



*Community Development Block Grant
Annual Action Plan
2021 – 2022*

City of Holland
Community and Neighborhood Services
270 River Avenue
Holland, Michigan 49423
*Phone (616) 355-1330
Fax (616) 546-7058*

Executive Summary

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

1. Introduction

The purpose of the City of Holland's 2021 Annual Action Plan is to develop and enhance a functional and thriving urban community by providing decent housing, a suitable living environment, and expanded economic opportunities principally for low- and moderate-income persons. The plan sets forth how funding provided via the Community Development Block Grant (CDBG) will be used as an investment tool to achieve specific HUD objectives and outcomes.

2. Summarize the objectives and outcomes identified in the Plan

The City's goals for the 2021-2022 period focus on continuing to improve City neighborhoods and housing conditions by assisting with home repairs for low- to moderate-income homeowners and supporting neighborhood-based services and infrastructure in low- to moderate-income neighborhoods.

Specifically, the City will seek to accomplish the following through strategic use of its allocated CDBG funding:

1. Support low- to moderate-income homeowners with the costs of essential home repairs and energy efficiency improvements through its Home Repair Program.
2. Support the improvement of key city infrastructure (e.g., sidewalks, bus shelters, park improvements) within eligible and targeted neighborhoods.
3. Support a youth employment and skills training program for eligible youth.
4. Support critical services directed to homeless individuals and families through local partner organizations.
5. Support the ongoing provision of Fair Housing Services (education, outreach, enforcement) within the City.

3. Evaluation of past performance

The City of Holland provides required documentation to HUD in the form of its Annual Action Plan and the Consolidated Annual Performance and Evaluation Report. Each year HUD determines that the City's overall progress is satisfactory and that the City of Holland has the capacity to continue implementing and administering the City's CDBG activities in accordance with the applicable statutory requirements.

The City has consistently followed the process of developing, monitoring and reporting on its goals and projects.

4. Summary of Citizen Participation Process and consultation process

During the development of the Consolidated Plan, the City of Holland undertook the following steps with regard to seeking and obtaining citizen participation and consultation:

1. Placed a notice in the Holland Sentinel, on the City website, and emailed several dozen interest groups and residents (including neighborhood groups) announcing two public meetings held for the purpose of informing the public about the CDBG program and to solicit public comments regarding particular needs, opportunities and priorities. These meetings were held on January 25 and 28, 2021.
2. Discussed development of the Annual Action Plan, including prospective goals and priorities during several meetings of the Neighborhood Improvement Committee, a citizen commission charged with oversight of the CDBG program.
3. Held a 30-day public comment period to accept comments on the draft Consolidated Plan (**** ** to *****, 2021).
4. Held a public hearing on ***** **, 2021 during a City Council Regular Meeting.

5. Summary of public comments

A summary of comments received during the public outreach meetings can be found in an attachment to this plan. In brief, comments received predominantly focused on the need for continued attention to the issue of affordable housing supply and access, as well as the costs and barriers to maintaining homes. Other issues noted as needing the City's attention included limited access to public transit, access to mental health supports, housing discrimination, access to child care services, as well as other basic needs.

No comments were received during the public comment period held between ***** ** to ***** **, 2021 or during the public hearing held on *****.

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

There were no comments received that were not accepted.

7. Summary

The City of Holland's 2021 Annual Action Plan has been prepared to develop a functioning and thriving urban community by providing decent housing, a suitable living environment, and expanded economic opportunity principally for low and moderate-income persons. A Citizen Participation Plan was used to gather public comments through public meetings and public hearings. Information gathered from the public, review of available housing market analysis data, other community needs data, and data provided by HUD were used to identify the goals and the activities found within this Plan.

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
CDBG Administrator	HOLLAND	Community & Neighborhood Services

Table 1 – Responsible Agencies

Narrative (optional)

The City of Holland is the lead agency that oversees the entire CDBG grant. The City of Holland directly administers its CDBG-funded home repair program. The City also partners and contracts with several local non-profit organizations to carry out the plan's goals relative to public services and fair housing services.

Consolidated Plan Public Contact Information

Mark Kornelis, Community Development Coordinator

City of Holland - Community & Neighborhood Services

270 S. River Avenue

Holland, MI 49423

m.kornelis@cityofholland.com

616-355-3139

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

1. Introduction

The development of the Plan began with two publicly noticed Consultation Meetings attended by residents and area service agency representatives. During the consultation meetings, a summary of the CDBG planning process was provided, followed by review of poverty and housing data, and then discussion of community needs and opportunities. After the discussion segment at each of the two meetings, a public hearing on the needs of the community was held. The consultation meetings took place remotely via Zoom on January 25 and 28, 2021 with at least 23 persons in attendance, along with several City of Holland staff members.

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 of Holland's Community & Neighborhood Services department is generally involved in all public or otherwise assisted housing initiatives occurring within the City. This may involve being involved in zoning-related issues, site plan approval, recommendation for City-managed incentives, etc.

Other than with regard to housing and homelessness (see below), the City's Community Development staff do not engage in a central role in the coordination efforts pertaining to the health- or mental health-related service sector. Over the past year, however, City staff did regularly participate in bi-weekly conference calls focused in coordinating the human service response to the COVID-19 pandemic.

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 Lakeshore Housing Alliance (LHA) is the HUD-designated Continuum of Care planning entity for Ottawa County, within which the City of Holland is principally located. Much of the City's efforts to be engaged in coordinated planning among human service and housing providers occurs through its active involvement with the LHA. The City has been an active member of the LHA for over 14 years. In addition to the City being an active agency member, the City's Community Development Coordinator is also a member of the LHA's Executive Committee and its Allocations and Accountability Committee. The City's Community Development Coordinator is involved in most regional planning initiatives pertaining to persons who are homeless or at risk of homelessness.

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

As noted above, the City of Holland’s Community Development Coordinator is a member of both the Executive Committee and the Allocation and Accountability Committee of the CoC, the latter of which is responsible for determining allocation of ESG funds among member agencies. This committee is also responsible for evaluating the outcomes of all COC-related projects, including HMIS administration.

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	Agency/Group/Organization	GOOD SAMARITAN MINISTRIES
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency serves as the designated coordinated intake agency for homeless and at-risk households, and is a key resource when discussing community needs. City staff are in frequent communication with agency personnel via participation in the Lakeshore Housing Alliance.
2	Agency/Group/Organization	FAIR HOUSING CENTER OF WEST MICHIGAN
	Agency/Group/Organization Type	Housing Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency's executive director attended the CDBG Consultation Meeting, and the City of Holland contracts with the FHCWM to assist us with our efforts toward affirmatively furthering fair housing within the City.
3	Agency/Group/Organization	LAKESHORE NON-PROFIT ALLIANCE
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Services Coordination and Planning

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization serves as a coordinating resource among the non-profit organizations in the community.
4	Agency/Group/Organization	LAKESHORE HOUSING ALLIANCE/UNITED WAY
	Agency/Group/Organization Type	Housing Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization serves as the designated continuum of care planning entity for Ottawa County.
5	Agency/Group/Organization	COMMUNITY ACTION HOUSE
	Agency/Group/Organization Type	Services-homeless Services - Food Security, Poverty Reduction
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is the lead agency providing food assistance and homeless outreach services within the larger Holland area. A representative attended the City's CDBG Consultation meeting.
6	Agency/Group/Organization	LAKESHORE HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Affordable Housing Provider

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A representative from this agency attended the CDBG Consultation Meeting. This agency provides new affordable housing construction and rehabilitation services.
7	Agency/Group/Organization	CENTER FOR WOMEN IN TRANSITION
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is the lead agency providing services to victims of domestic violence within the greater Holland area.
8	Agency/Group/Organization	3 - SIXTY
	Agency/Group/Organization Type	Neighborhood Group Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Neighborhood Group
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	3-Sixty had representation at one of the CDBG consultation meeting. The City assists this organization financially using general City funding. Anticipated outcomes are better collaboration and coordination of neighborhood needs.
9	Agency/Group/Organization	HOME COR
	Agency/Group/Organization Type	Housing Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Home Rehabilitation Assistance
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency partners with the City in providing home rehabilitation assistance. The agency's director attended one of the CDBG Consultation meetings held in January, 2021.

10	Agency/Group/Organization	ARBOR CIRCLE CORPORATION
	Agency/Group/Organization Type	Health Agency Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Mental Health Services Provider
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This agency is a central provider of mental health and child welfare services in the greater area. Several representatives attended one of the CDBG Consultation meetings held in January, 2021.

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

No agency types were intentionally excluded from the City’s efforts to encourage participation in consultation meetings. All known providers of housing and other core human services were invited via email to the Consultation meetings held on January 25 and 28, 2021.

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	Lakeshore Housing Alliance	Given that the City's Community Development Coordinator is closely involved with the CoC, much of the work of CoC is embedded within this plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

(Intentionally blank)

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

Every year the City of Holland holds at least one Consolidated Plan Consultation Meeting where multiple agencies, groups, and organizations, as well as the general public, are invited to come and share their concerns and needs that they see in the community. Invitations are emailed and a notice is placed in the newspaper. At the end of this annual meeting, a public hearing allows for all who are present to have their comments recorded for City Council to review. This year, two meetings were provided at different times of day in order to encourage greater attendance. These meetings occurred on January 25 and 28, 2021. A summary of information gathered during those meetings is provided in attachment to this plan as well as below in the table accompanying this section.

Offers were also made via the emails promoting the consultation meetings to provide additional information gathering sessions with neighborhood groups, etc., however no requests were made by way of this invitation.

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	Non-targeted/broad community	Two meetings were offered and held at different times of day during the same week (January 25 and 28, 2021). Fourteen individuals representing human service providers and community/neighborhood groups attended the first meeting, and nine individuals attended the second meeting. In addition, several City of Holland staff were present during each meeting, and they were facilitated by the City's Community Development Coordinator.	Comments received focused predominantly on the need for continued attention to the issue of affordable housing supply and access. Other issues noted included limited access to public transit, mental health supports, and child care.	None	

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	Public Hearing	Non-targeted/broad community	Two meetings were offered and held at different times of day during the same week (January 25 and 28, 2021), and each concluded with an opportunity for those in attendance to provide comment during a public hearing.	At the meeting held on January 25, 2021, to individuals spoke during the public hearing: 1) Heather Eizenga, representing Great Start, inquired about City support for childcare needs, noting a great need for childcare for all income levels; 2) Eric Smith, representing Great Lakes Urban, thanked the City for the continued support they are committing to neighborhood development.	None	

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)
3	Public Hearing	Non-targeted/broad community	A public hearing was held on *****, 2021, following a 30-day public comment period and part of the *****, 2021 regular City Council meeting. The AAP was posted on the City website during the 30-day period and was also available in hard copy form upon request.	(yet to be completed)	None	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Holland has received notice that its annual allocation for the 2021 program year will be \$319,454. The City also estimates that it will receive \$10,546 in program income over this time period. No additional public or private resources are expected to be received to carry out the activities described in this plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder 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	319,454	10,546	0	330,000	1,200,000	Additional funds provided through community-based organizations will be leveraged in support of home rehabilitation projects when needed and available.

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

City of Holland personnel work collaboratively with homeowners to meet their housing needs. Our Home Repair Program provides grants on a sliding scale based on the owner's income. The range of project co-payment for homeowners ranges from 10% for extremely low-income homeowners (0-30% of AMI), to 25% for low-income owners (30-50% of AMI), to 50% for people earning 50-80% of AMI. In addition, City of Holland often partners with other non-profit organizations to address urgent projects when home owners need additional resources to get much needed work done. Some of our partners include churches, civic and other non-profit organizations like Homecor, Lakeshore Habitat for Humanity, and the Ottawa County Community Action Agency.

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

NA

Discussion

(Intentionally blank)

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Home Repair Program	2020	2024	Affordable Housing	City of Holland	Affordable Housing	CDBG: \$182,000	Homeowner Housing Rehabilitated: 40 Household Housing Unit
2	Public Improvements	2020	2024	Non-Housing Community Development	City of Holland Low Income Areas	Public Improvements	CDBG: \$40,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
3	Youth Employment and Training	2020	2024	Non-Homeless Special Needs	City of Holland	Public Services	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 15 Persons Assisted
4	Homeless Programs	2020	2024	Homeless	City of Holland	Public Services	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
5	Fair Housing Services	2020	2024	Fair Housing Services	City of Holland	Fair Housing Services	CDBG: \$11,000	Other: 32000 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Program Administration	2020	2024	Program Administration	City of Holland	Affordable Housing Public Improvements Fair Housing Services Public Services	CDBG: \$52,000	Other: 32000 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Home Repair Program
	Goal Description	The City of Holland Home Repair Program will assist low to moderate income homeowners with necessary repairs and improvements to their homes. Eligible work will be repairs or replacement of basic home systems such as roofs, furnaces, water heaters, and plumbing. In addition, residents can improve the energy efficiency of their homes by installing insulation, new windows, etc. Siding and other facade improvements such as porch repairs will be considered once other major systems are repaired and in good working order.
2	Goal Name	Public Improvements
	Goal Description	CDBG funds will be used to improve targeted public facilities or infrastructure in eligible neighborhoods. Potential projects include adding sidewalks in targeted neighborhoods, installation of bus shelters and benches in targeted locations, and park improvements.
3	Goal Name	Youth Employment and Training
	Goal Description	Provide eligible youth with summer employment and employment/life skills training.

4	Goal Name	Homeless Programs
	Goal Description	Provide critical supportive services to homeless individuals and families through partnerships with local lead homeless service providers.
5	Goal Name	Fair Housing Services
	Goal Description	Provide Fair Housing services (education, advocacy and enforcement) to the residents of the City of Holland.
6	Goal Name	Program Administration
	Goal Description	CDBG Administration costs includes personnel and other costs associated with the preparation of required Consolidated Planning documents, environmental reviews, fair housing activities and citizen participation activities associated with the delivery of CDBG programs. Also included is general program planning, administration and indirect costs associated with delivery of CDBG programs.

Projects

AP-35 Projects – 91.220(d)

Introduction

The City of Holland expects to receive Community Development Block Grant funds in the amount of \$319,454,459 for use during the July 1, 2021 to June 30, 2022 program year. The City of Holland also expects to receive an estimated \$10,546 in program income. It is estimated that 85% of the funds will be spent on projects and activities that directly benefit low- to moderate-income persons or low- to moderate-income areas.

Projects

#	Project Name
1	Home Repair Program
2	Public Facilities and Improvements
3	Youth Employment
4	Homelessness Assistance
5	Fair Housing
6	Administration

Table 7 - Project Information

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

The greatest share of CDBG funds are allocated to the City of Holland's Home Repair Program, which assist low-income home owners with funding repairs and energy efficiency improvements made to their homes. This program has consistently demonstrated steady demand and excellent outcomes.

While unable to operate the summer youth employment initiative due to the impact of COVID-19 safety precautions and limitations, the City hopes to be able to operate this program again during the coming year.

The City began funding two programs serving homeless individuals during the 2020 program year, and the City plans to continue support for those programs in the 2021 program year.

The City has also seen a need in recent years for targeted improvements to its sidewalk infrastructure near parks and schools and other targeted infrastructure projects in eligible neighborhoods.

The City of Holland has historically funded the Fair Housing Center of West Michigan and sees this as an

important partnership toward its efforts to further fair housing in our community.

The primary obstacle to meeting the other community development needs facing the City is the limited availability of funding to do so. The City strives to coordinate and collaborate with local organizations working to achieve similar community development outcomes. One way it does this is by providing financial support to five existing neighborhood development organizations working in Holland neighborhoods with funding from the City's general fund.

AP-38 Project Summary
Project Summary Information

1	Project Name	Home Repair Program
	Target Area	City of Holland
	Goals Supported	Home Repair Program
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$182,000
	Description	The City will continue its successful Home Repair Program to help low income home owners with needed repairs.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 40 low- to moderate-income households will be assisted.
	Location Description	Various homeowner sites located within the City of Holland.
Planned Activities	Financial assistance to low- to moderate-income households for eligible repairs to their homes, including repair replacement of major systems and installation of energy improvements. Homeowners assisted contribute to the total cost of the project based on a sliding scale with the lowest income households contributing the least.	
2	Project Name	Public Facilities and Improvements
	Target Area	City of Holland Low Income Areas
	Goals Supported	Public Improvements
	Needs Addressed	Public Improvements
	Funding	CDBG: \$40,000
	Description	The City of Holland will install new sidewalks on routes to City Parks and public schools in low to moderate income neighborhoods along with other targeted public facility improvements.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 500 persons will benefit from planned improvements.

	Location Description	Exact locations are to be determined, but will be in eligible low-income areas or block groups within the City.
	Planned Activities	Improvements to public infrastructure, such as new sidewalk in areas near public parks and schools, addition of benches or shelters on bus routes, or park improvements.
3	Project Name	Youth Employment
	Target Area	City of Holland
	Goals Supported	Youth Employment and Training
	Needs Addressed	Public Services
	Funding	CDBG: \$20,000
	Description	The City of Holland plans to enter into a subrecipient agreement with the Boys & Girls Club to provide a summer youth employment program for youth from low-income households.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 15 youth will benefit from this program.
	Location Description	Participating youth will reside in the City of Holland.
	Planned Activities	Youth employment and skill training.
4	Project Name	Homelessness Assistance
	Target Area	City of Holland
	Goals Supported	Homeless Programs
	Needs Addressed	Public Services
	Funding	CDBG: \$25,000
	Description	Funds will be used to increase the capacity of programs assisting homeless persons with obtaining needed supports and seeking permanent housing.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 100 persons experiencing homelessness will benefit from the activities linked to this project.
	Location Description	Persons assisted will be residents of the City of Holland.
	Planned Activities	Funds will be used to increase the capacity of programs assisting homeless persons with obtaining needed supports and seeking permanent housing.
5	Project Name	Fair Housing
	Target Area	City of Holland
	Goals Supported	Fair Housing Services
	Needs Addressed	Fair Housing Services
	Funding	CDBG: \$11,000
	Description	Provide Fair Housing Services to residents of the City of Holland.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 32,000 persons have the potential to benefit from the education and outreach services to be provided.
	Location Description	Services will be provided city-wide.
	Planned Activities	The Fair Housing Center of West Michigan will provide education, outreach and enforcement activities within the City of Holland.
6	Project Name	Administration
	Target Area	City of Holland
	Goals Supported	Program Administration
	Needs Addressed	Affordable Housing Public Improvements Public Services Fair Housing Services
	Funding	CDBG: \$52,000
	Description	The City of Holland will provide effective administration of the CDBG Program.

Target Date	6/30/2022
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the total population of the city, approximately 32,000 persons, will benefit from the administrative outcomes of the CDBG program.
Location Description	Administrative services will have a city-wide benefit.
Planned Activities	Activities will include general grant and program administration.

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 Holland is not planning on engaging in any geographic targeting as a basis for funding priorities. Most of the activities are planned to be operated city-wide, however, the actual operationalizing of the programs based on resident demand, such as with the Home Repair Program, tends to concentrate in low-income areas where the Five-Year Consolidated Plan has identified concentration in several need categories, including low-income households and minority households. Other projects, such as public improvements and non-housing community development will occur only in eligible low- and moderate-income neighborhoods.

Geographic Distribution

Target Area	Percentage of Funds
City of Holland Low Income Areas	100
City of Holland	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City is not proposing to prioritize its investments geographically other than to restrict all public improvement projects to eligible low- to moderate-income neighborhoods.

Discussion

(Intentionally blank)

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City’s primary effort to foster affordable housing through the use of its allocated CDBG funds is to provide financial assistance to individual low-income homeowners with needed home repairs and improvements in order to maintain housing affordability and habitability.

The City of Holland is also working closely with Housing Next, a regional housing advocacy organization, to encourage the development of affordable housing options in strategic and scattered sites throughout the metro area.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	40
Special-Needs	0
Total	40

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	40
Acquisition of Existing Units	0
Total	40

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

Analysis done in the Five-Year Consolidated Plan regarding regulatory barriers to affordable housing concluded that the City of Holland is seeking to eliminate barriers to affordable housing development. Most recently, the City implemented a new housing development policy that is designed to encourage the development of more affordable, mixed-income projects.

The City of Holland will continue to seek ways to work with neighboring local governments to develop more scattered-site affordable housing. The City of Holland will continue to work with Housing Next and the Lakeshore Housing Alliance to encourage and promote access to affordable housing within the entire Holland Metro Area.

AP-60 Public Housing – 91.220(h)

Introduction

Public housing units do exist in the City of Holland, however, the assistance provided to these units is administered by either HUD directly or via the Michigan State Housing Development Authority and not by a local Public Housing Authority. MSHDA has not been identified as a “troubled” PHA with regard to units located within the city.

The City of Holland seeks to work cooperatively with local subsidized apartment developments that are covered by MSHDA as the PHA. The City of Holland has approved PILOTs on several occasions in order to assist developers applying to the Michigan State Housing Development Authority for funding or seeking to maintain their projects in a tax credit category.

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

The City of Holland will continue to consult as needed with the MSHDA Housing Choice Voucher agent and subsidized projects on issues relevant to public housing. In addition, City of Holland Community Development staff anticipate assisting as able with the newly established effort to obtain HUD approval for the Ottawa County Housing Authority (PHA) in order to improve local access to funding for housing vouchers and to consider capital funds for assisted scattered-site housing.

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

City of Holland staff, through participation on the Lakeshore Housing Alliance (CoC), will support local efforts to encourage public housing residents to pursue more active roles in project management, as well as with seeking opportunities to transition toward homeownership. MSHDA does operate a program, entitled Key to Own, which allows select Housing Choice Voucher recipients to transition to homeownership through retention of the voucher’s benefits. Through close participation in our local CoC, the City remains aware of programs that support public housing residents and is in a position to assist with those programs when needed. Community Action House, a CoC member agency and close partner with the City, provides homeownership counseling to all interested persons, and regularly markets those services to public housing recipients and other partner service providers.

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

provided or other assistance

NA

Discussion

The City of Holland will seek opportunities to work collaboratively with public housing residents, the MSHDA-designated HCV agent, and other relevant groups to enhance affordable housing opportunities within the City.

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

Introduction

As noted in previous sections, the City of Holland actively participates on several levels with the Lakeshore Housing Alliance (the designated CoC) and supports its efforts to address homelessness in the greater Holland community. As also noted above, this plan will provide Public Services funding support for critical supportive services to homeless individuals and families.

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 expects to use CDBG funds to support a homeless outreach program operated by a local non-profit partner, Community Action House. This service is deemed critical in addressing the immediate health and safety needs of persons who are homeless and unsheltered by connecting them to key resources.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Holland and surrounding communities are served by the Holland Rescue Mission, which provides emergency shelter, and Good Samaritan Ministries and Center for Women in Transition (newly named, Resilience), which each provide transitional housing and rapid re-housing. While these organizations do not receive direct support from the City for these specific programs, the City does provide technical support as needed, as it relates to housing inspections through our rental inspection program, research, and letters of support.

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 City of Holland and the greater community are fortunate to have several non-profit social service organizations that provide services mentioned above. These organizations most often are members of the Lakeshore Housing Alliance. City staff assist these organizations as able with technical or other means of support when able. Also, as noted above, the City is planning to use Public Services funding to enhance capacity of an existing program of Good Samaritan Ministries which provides critical supportive

assistance to homeless individuals and families seeking to secure permanent housing.

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 of Holland and greater community are fortunate to have several non-profit social service organizations that provide the services mentioned above. These organizations are most often members of the Lakeshore Housing Alliance and are therefore engaged in service coordination efforts. City staff assist these organizations as able with technical or other means of support when able.

Discussion

Homelessness is a continuing regional need, and the City of Holland will continue to assess ways in which it can be instrumental in addressing and impacting those impacted by homelessness, such as through active support of the Lakeshore Housing Alliance and assistance to other direct service providers.

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

Introduction:

The City of Holland, like most cities and areas, is finding that the production of new affordable housing is not keeping pace with the population growth in general and in particular with the growth of the number of households with increasingly limited assets available for housing given increasing costs for other necessities and wage stagnation. The City seeks to identify all feasible means of helping to correct this trend by supporting multiple efforts to increase affordable housing supply and housing choice, as described below.

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 strategy to address barriers to affordable housing and to develop mixed income neighborhoods is being addressed in several ways. As noted above, the City has recently implemented a housing development support policy which will encourage the inclusion of affordable units within mixed income developments through strategic use of city-managed financial incentives. Also, as noted, the City is working collaboratively with Housing Next, which is developing a strategy to address the gaps in affordable and accessible housing in our county. This effort includes education and advocacy for the development of new housing in our community. More education is necessary for people to understand why affordable housing is needed and desirable as a community development goal.

In addition, the City of Holland is in the near final stage of rewriting its zoning ordinances, and particular focus has been placed on including reasonable strategies to increase density in both existing neighborhoods and new developments. For example, the new codes will encourage mixed use developments in areas where only commercial development would have been permitted previously.

Finally, the City of Holland will continue to seek ways to work with neighboring governments to develop more scattered-site affordable housing. In addition, City of Holland Community Development staff anticipate assisting as able with the newly established effort to obtain HUD approval for the Ottawa County Housing Authority (PHA) in order to improve local access to funding for housing vouchers and to consider capital funds for assisted scattered-site housing.

Discussion:

As noted in the Consolidated Plan, affordable housing for low-income renters and owners within the City is a high priority need, and efforts to reduce barriers and increase access to affordable housing is an ongoing priority.

AP-85 Other Actions – 91.220(k)

Introduction:

See specific sections below regarding the City's role in addressing various concerns. In all areas, the City seeks to effectively and equitably address local matters that tend to have the greatest impact on low- to moderate-income persons and households.

Actions planned to address obstacles to meeting underserved needs

Consolidated Planning and the use of a Consolidated Plan Strategy is a primary tool that the City of Holland uses to identify community needs and address obstacles to meet those needs. Other needs come to the City's attention through the work of the Neighborhood Improvement Committee or other City commissions that may intersect with needs from underserved individuals or areas of the City. When such needs come to the attention of City staff, they are likely to be considered by the Neighborhood Improvement Committee, City Council and eventually agencies and City departments with the hope that a solution is identified that is designed to address the need. This process of identifying needs and addressing the obstacles until the needs are met by an activity in the Consolidated Strategy and eventually by a program, agency, or grassroots community initiative is precisely what the Consolidated Plan is intended to do. The process helps create an environment in which community resources and partner agencies are triggered to organize around solutions.

Actions planned to foster and maintain affordable housing

As noted above, the City will assist low- to moderate-income homeowners with home repairs or improvements designed to ensure housing stability and affordability. In addition, support for the development of affordable units will also be pursued in order to increase the supply of affordable housing units, both rental and owner-occupied.

Actions planned to reduce lead-based paint hazards

The City will continue educational efforts to inform residents of lead-based paint hazards. All CDBG housing assistance program participants receive specific notices regarding lead-based paint hazards, and all contractors are required to adhere to lead-based paint safe work practices during all home improvement projects.

Actions planned to reduce the number of poverty-level families

The overall anti-poverty strategy of the City of Holland is to seek to improve the physical and social conditions within the community that promote economic stability and increased opportunities for growth. A core strategy for reducing incidence of poverty is to seek to ensure and maintain housing affordability and stability for low-income households. The City intends to place continued priority on

maintaining its Home Repair Program due to its effectiveness in preventing worsening conditions and economic difficulties among families that could lead to poverty.

The City's youth employment program is purposely designed to prevent at-risk youth from experiencing conditions that would increase their likelihood of poverty. The City of Holland also supports local economic development efforts designed to encourage employment opportunities for residents. Unfortunately, local wages have not kept up with housing costs. Unless wages increase in particular for entry-level and lower skilled jobs, many low-income persons and households will continue to need to rely on the larger supportive service network.

Actions planned to develop institutional structure

The responsible organizations for implementing the activities of this one-year plan have been described and discussed in each of the activity descriptions. Additionally, the City of Holland provides services directly to citizens through several city departments where management and delivery of services is monitored through the City's budget/goal review process. The combination of highly capable and well-run non-profit service agencies and well-managed city departments has provided an institutional structure that has been effective in meeting the goals set forth in the City's Consolidated Plan and Annual Action Plan.

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

The City of Holland is a voting member of the Lakeshore Housing Alliance (the designated CoC). This high-functioning planning body engages in ongoing coordination activities that have been discussed elsewhere in this plan. The City also has a history of effective collaboration with several neighborhood-based groups engaged in grassroots level neighborhood development.

Discussion:

(Intentionally blank)

Program Specific Requirements

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

Introduction:

See below regarding estimated unexpended program income from PY 2020, etc.

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
Total Program Income:	0

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 Holland will include the years 2021, 2022, and 2023 in determining the percentage of program funds used to benefit persons of low and moderate income over the course of the three program years.