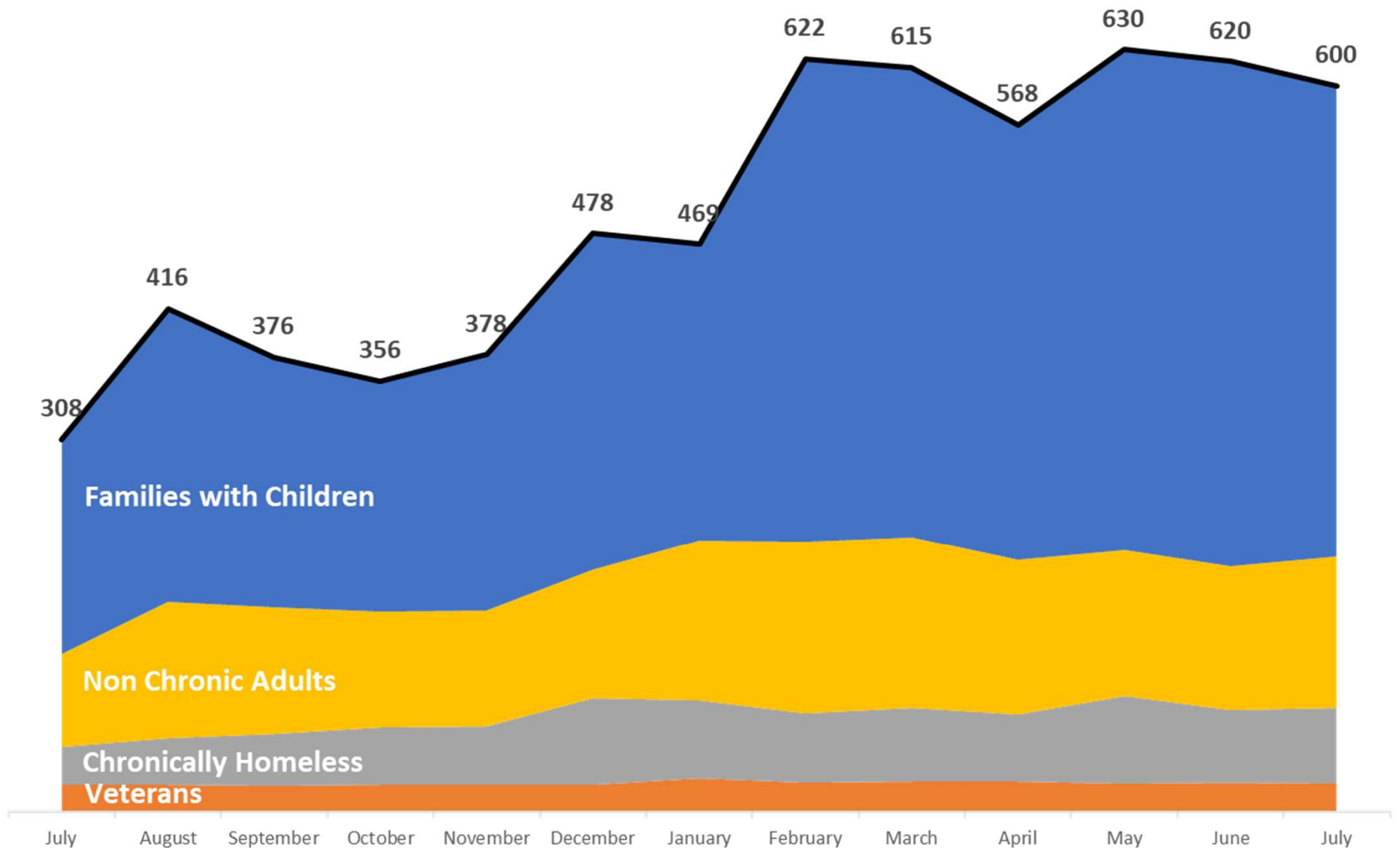
	• Strong and clear articulation of what essential programming includes, with a step-by-step description. • The service/program description should be easily understood by any reader, regardless of the reader's background. • Description provides clear understanding on how programming will address the needs of people experiencing homelessness. 9-14 points: • Adequate and clear articulation of what essential programming includes, with a step-by-step description. • The service/program description can be mostly understood by any reader. • Description provides some explanation on how programming will address the needs of people experiencing homelessness. 4-8 points: • Minimal and/or somewhat unclear description of essential programming/services. • There is no step-by-step Description. • No mention of hoe program will address the needs of people experiencing homelessness. 0-3 points: • Incomplete and/or very unclear responses. • The proposed service/program is not human services. • No mention of addressing the needs of people experiencing homelessness.	
3. Program Management	<i>This component is based on the program management structure. This question is looking to answer "Who?".</i>	___/10

	<i>Suggested scoring scale:</i> For maximum points (10), application must strongly demonstrate the following qualities: • Comprehensive description of staffing structure, qualifications of those working directly with the program, and key responsibilities that ensures the success and capacity of the program. 6-9 points: • Adequate and clear articulation of who and how the essential programming will be supported by. • The applicant’s proposed staffing structure and key responsibilities will adequately meet programming expectations. 3-5 points: • Minimal, misaligned, and/or somewhat unclear responses. • The applicant’s proposed staffing structure and key responsibilities will not fully satisfy program expectations. 0-2 points: • Incomplete and/or very unclear responses. • The applicant’s proposed staffing structure and key responsibilities will not satisfy program expectations.	
4. Positive Impact of Program	<i>This component is based on the impacts of the service/program.</i> <i>This question is looking to answer “Why?”.</i> <i>Suggested scoring scale:</i> For maximum points (10), application must strongly demonstrate the following qualities:	____/10

	• Comprehensive description of the service/program's positive impacts that is easy to understand for any reader. • Positive impacts are highly realistic based on strong evidence provided and the response's connection to the description of the service/program (Question 2). • Community/stakeholder engagement and involvement in the programming is clearly outlined and incorporated throughout. 6-9 points: • Adequate description of the service/program's positive results that is easy to understand for any reader. • Positive impacts are realistic based on evidence provided and the response's connection to the description of the service/program (Question 2). • Community/stakeholder engagement and involvement in the programming is minimally outlined and incorporated throughout. 3-5 points: • Minimal, misaligned, and/or somewhat unclear description of positive impacts. • The positive impacts are supported with minimal evidence and are loosely connected to the proposed programming, so they seem unrealistic or assumed. 0-2 points: • Incomplete and/or very unclear responses. • The proposed positive impacts are not supported by any evidence or connection to proposed programming.	
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All By Name Lists: 13 Month Lookback

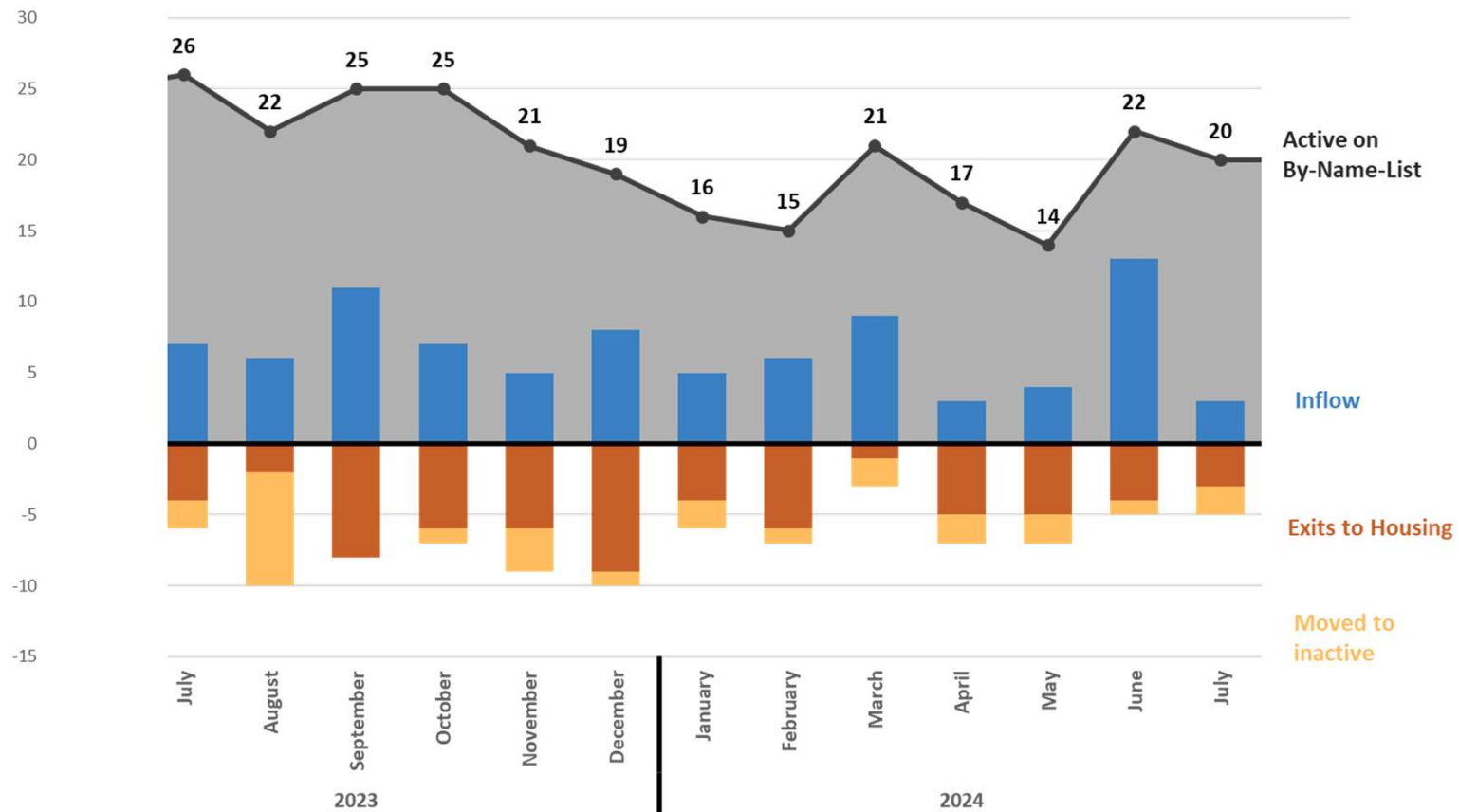
July 2022 to
July 2023



Families are counted in total *Persons*

Veteran By Name List: 13 Month Lookback

July 2023 to
July 2024

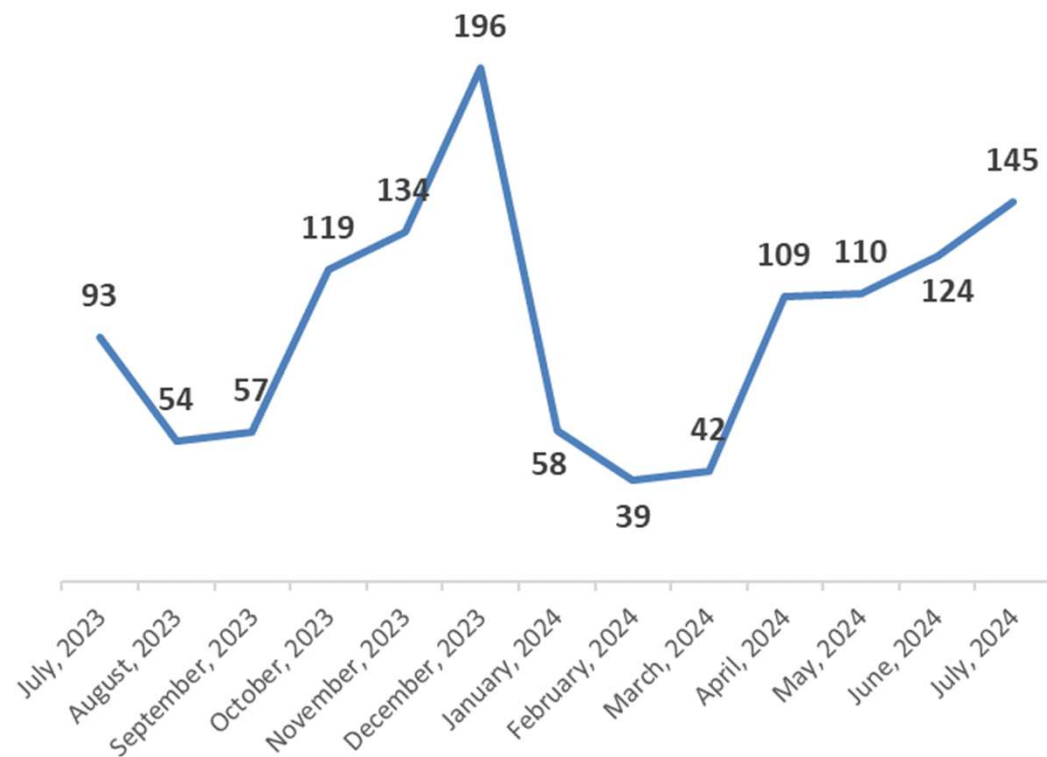


Veteran By Name List: Length of Time to Housing

July 2023 to
July 2024

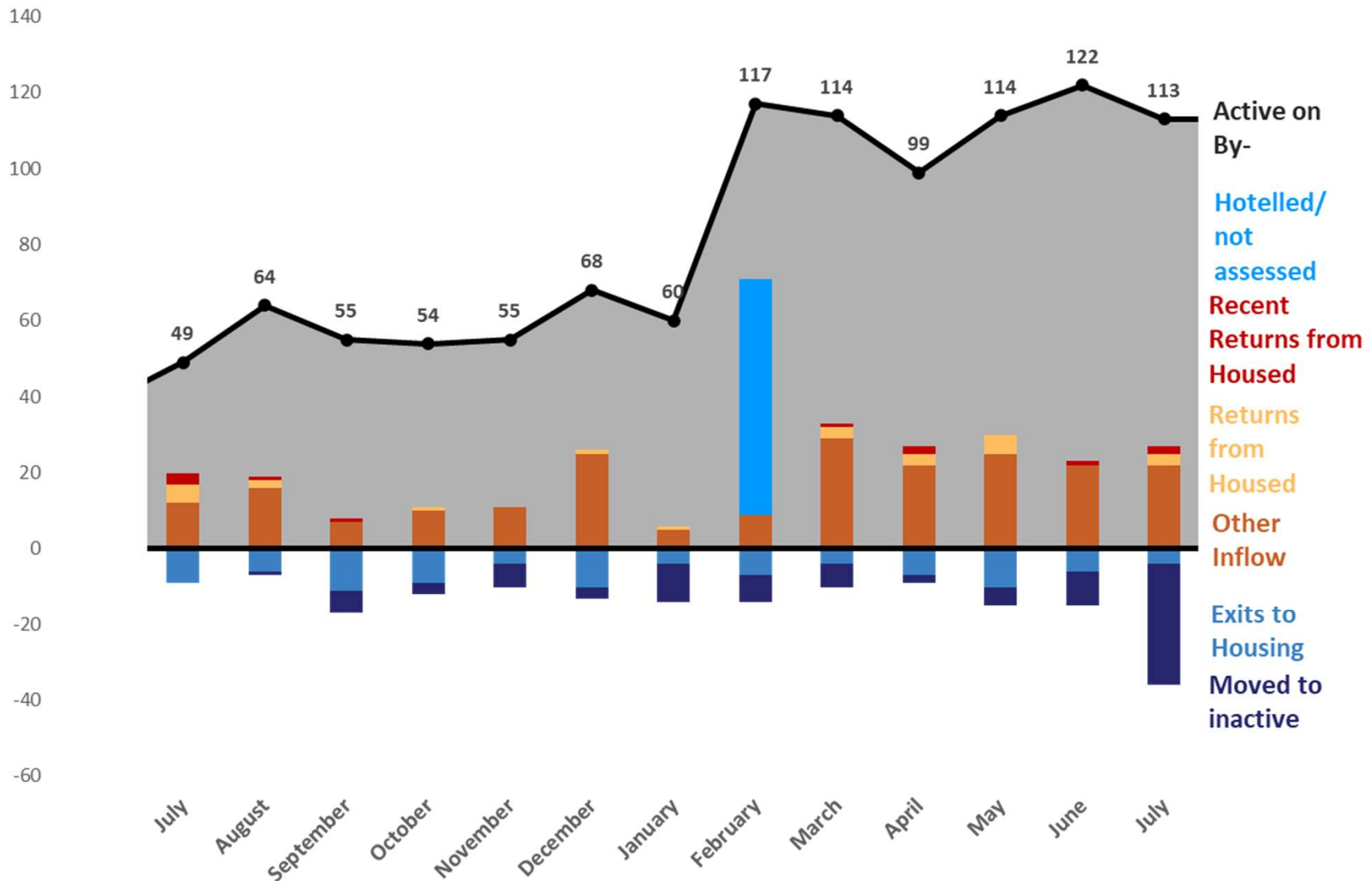
Yearly Averages

Year	Days to Housing
2018	97
2019	97
2020	86
2021	111
2022	99
2023	113
2024	89



Family By Name List: 13 Month Lookback

July 2022 to
July 2023



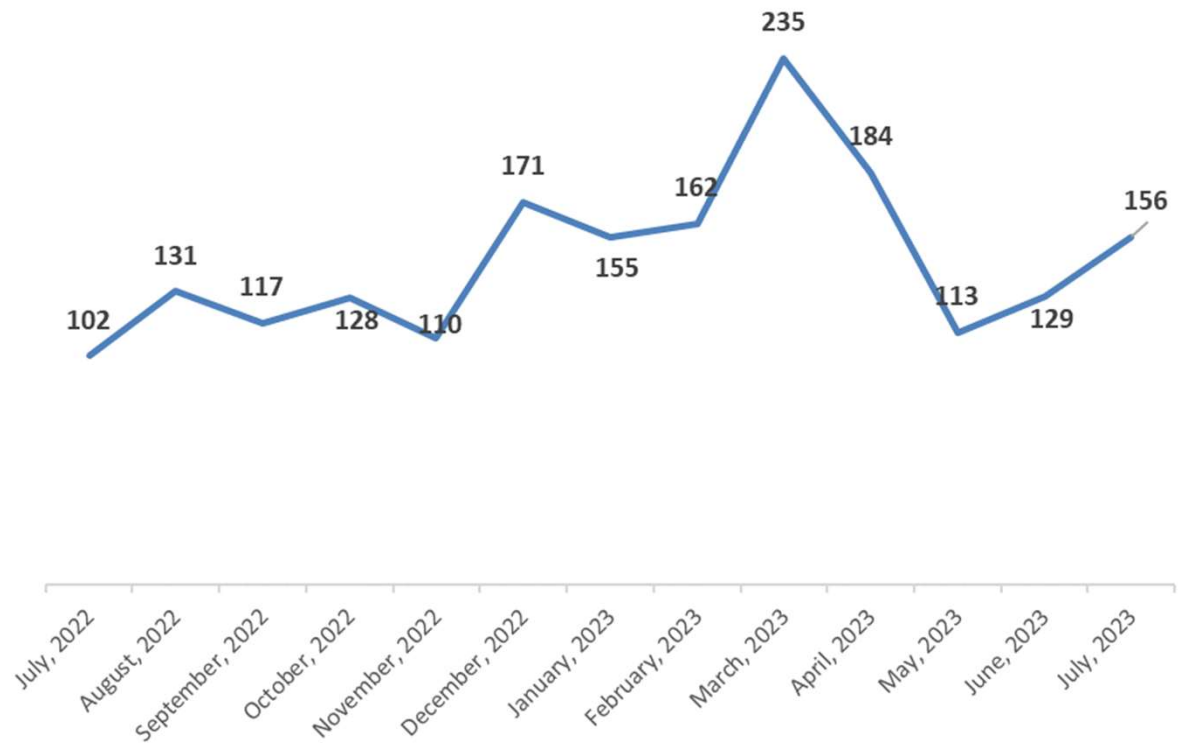
Recent Returns are clients who were housed in the past 2 years

Family By Name List: Length of Time to Housing

July 2022 to
July 2023

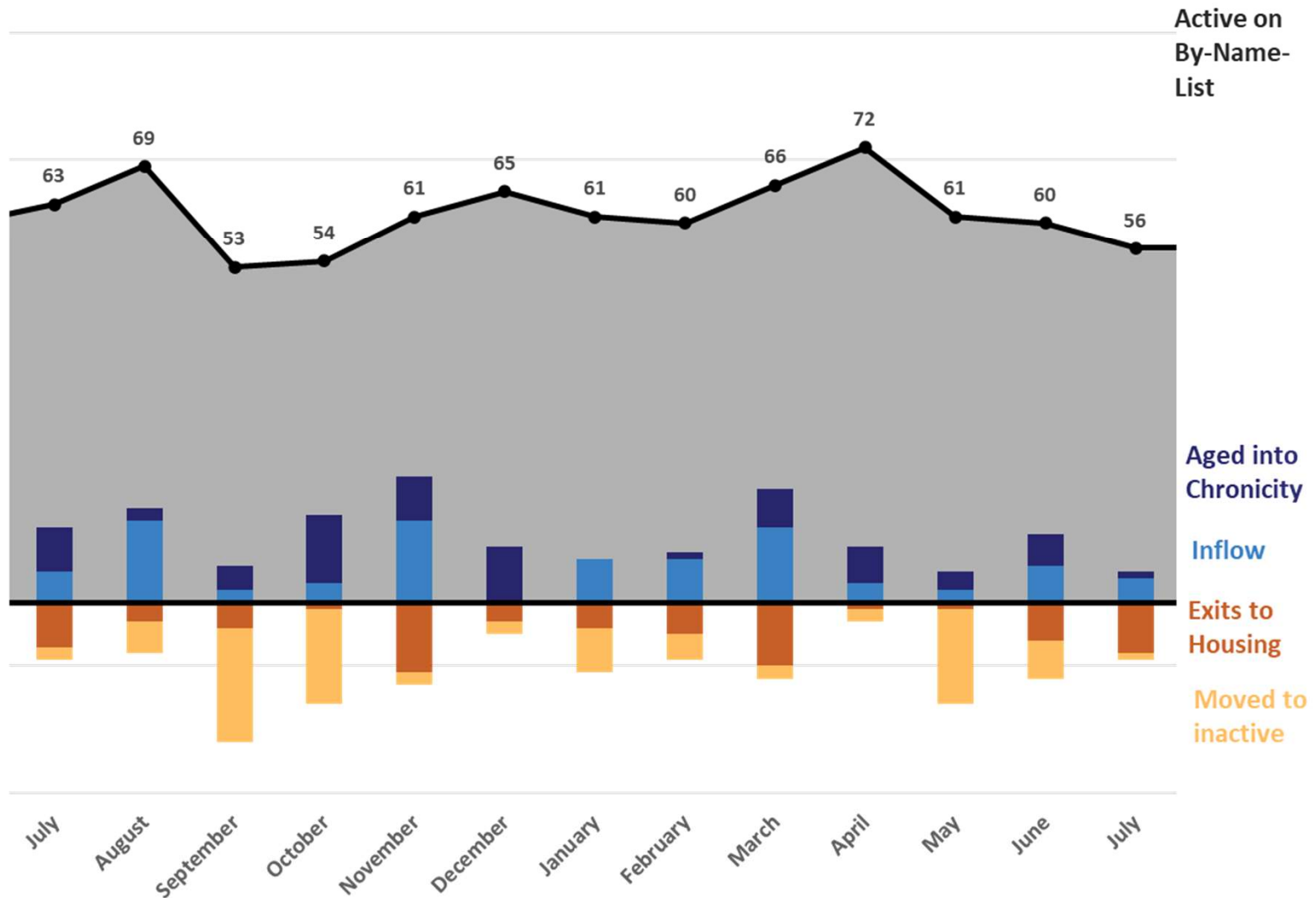
Yearly Averages

Year	Days to Housing
2018	83
2019	98
2020	91
2021	92
2022	116
2023	156



Chronic By Name List: 13 Month Lookback

July 2023 to
July 2024

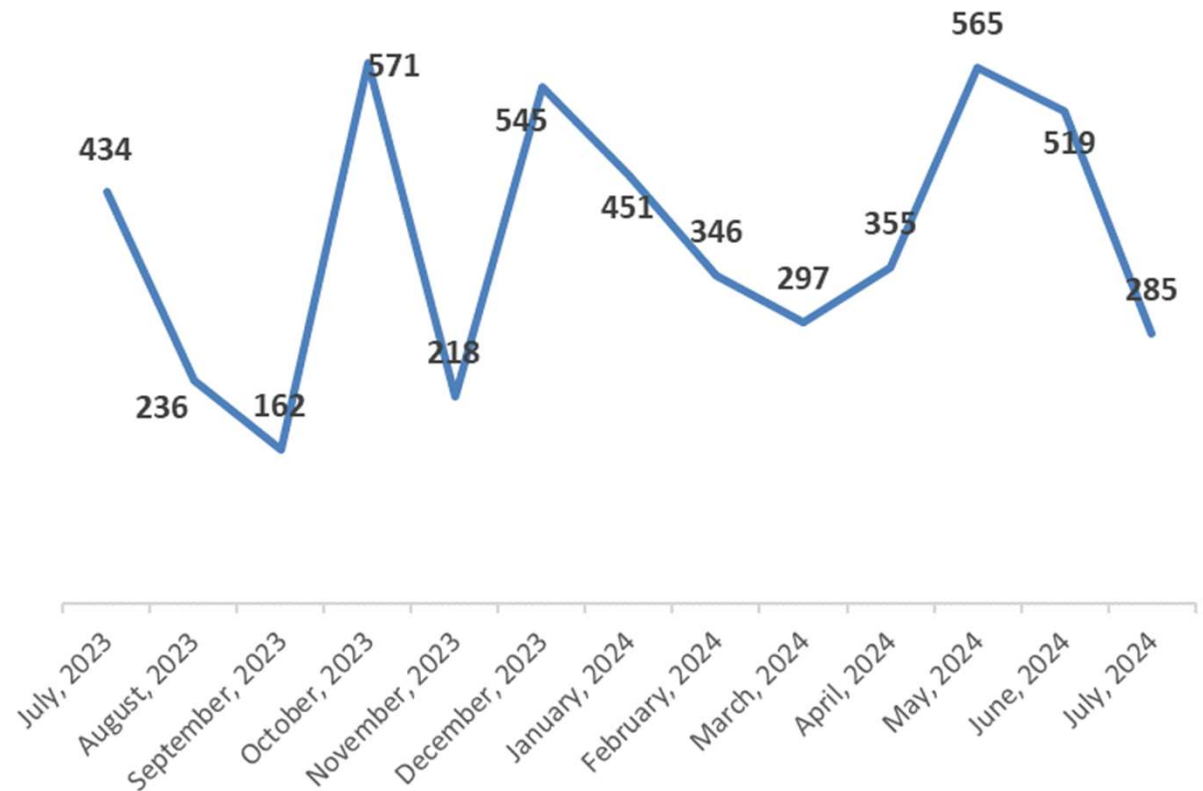


Chronic By Name List: Length of Time to Housing

July 2022 to
July 2023

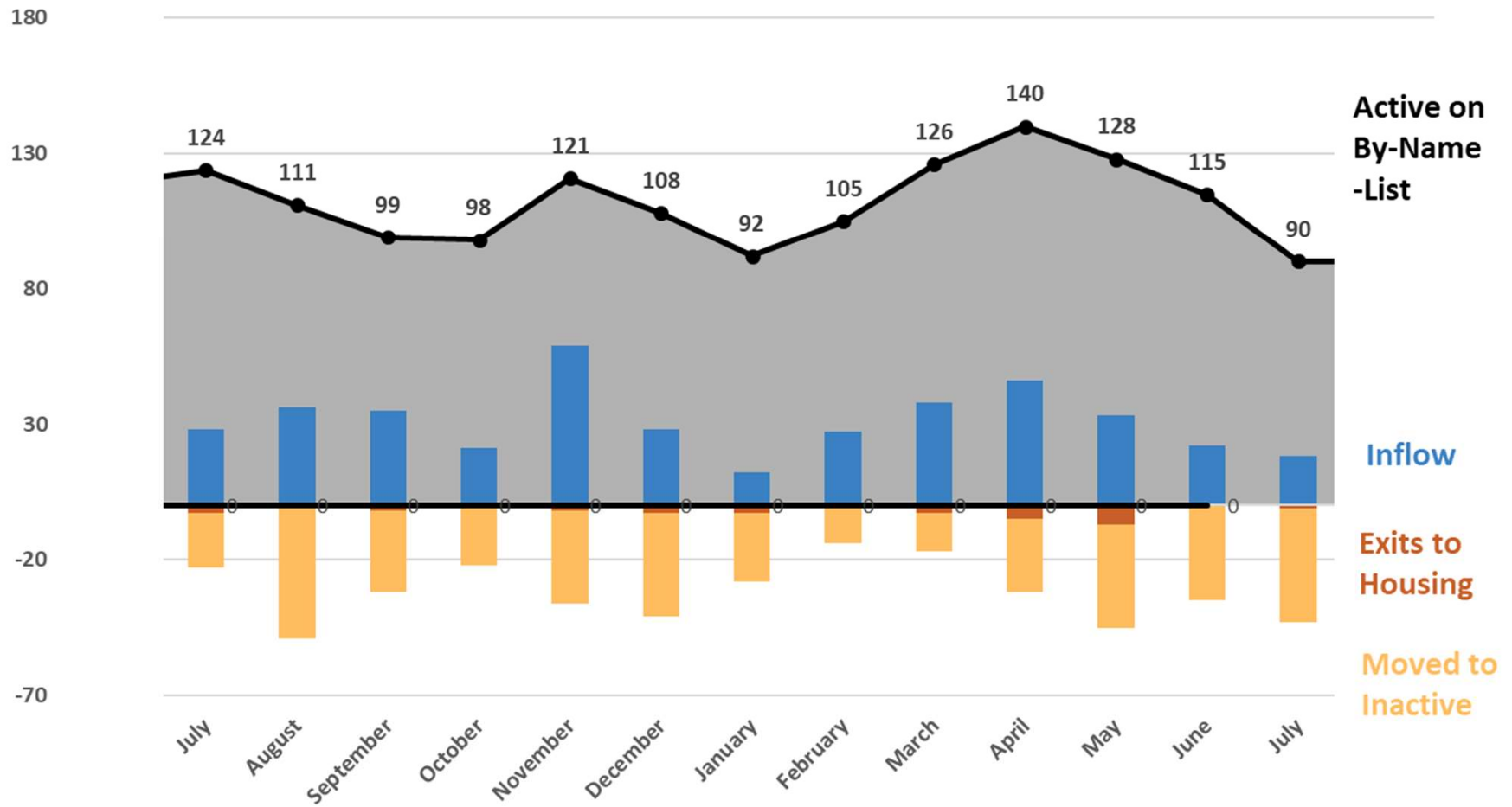
Yearly Averages

Year	Time to Housing
2018	235
2019	247
2020	220
2021	365
2022	322
2023	319
2024	366



Non-Chronic By Name List: 13 Month Lookback

July 2023 to
July 2024

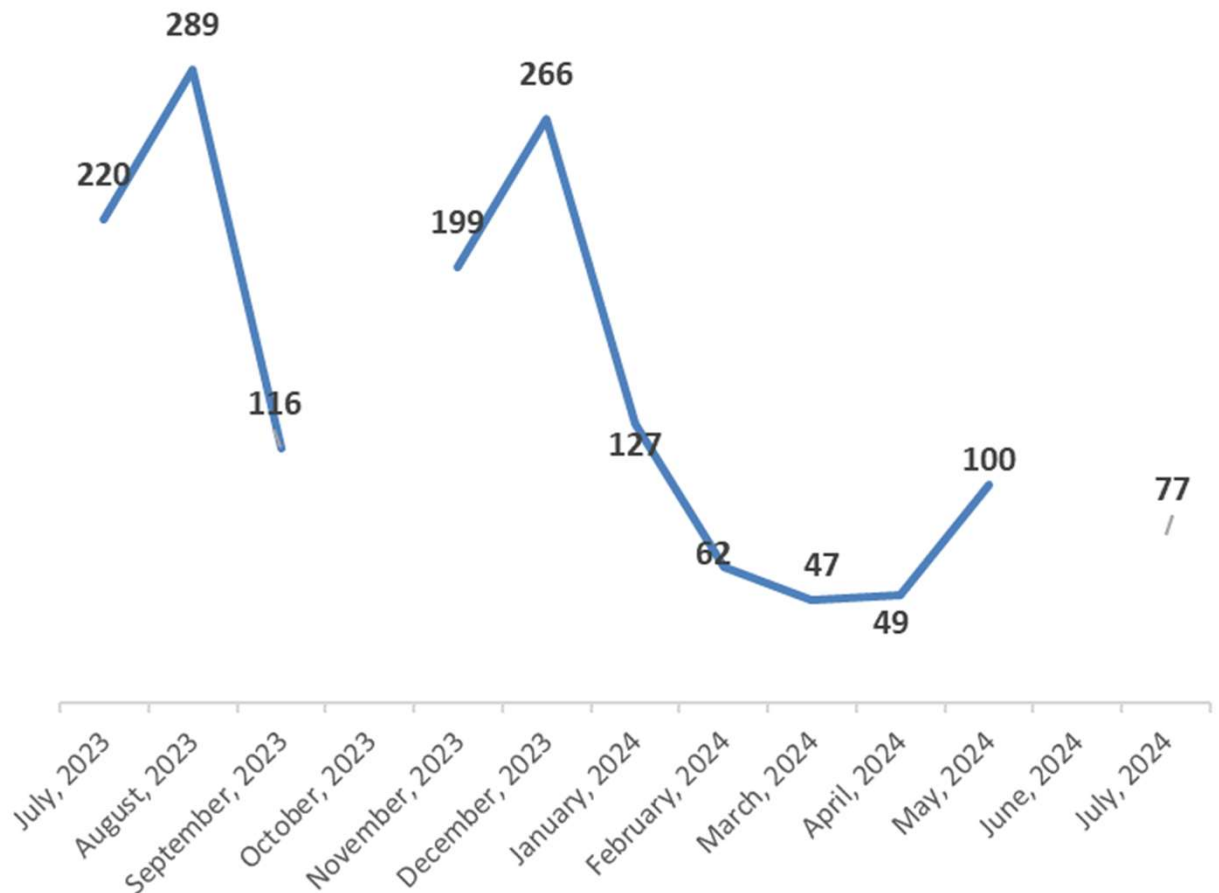


Non-Chronic By Name List: Length of Time to Housing

July 2023 to
July 2024

Yearly Averages

Year	Time to Housing
2018	163
2019	136
2020	148
2021	157
2022	167
2023	230
2024	80





OCED CALL CENTER DATA

JULY 2024



OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

2,770

Total Calls

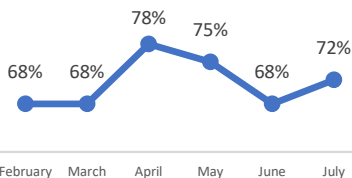
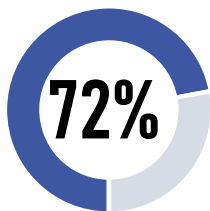
57% of 2,285 Inbound
Calls Answered Live

1038 Unique Callers

126

Calls per day

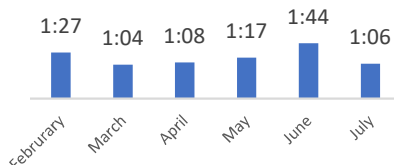
Calls Answered in less
than 5 minutes



Average Wait Time

1:06

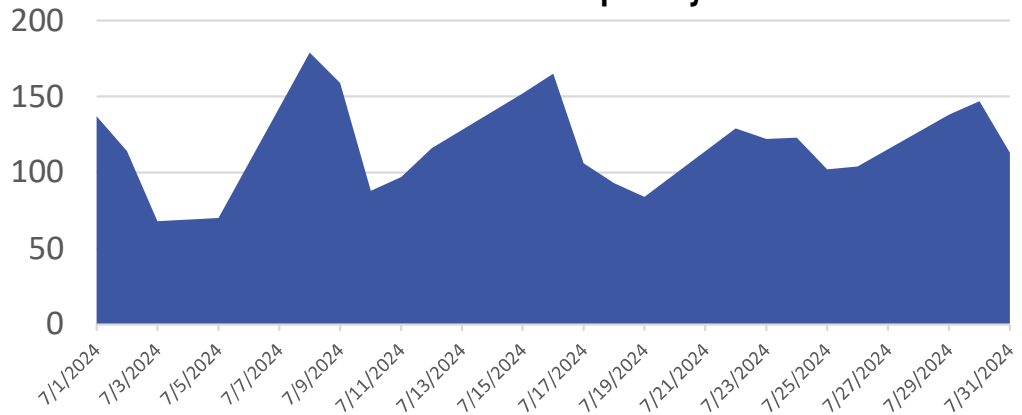
Minutes



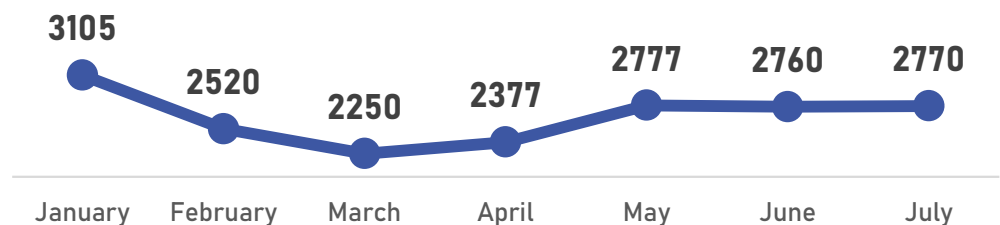
Average Voice Mail Callback Time

Within one business hour

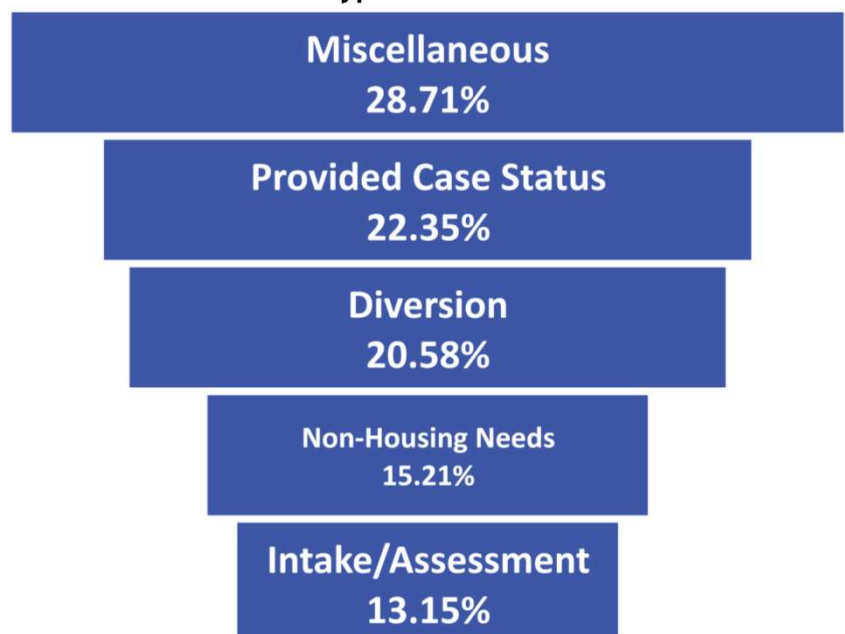
OCED Call Volume per Day



Calls per Month



Types of Calls



Miscellaneous calls include wrong numbers, calls for general information, interrupted calls, ineligible clients, etc.

Non-Housing Needs are calls requesting assistance not available through HAWC

ASSESSMENTS & REFERRALS

JULY 2024



1038
Unique Callers

149

Appointments Scheduled



7

Youth under 25
added to CHP List

42

Prevention Referrals



94

Prevention Assessments
Conducted

21 Days

Average Wait Time for
Assessment

12 Households

Waiting for appointments as of 8/1

Scheduling on August 7
as of 8/1/24

39

Family Homeless
Assessment Referrals



49

Family Homeless
Assessments Conducted

1.3 Days

Average Wait Time for
Assessment

32

Families added to CHP List

53

Individual Homeless
Assessment Referrals



43

Individual Homeless
Assessments

**Same or next
Day**

Average Wait Time for
Assessment

28

Adults added to CHP List

SHELTER & PERMANENT HOUSING

JULY 2024

Veterans

20

experiencing
homelessness at
end of July

19

sheltered;
shelter space
available

100%

offered a
permanent housing resource

3

Vets permanently housed
last month

Families with Children

108

households
experiencing
homelessness at
end of July

21

families
sheltered;
shelters full

31%

offered a permanent
housing resource

17

Families permanently housed
last month

Single Adults

146

experiencing
homelessness
at end of July

53

in residential
shelter; shelter full

7%

offered a permanent
housing resource

9

Adults permanently housed
last month