City of Cheyenne
Community Development Block Grant
2019 Annual Action Plan

May 2019
Application for Federal Assistance SF-424

*1. Type of Submission: [ ] Preapplication [ ] Application [ ] Changed/Corrected Application

*2. Type of Application: [ ] New [ ] Continuation [ ] Revision

* If Revision, select appropriate letter(s):

D Preapplication

~ ~ New

I Application

D Continuation

D Revision

* Other (Specify): 

*3. Date Received: 05/14/2019

4. Applicant Identifier: City of Cheyenne

5a. Federal Entity Identifier: WY 560060 Cheyenne

Sb. Federal Award Identifier: 

State Use Only:

6. Date Received by State: 

7. State Application Identifier: 

8. APPLICANT INFORMATION:

* a. Legal Name: City of Cheyenne

* b. Employer/Taxpayer Identification Number (EIN/TIN): 83-6000050

* c. Organizational DUNS: 0757581690000

* d. Address:

Street1: 2101 O'Neil Avenue

Street2: 

City: Cheyenne

County/Parish: 

State: WY: Wyoming

Province: 

Country: USA: UNITED STATES

* Zip / Postal Code: 82001

* e. Organizational Unit:

Department Name: City of Cheyenne

Division Name: Housing & Community Dev.

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: 

* First Name: Deanne

Middle Name: 

* Last Name: Widauf

SUFFIX: 

Title: Program Manager

Organizational Affiliation: 

* Telephone Number: 307/637-6255

Fax Number: 307/637-6231

* Email: dwidauf@cheyennecity.org
Application for Federal Assistance SF-424

9. Type of Applicant 1: Select Applicant Type:
- City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

10. Name of Federal Agency:
- U.S. Department of Housing & Urban Development

11. Catalog of Federal Domestic Assistance Number:
- 114-218

CFDA Title:
- Community Development Block Grants/Entitlement Grants

12. Funding Opportunity Number:
- B 19 MC 560002

* Title:
- City of Cheyenne Grant Number

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant Fiscal Year 2019 Entitlement Funding.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:
- a. Applicant: WY-001
- b. Program/Project: Chey

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
- a. Start Date: 07/01/2019
- b. End Date: 06/30/2020

18. Estimated Funding ($):
- a. Federal: 447,715.00
- b. Applicant: 0.00
- c. State: 0.00
- d. Local: 0.00
- e. Other: 73,923.00
- f. Program Income: 0.00
- g. TOTAL: 521,638.00

19. Is Application Subject to Review By State Under Executive Order 12372 Process?
- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
- No

If "Yes", provide explanation and attach

21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: 
First Name: Marian
Middle Name: J.
Last Name: Orr
Suffix: 
Title: Mayor

Telephone Number: 307/637-6300
Fax Number: 307/637-6231
Email: mmorr@cheyennecity.org

Signature of Authorized Representative: 
Date Signed: 5/22/19
ASSURANCES - CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.

6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§292 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

TITLE

Mayor

APPLICANT ORGANIZATION

City of Cheyenne

DATE SUBMITTED

5-14-15

SF-424D (Rev. 7-97) Back
CERTIFICATIONS

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

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

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

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-L11, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

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

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

Signature/Authorized Official Date 5-14-19
Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2019, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

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

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

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its
jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

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

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

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

Signature/Authorized Official  
Date  

Mayor  
Title
OPTIONAL CERTIFICATION
CDBG

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

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

[Signature/Authorized Official] [Date]
Mayor
Title
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

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

| N/A |
| Signature/Authorized Official | Date |

Title
ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from
publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

N/A

Signature/Authorized Official

Date

Title
HOPWA Certifications

The HOPWA grantee certifies that:

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

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

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

N/A

__________________________  __________________________
Signature/Authorized Official  Date

Title
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

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

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

1. Introduction

The City of Cheyenne prepared a Comprehensive Consolidated Plan for Fiscal Years 2015 - 2019 that provided a five-year strategic plan. The 2019 Annual Action Plan covers the fifth year and is designed to be a collaborative process allowing residents to establish a unified vision for community development actions. It offers the residents of Cheyenne the opportunity to shape various housing and community development programs into an effective, coordinated set of strategies that addresses needs without duplicating programmatic efforts.

2. Summarize the objectives and outcomes identified in the Plan

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

Activities identified in the 2019 Annual Action Plan will implement the goals of the Five-Year Consolidated Plan. The objectives provide specific actions to revitalize a low and moderate-income neighborhood, provide for facility rehabilitation, provide training, provide transportation and food for low-income individuals and promote fair housing choices. Performance outcomes from these objectives will result in improvements to neighborhoods through public infrastructure improvements and facility rehabilitation. The plan also provides for community and supportive services for low- and moderate-income persons, and those with special needs.

Specifically, the City will do the following:

Create Suitable Living Environments:

1. Assist approximately 300 low-income individuals with transportation.

2. Assist approximately 3,500 low-income individuals with food baskets.

3. Assist approximately 15 low-income single mothers with job training.

4. Assist up to 5 low-income students with scholarship assistance.
5. Remove an old and worn playground in a low-income neighborhood and replacing it with a new, safer and ADA compliant playground.

**Improve Economic Opportunity:**

1. Provide safety and efficiency upgrades to non-profit facilities to include HVAC replacement, upgraded lighting, ADA compliance, fire safety upgrades, flooring and upgraded system to save water. These non-profits aid the homeless, seniors, and low-income residents of Cheyenne.

2. Provide facility rehabilitation for program expansion.

3. **Evaluation of past performance**

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

Cheyenne believes the programs proposed for the 2019 AAP continue to be the most efficient and effective use of CDBG funds.

Within the first year of the ConPlan the H&CD Office assisted over 2,443 low-income people in activities aimed at improving self-sufficiency. Tuition assistance was provided for 13 single mothers who received job training. The local food pantry assisted 2,018 individuals with food assistance. The City Transit Department assisted 408 individuals with free bus tokens to help with transportation. Homeless Prevention was provided for 4 residents. Smoke detectors were purchased and are available for installation in low-income homes. Exterior rehabilitation was provided for 4 homeowners, facility rehabilitation was provided for a senior center, and a facility for at risk youth was purchased.

Within the second year of the ConPlan the H&CD Office assisted over 2,166 low-income people in activities aimed at improving self-sufficiency. Tuition assistance was provided for 10 single mothers who received job training and also provided for one student to assist with obtaining an AA degree. The local food pantry assisted 1,882 individuals with food assistance. The City Transit Department assisted 249 individuals with free bus tokens. Homeless Prevention was provided for 24 residents. Land was purchased for a home development to provide 3 new affordable homes in Cheyenne. The local homeless shelter and a senior center received facility rehabilitation. One homeowner received rehabilitation for their home and funding was available to assist prospective homebuyers with downpayment and closing costs. Funding was available to assist with the purchase of land to help with flood control within a LMI neighborhood.

Within the third year of the ConPlan the H&CD Office assisted over 819 low-income people in activities aimed at improving self-sufficiency. Tuition assistance was provided for 8 single mothers who received job training. The local food pantry assisted 548 individuals with emergency food assistance. The City Transit Department assisted 224 individuals with free bus tokens. Homeless prevention was provided.
for 39 residents. The local homeless shelter (393) and a senior center (175) received facility rehabilitation. Land was purchased to help with flood control within a LMI neighborhood. One homeowner received rehabilitation for their home and funding is available to assist prospective homebuyers with down payment and closing costs. One LMI area park received a new playground. Another LMI area park received a new ADA restroom. A shared living facility received an electrical upgrade that benefits 4 residents.

Within the fourth year of the Conplan the H&CD Office assisted over 4,117 low-income people in activities aimed at improving self-sufficiency. Tuition assistance was provided for 6 single mothers who received CNA job training, seven single mothers received plumbing training and one resident received assistance at the local community college. The local food pantry assisted 3,220 individuals with emergency food assistance and 109 individuals with bus token assistance. Homeless prevention was provided for 3 residents. The local senior center received a van to deliver meals to 771 seniors. Additional land was purchased to help with flood control within a LMI neighborhood. A new playground was installed in a LMI area park and an ADA restroom was installed in another LMI area park. A shared living facility received an electrical upgrade that benefited 7 residents. Two homeowners received assistance with housing rehabilitation. One LMI area will receive infrastructure upgrades. The work should be completed in the summer of 2019.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Cheyenne began its citizen participation and consultation process in September 2018 with a Notice of Funding Available (NOFA) announcing the Fiscal Year 2019 CDBG funding cycle was beginning. The notice was published in the local paper, posted on the City of Cheyenne website, e-mailed to over 150 residents and posted on LinkedIn and Facebook. A public meeting/training session was held on October 3, 2018, with 13 residents attending.

A News Release announcing that a Public Hearing was to be held on November 7, 2018, was published in the local paper, posted on the City of Cheyenne website, e-mailed to over 150 residents and posted on LinkedIn and Facebook. Residents of the City were encouraged to attend the Public Hearing and provide comments on the concept paper applications that were received. Seven residents attended. The Advisory Council consulted and reviewed the submitted concept papers to determine which would proceed to the full application phase. The Advisory Council met with the individual applicants on February 6, 2019, to ask specific questions regarding the submitted grant applications. Ten residents attended the February meeting along with 7 Advisory Council Members.

On March 22, 2019, a draft of the Annual Action Plan was published and made available at the County Library, City Clerk’s Office, Housing & Community Development Office and on the City Website, for 30-days to allow the citizens of Cheyenne to comment on the plan. NOTE: Last year’s Entitlement amount was used with Tier 1 and Tier 2 funding identified. A public notice was published in the local paper,
posted on the City Website, e-mailed to over 150 residents, agencies and churches, posted on LinkedIn and Facebook. A Public Hearing was scheduled for April 22, 2019, during the bi-monthly City Council Meeting. An announcement of this Public Hearing was published on April 8, 2019. This was the final opportunity for citizens to comment on the plan. City Council reviewed the plan during their Finance Committee Meeting on May 6, 2019 and approved the Plan during the bi-monthly City Council Meeting on May 13, 2019.

The H&CD Office is expanding its Citizen Participation outreach via social media with over 1,562 connections on LinkedIn, over 496 friends on Facebook, and over 128 followers of the H&CD Facebook Page. The e-mails, LinkedIn, and Facebook include contacts with local non-profits, businesses, churches, city, county, and state agencies. The H&CD Office is also working with the Wyoming Office of Health Equity and Google Translation to provide translation services for residents with Limited English Proficiency (LEP).

The Citizen’s Participation Plan also addresses how to deal with anticipated funding. The H&CD Office Advisory Council will identify two tiers of funding. Tier 1 funding will be calculated using the prior year funding amount. Tier 2 funding will only be available if additional funding is awarded. If FY 2019 funding comes in less than Tier 1, all public service sub-grantees identified will take an equal percentage cut and any identified general service sub-grantees will be cut. If HUD has not identified the exact dollar amount to be awarded to Entitlement Communities by March 22nd of the 2019 plan year, the H&CD Program Manager will submit the Draft Annual Action Plan / Draft Consolidated Plan for a 30-day comment period using anticipated dollar amounts. Once HUD has published the awarded amount, the Plan will be updated with exact numbers then submitted to HUD.

5. Summary of public comments

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

Even though the residents of Cheyenne were provided multiple opportunities to comment on the Fiscal Year 2019 Annual Action Plan no comments have been received. Public Notices were placed in the local newspaper, on the City Website, on LinkedIn, and on Facebook. The Public Notices were also e-mailed through the Laramie County Community Partnership and to over 150 individuals, agencies, and churches. Public Meetings / Hearings were held prior to the 30-day comment period and one Public Hearing was held at the end.

No comments were received during the 30-day comment period.

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

No comments have been received.
7. Summary

The H&CD Office provides the citizens of Cheyenne the opportunity to comment on the Community Development Block Grant (CDBG) cycle multiple times throughout the process. A final public hearing was held during the City Council meeting on May 13, 2019 and was the last date that written comments were accepted for inclusion in the Annual Action 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.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Agency</td>
<td>CHEYENNE</td>
<td></td>
</tr>
<tr>
<td>CDBG Administrator</td>
<td>CHEYENNE</td>
<td>Housing &amp; Community Development Office</td>
</tr>
<tr>
<td>HOPWA Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOME Administrator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOPWA-C Administrator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The lead agency for the administration of the Fiscal Year 2019 Annual Action Plan CDBG Funding is the City of Cheyenne Housing & Community Development Office.

**Consolidated Plan Public Contact Information**

Deanne Widauf, Program Manager  
City of Cheyenne  
2101 O'Neil Avenue. Room 309  
Cheyenne, WY 82001  
dwidauf@cheyennecity.org  
(307) 637-6255
1. Introduction

The City of Cheyenne is in constant contact with various agencies to ensure funding priorities are in line with current community development goals. The City’s various departments, including the Mayor’s Office, Development Office, Planning Office, Transit Department, Community Recreation and Events Department, and Metropolitan Planning Office (MPO) foster communication with the Cheyenne Housing Authority and numerous local agencies.

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(l))

The H&CD Office is working with WyoNAHRO on their efforts to implement a state Housing Trust Fund.

The H&CD Office Program Manager is a member of the Wyoming Homeless Collaborative, WyoNAHRO and Laramie County Community Partnership. The teams are made up of members of the community to include State Government, School District, Medical, and local non-profits.

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 Wyoming Continuum of Care is working with agencies throughout the state, including the Housing & Community Development Office, to strengthen participation. The Wyoming Continuum of Care is known as the Wyoming Homeless Collaborative (WHC). A new Lead Agency has taken charge and a Technical Assistance Team met with the WHC to help with strategic planning and structural issues such as Governance Charter, Policies & Procedures, Homeless Management Information Systems (HMIS), the WHC budget, Housing Inventory and Point in Time Counts. Since then WHC has worked diligently to ensure that the Point in Time Count was a success.

The Governor of Wyoming has appointed a homeless coordinator. The first Homeless Conference was held in October, 2015, with over 100 participants.

The City of Cheyenne H&CD Office was also part of the LCCP Strong Families Action Team. The team works with the homeless liaison for School District #1 and is working to procure 6 unaccompanied student residences within Cheyenne, a boys and a girl’s residence within each triad. A residence within the East Triad was donated by Holy Trinity Manor and was available to house students within the spring semester 2016. Land has been procured within the South Triad and they are building a duplex. A ground-breaking ceremony was held on January 29, 2018. A local contractor also donated a 5-bedroom
house in the South Triad. A ribbon cutting ceremony was held on December 20, 2018, and the students moved in before Christmas.

The H&CD Office is also working with COMEA House and Family Promise of Cheyenne. COMEA is the local homeless shelter and CDBG funding has been utilized for needed rehabilitation. Family Promise works with homeless families.

The H&CD Office hosted a collaboration meeting on March 10, 2017, for agencies who work with the homeless in Wyoming. The purpose of the collaboration meeting was to collect resources available to address the needs of homeless persons and persons at risk of homelessness. There were 13 community members who attended the meeting via phone or in person. The H&CD Office also collaborated with other agencies who were unable to attend the meeting. The results of the meeting is attached.

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

N/A; The City of Cheyenne does not receive the Emergency Solutions Grant (ESG). The Homeless Management Information System (HMIS) assists Continuum of Care planning groups to identify needs and gaps in provision of housing and services to assist persons who are homeless.

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

<table>
<thead>
<tr>
<th>#</th>
<th>Agency/Group/Organization</th>
<th>CHEYENNE HOUSING AUTHORITY</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>PHA</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td></td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The Executive Director was contacted. Information was requested on how many units / vouchers they manage and how many are on their waiting list. Information regarding fair housing training and Section 3 residents was also requested, as well as other training opportunities. The Cheyenne Housing Authority also requests a consistency letter in regards to their Agency Plan.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>#</th>
<th>Agency/Group/Organization</th>
<th>City of Cheyenne</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Lead Agency</td>
</tr>
<tr>
<td></td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of Cheyenne is the lead agency for preparation of the Consolidated Plan, Annual Action Plan, and CAPER. Multiple different offices attended a community meeting to assist with defining goals and objectives for the 5-year Consolidated Plan. Staff members have also consulted with the program manager via e-mail or in person on eligibility issues.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>#</th>
<th>Agency/Group/Organization</th>
<th>WY Department of Education</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Agency/Group/Organization Type</td>
<td>Services-Education</td>
</tr>
<tr>
<td></td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Homelessness Needs - Unaccompanied youth</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>COMMUNITY ACTION OF LARAMIE COUNTY</td>
<td></td>
</tr>
<tr>
<td>---------------------------</td>
<td>-----------------------------------</td>
<td></td>
</tr>
<tr>
<td>agency/group/organization</td>
<td>Services - Housing</td>
<td></td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Homeless Special Needs</td>
<td></td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Staff attended a community meeting to assist with identifying goals and objectives for the 5-year Consolidated Plan. Staff are also working with Laramie County Community Partnership on homeless / unaccompanied student residences. The Laramie County School District #1 homeless youth liaison is working to acquire 6 residences for unaccompanied students, a boys and a girl's residence within each of the 3 school districts. Holy Trinity Manor has loaned a residence within the East Triad that is up and running. Land has been donated within the South Triad where they are building a duplex and a local contractor donated a house.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>NEEDS, INC.</th>
</tr>
</thead>
<tbody>
<tr>
<td>agency/group/organization</td>
<td>Services-Children</td>
</tr>
<tr>
<td>agency/group/organization</td>
<td>Services-Elderly Persons</td>
</tr>
<tr>
<td>agency/group/organization</td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Staff attended a community meeting to help identify the goals and objectives for the 5-year Consolidated Plan. The outcome was to help identify the needs of the residents of Cheyenne. Further meetings have been held discussing homeowner rehabilitation and homeless prevention assistance.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Services</td>
</tr>
<tr>
<td>---------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>THE SALVATION ARMY</td>
<td>Services - Housing</td>
</tr>
<tr>
<td>Climb Wyoming</td>
<td>Services - Education</td>
</tr>
<tr>
<td>COMEA House and Resource Center</td>
<td>Services - homeless</td>
</tr>
</tbody>
</table>
| What section of the Plan was addressed by Consultation? | Homeless Needs - Chronically homeless  
Homeless Needs - Families with children  
Homelessness Needs - Veterans |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Meetings have been held with staff to discuss the needs of the homeless of Cheyenne. The anticipated outcome is to assist with the rehabilitation needs of the local homeless shelter. A meeting was also held to discuss the resources of the homeless population in Wyoming. The outcome of the consultation is to address the 2016 Guide to Coordination and Collaboration for CoCs and Consolidated Plan Jurisdictions requirement for Con Plan Jurisdictions to consult about resources available to address the needs of homeless persons and persons at risk of homelessness.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>PEAK WELLNESS CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-Persons with Disabilities</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Homeless Special Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>Meetings have been held with staff to discuss the needs of the disabled adults of Cheyenne. The anticipated outcome is to assist with the rehabilitation needs of a disabled adult shared living facility. Further meetings have been held to discuss rehabilitation of other facilities Peak Wellness owns.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Wyoming Department of Health</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-homeless</td>
</tr>
</tbody>
</table>
| 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 |
<table>
<thead>
<tr>
<th>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
<th>A meeting was held to discuss the resources of the homeless population in Wyoming. The outcome of the consultation is to address the 2016 Guide to Coordination and Collaboration for CoCs and Consolidated Plan Jurisdictions requirement for Con Plan Jurisdictions to consult about resources available to address the needs of homeless persons and persons at risk of homelessness.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>11</strong></td>
<td>Agency/Group/Organization</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-homeless</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>A meeting was held to discuss the resources of the homeless population in Wyoming. The outcome of the consultation is to address the 2016 Guide to Coordination and Collaboration for CoCs and Consolidated Plan Jurisdictions requirement for Con Plan Jurisdictions to consult about resources available to address the needs of homeless persons and persons at risk of homelessness.</td>
</tr>
</tbody>
</table>

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

N/A; the City provided an opportunity and invited participation and comments from all organizations serving low- and moderate-income residents and residents with special needs.
# Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>Wyoming Homeless Collaborative</td>
<td>The Wyoming Homeless Collaborative (WHC) is an inclusive, community-based group that plans for and manages homeless assistance resources and programs efficiently and effectively with the ultimate goal of ending homelessness in Wyoming. The WHC is the planning body in the State of Wyoming that coordinates the community's policies, strategies and activities toward ending homelessness. The program is composed of transitional housing, permanent supportive housing for disabled persons, permanent housing, supportive services and HMIS. The City of Cheyenne's 5-Year Consolidated Plan's Homelessness goal is to provide sufficient, safe, and secure housing and supportive services to those in need, with an ultimate goal of self-sufficiency. The following outcomes were identified: 1) Assist 5 households with tenant-based rental assistance/rapid rehousing 2) Preserve and improve the homeless shelter</td>
</tr>
<tr>
<td>PlanCheyenne</td>
<td>City of Cheyenne Metropolitan Planning Office</td>
<td>Plan Cheyenne is looking to provide new regulations that will help protect the character of the community's established neighborhoods and natural environment and ensure that future development is consistent with the community's vision. While the visual impact of the new regulations will take time to emerge, their presence reinforces the community's commitment to quality development. Plan Cheyenne places a strong emphasis on mixed-use development patterns as a means of maintaining the Cheyenne Area's identity, creating livable and pedestrian-oriented neighborhoods, stimulating development and revitalization, and promoting energy-efficient development. As part of the City's Unified Development Code (UDC), a variety of new mixed-use districts were established to support the implementation of the different intensities and types of mixed-use development designated by the Future Land Use Plan. In addition, some existing zone districts were modified to promote more compact, pedestrian-oriented development patterns. These and other amendments not only help bring the City's regulations into compliance with Plan Cheyenne, but also serve as incentives for future infill and redevelopment. The City of Cheyenne's 5 Year Consolidated Plan identifies goals to preserve and improve low income neighborhoods and to provide safe, decent affordable housing. This can be accomplished with smaller lot sizes and multi-family housing units as identified in Plan Cheyenne.</td>
</tr>
<tr>
<td>Name of Plan</td>
<td>Lead Organization</td>
<td>How do the goals of your Strategic Plan overlap with the goals of each plan?</td>
</tr>
<tr>
<td>------------------------------</td>
<td>------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>CHA 5-Year and Annual Plan</td>
<td>Cheyenne Housing Authority</td>
<td>The Cheyenne Housing Authority (CHA) will provide decent, safe and sanitary housing to the elderly, disabled and economically disadvantaged families who are unable to obtain housing through conventional means. The H&amp;CD Five Year Consolidated Plan's Housing goals are: &quot;Preserve and improve low income neighborhoods&quot; and &quot;Provide safe, decent affordable housing.&quot;</td>
</tr>
</tbody>
</table>

**Narrative (optional)**

Please note that all housing and supportive service providers in Cheyenne were invited to participate in the Consolidated Plan process. These organizations were mailed surveys and invited to all community meetings. The agencies were again invited to participate and comment on the fifth year Annual Action Plan.
AP-12 Participation – 91.105, 91.200(c)

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

The H&CD Office arranged two public meetings to meet with stakeholders and set goals to be incorporated within the Fiscal Year 2019 Annual Action Plan. The fifth year of the 2015 - 2019 Consolidated Plan.

A training session was held in October to walk the attendees through the application process. The identified 5-year goals were highlighted. A public notice was published inviting anyone interested to attend and learn about the Community Development Block Grant (CDBG) program.

A public hearing was held in November to introduce the applications that were received for the FY 2019 Annual Action Plan. A public notice was published inviting the community to attend and comment on the applications.

A public notice was published inviting the community to comment on the plan and notify them that a resolution would go before City Council on April 22, 2019.

A public hearing was held in April, during the 30-day comment period for the Draft Annual Action Plan, at a City Council meeting. An announcement was posted 2 weeks prior to the meeting notifying the community of the public hearing.

In addition to the public notices being published within the local newspaper the notices were also published on the City Website, e-mailed to over 150 individuals, agencies, churches, etc. and were also distributed via LinkedIn and Facebook to over 2,000 individuals.

NOTE: A Draft Annual Action Plan using last year’s funding was submitted for 30-day public comment with Tier funding identified.
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>An afternoon meeting was set up at the Municipal Building on Wednesday, October 3, 2018. Thirteen community members attended the meeting.</td>
<td>No verbal or written comments were received.</td>
<td>No verbal or written comments were received.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>An afternoon meeting was set up at the Municipal Building on Wednesday, November 7, 2018. Seven community members attended the meeting.</td>
<td>No verbal or written comments were received.</td>
<td>No verbal or written comments were received.</td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
<td>------------</td>
<td>-----------------</td>
<td>----------------------------------</td>
<td>------------------------------------------------------------------------------------------------</td>
<td>-------------------------------</td>
<td>---------------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td>3</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>An evening hearing was held during City Council on Monday, April 22, 2019. On average 50 community members attended the meeting. The meeting is also recorded and made available on the City Website.</td>
<td>No verbal or written comments were received.</td>
<td>No verbal or written comments were received.</td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Citizen Participation Outreach
Expected Resources

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

Introduction

For Fiscal Year 2019 the City of Cheyenne's CDBG allocation is $447,715. Program Administration will be $89,543, Public Service will be $65,000, and General Service will be $293,172. The City started a shovel ready program that will utilize recaptured funding. There is $35,000 available and it is anticipated that an additional $38,923 will be added to this along with other possible recaptured funds.

Anticipated Resources

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Program Income: $</td>
<td>Prior Year Resources: $</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Total: $</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition</td>
<td>447,715</td>
<td>0</td>
<td>521,638</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Admin and Planning</td>
<td></td>
<td>0</td>
<td>73,923</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Economic Development</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Housing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public Improvements</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Public Services</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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
CDBG funding does not have a matching requirement and is not being used to match any funding sources in Cheyenne. Even so, some local nonprofit agencies do provide leveraged dollars for the projects that they receive CDBG funding for.

Cheyenne Climb Wyoming has received an additional $9,000 from the City of Cheyenne and $14,125 from the United Way of Laramie County. They are also applying for an additional $90,000 from TANF, $45,000 from USDA, $106,875 from private foundations and $91,637 from corporate donors.

Needs, Inc. is anticipating receiving an additional $110,000 from United Way of Laramie County; $85,000 from Walmart Foundation; $7,439 from FEMA; $27,000 from Firecracker 5k Fundraiser; $71,100 from Community Donations; $8,000 from clothing access and $6,000 from rental income.

The City of Cheyenne is anticipating receiving an additional $13,519 from In-Kind donations for the LMI Neighborhood Playground Replacement.

COMEIA Inc. has received an additional $10,000 from the Daniel’s Fund. They are also applying for an additional $5,000 from WYSCBOSEO.

Habitat for Humanity of Laramie County Inc. is anticipating receiving an additional $93,000 from private donations and Habitat for Humanity ReStore Revenue.
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

There is no publically owned land or property within Cheyenne that will be used to address the needs of the Consolidated Plan or Annual Action Plan.

Discussion

Please see above.
## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Promote self-sufficiency through service provision</td>
<td>2015</td>
<td>2019</td>
<td>Homeless Non-Homeless Special Needs</td>
<td>City of Cheyenne</td>
<td>Supportive Services for Low Income &amp; Special Needs</td>
<td>CDBG: $45,000</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 3800 Persons Assisted</td>
</tr>
<tr>
<td>2</td>
<td>Promote job training and opportunities</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>City of Cheyenne</td>
<td>Job Training and Opportunities</td>
<td>CDBG: $105,000</td>
<td>Public service activities other than Low/Moderate Income Housing Benefit: 23 Persons Assisted</td>
</tr>
<tr>
<td>3</td>
<td>Public Facilities or Infrastructure Activities</td>
<td>2015</td>
<td>2019</td>
<td>Homeless Non-Homeless Special Needs Non-Housing Community Development</td>
<td>City of Cheyenne</td>
<td>Public Facilities or Infrastructure Improvements</td>
<td>CDBG: $88,894</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6728 Persons Assisted</td>
</tr>
<tr>
<td>Sort Order</td>
<td>Goal Name</td>
<td>Start Year</td>
<td>End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
<td>------------</td>
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<td>---------</td>
<td>------------------------</td>
</tr>
<tr>
<td>4</td>
<td>Preserve and improve low income neighborhoods</td>
<td>2015</td>
<td>2019</td>
<td>Homeless Non-Homeless Special Needs Non-Housing Community Development</td>
<td>City of Cheyenne</td>
<td>Neighborhood Improvements Public Facilities or Infrastructure Improvements</td>
<td>CDBG: $193,201</td>
<td>Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 990 Persons Assisted</td>
</tr>
<tr>
<td>5</td>
<td>Program Administration</td>
<td>2015</td>
<td>2019</td>
<td>Program Administration</td>
<td>City of Cheyenne</td>
<td>Program Administration</td>
<td>CDBG: $89,543</td>
<td>Other: 1 Other</td>
</tr>
</tbody>
</table>

### Goal Descriptions

1. **Goal Name**: Promote self-sufficiency through service provision  
   - **Goal Description**: Public Service activities that will be addressed with this goal include:  
     - Needs, Inc. will provide food boxes to approximately 3,500 low-income individuals.  
     - Needs, Inc. will provide free bus tokens to approximately 300 low-income individuals.

2. **Goal Name**: Promote job training and opportunities  
   - **Goal Description**: To assist with tuition / books for approximately 5 low-income students to attend Laramie County Community College.  
     - Climb Wyoming will provide job training to approximately 15 low-income single mothers.  
     - Habitat for Humanity will provide acquisition/improvements for a new ReStore facility. This will result in their hiring 3 full-time employees.
<table>
<thead>
<tr>
<th></th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Public Facilities or Infrastructure Activities</td>
<td>COMEA Inc. will provide flooring rehabilitation in their transitional apartments and common area. It will also provide for needed noise mitigation. Needs, Inc. will provide for facility safety and efficiency upgrades to include: replace HVAC unit, lighting upgrade, install smoke detectors/fire extinguishers, replace door with metal fire door, install fire retardant drywall in basement, create fire escape hatch access from basement, replace 3 toilets, pave rear parking lot, exterior paint, caulking around windows, doors and brick, install new thresholds for exterior doors, install new vinyl tile in pantry and repair roof on walk-in cooling unit. Senior Center will provide for a more energy efficient air-cooled condensing unit for their walk-in freezer.</td>
</tr>
<tr>
<td>4</td>
<td>Preserve and improve low income neighborhoods</td>
<td>The City will provide for the removal of an old and worn playground and the installation of a new, safer and ADA compliant playground within a low-income neighborhood.</td>
</tr>
<tr>
<td>5</td>
<td>Program Administration</td>
<td>To provide Program Administration for the FY 2019 CDBG Grant.</td>
</tr>
</tbody>
</table>
Projects

AP-35 Projects – 91.220(d)

Introduction

Below is a summary of the eligible projects that will take place during the program year that address the City's priority needs. Specific objectives are detailed in the individual project descriptions below. Accomplishments of each project will be recorded in a quantitative marker that measures productivity by addressing the following categories:

Objectives

1. Creating Suitable Living Environments

2. Providing Decent Affordable Housing

3. Creating Economic Opportunities

Outcomes

1. Availability / Accessibility

2. Affordability

3. Sustainability

Projects

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Climb Wyoming - Job Training to Benefit Low-Income Single Mothers</td>
</tr>
<tr>
<td>2</td>
<td>Needs, Inc.</td>
</tr>
<tr>
<td>3</td>
<td>LCCC Scholarships</td>
</tr>
<tr>
<td>4</td>
<td>COMEA, Inc. - Transitional Housing Renovation</td>
</tr>
<tr>
<td>5</td>
<td>Needs, Inc. - Facility Safety and Efficiency Upgrades</td>
</tr>
<tr>
<td>6</td>
<td>Laramie County Senior Services</td>
</tr>
<tr>
<td>7</td>
<td>Parks &amp; Recreation - Lincoln Park Playground</td>
</tr>
<tr>
<td>8</td>
<td>Habitat for Humanity</td>
</tr>
<tr>
<td>9</td>
<td>Program Administration</td>
</tr>
</tbody>
</table>

Table 7 - Project Information
Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The allocation of funds is closely aligned with the housing and community development needs identified by the stakeholders and citizens who participated in the development of the Consolidated Plan. The primary obstacle to addressing underserved needs is lack of funds. The cost of needed improvements to the city far exceeds the city's five-year allocation of HUD block grant funds. The City also faces budgetary constraints associated with the economic downturn.
AP-38 Project Summary

Project Summary Information
<table>
<thead>
<tr>
<th></th>
<th>Project Name</th>
<th>Details</th>
</tr>
</thead>
</table>
| 1 | Climb Wyoming - Job Training to Benefit Low-Income Single Mothers | **Target Area**: City of Cheyenne  
**Goals Supported**: Promote job training and opportunities  
**Needs Addressed**: Job Training and Opportunities  
**Funding**: CDBG: $15,000  
**Description**: To provide job training to benefit Cheyenne low-income single mothers.  
**Target Date**: 6/15/2020  
**Estimate the number and type of families that will benefit from the proposed activities**: Approximately 15 low-income single mothers.  
**Location Description**: The applications will be taken at 123 E. 17th Street, Cheyenne, WY 82001.  
**Planned Activities**: This activity will provide job training. |
| 2 | Needs, Inc. | **Target Area**: City of Cheyenne  
**Goals Supported**: Promote self-sufficiency through service provision  
**Needs Addressed**: Supportive Services for Low Income & Special Needs  
**Funding**: CDBG: $45,000  
**Description**: To provide for food boxes and free bus tokens to low-income residents of Cheyenne.  
**Target Date**: 6/15/2020  
**Estimate the number and type of families that will benefit from the proposed activities**: It is anticipated that approximately 3,500 low-income individuals will receive food box assistance.  
It is anticipated that approximately 300 low-income individuals will receive free bus tokens.  
**Location Description**: The applications will be taken at 900 Central Avenue, Cheyenne, WY 82007.  
**Planned Activities**: To provide food boxes and free bus tokens to low-income residents of Cheyenne. |
|   | LCCC Scholarships |
| 3 | Project Name | COMEA, Inc. - Transitional Housing Renovation |
| 3 | **Target Area** | City of Cheyenne |
| 3 | **Goals Supported** | Public Facilities or Infrastructure Activities |
| 3 | **Needs Addressed** | Public Facilities or Infrastructure Improvements |
| 3 | **Funding** | CDBG: $40,000 |
| 3 | **Description** | To provide for the rehabilitation of the 12 transitional apartments (including bathrooms) and common area. |
| 3 | **Target Date** | 10/1/2020 |
| 3 | **Estimate the number and type of families that will benefit from the proposed activities** | It is estimated that approximately 48 homeless individuals will receive assistance. |
| 3 | **Location Description** | COMEA is located at 1504 Stinson Avenue, Cheyenne, WY 82001. |
| 3 | **Planned Activities** | To provide for the rehabilitation of the transitional apartments to include new flooring and noise mitigation as identified by an energy audit. |

<p>| 4 | Project Name | Needs, Inc. - Facility Safety and Efficiency Upgrades |
| 4 | <strong>Target Area</strong> | City of Cheyenne |
| 4 | <strong>Goals Supported</strong> | Public Facilities or Infrastructure Activities |
| 4 | <strong>Needs Addressed</strong> | Public Facilities or Infrastructure Improvements |
| 4 | <strong>Funding</strong> | CDBG: $40,000 |
| 4 | <strong>Description</strong> | To provide for the rehabilitation of the 12 transitional apartments (including bathrooms) and common area. |
| 4 | <strong>Target Date</strong> | 10/1/2020 |
| 4 | <strong>Estimate the number and type of families that will benefit from the proposed activities</strong> | It is estimated that approximately 48 homeless individuals will receive assistance. |
| 4 | <strong>Location Description</strong> | COMEA is located at 1504 Stinson Avenue, Cheyenne, WY 82001. |
| 4 | <strong>Planned Activities</strong> | To provide for the rehabilitation of the transitional apartments to include new flooring and noise mitigation as identified by an energy audit. |</p>
<table>
<thead>
<tr>
<th>Goals Supported</th>
<th>Public Facilities or Infrastructure Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Needs Addressed</td>
<td>Public Facilities or Infrastructure Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $40,000</td>
</tr>
<tr>
<td>Description</td>
<td>To provide for facility and efficiency upgrades.</td>
</tr>
<tr>
<td>Target Date</td>
<td>10/1/2020</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that approximately 6,000 low-income individuals will receive assistance.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Needs is located at 900 Central Avenue, Cheyenne, WY 82001.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>To provide for facility safety and efficiency upgrades to include: replace HVAC unit, lighting upgrade, install smoke detectors/fire extinguishers, replace door with metal fire door, install fire retardant drywall in basement, create fire escape hatch access from basement, replace 3 toilets, pave rear parking lot, exterior paint, caulking around windows, doors and brick, install new thresholds for exterior doors, install new vinyl tile in pantry and repair roof on walk-in cooling unit.</td>
</tr>
</tbody>
</table>

6

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Laramie County Senior Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>City of Cheyenne</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities or Infrastructure Activities</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Public Facilities or Infrastructure Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $8,894</td>
</tr>
<tr>
<td>Description</td>
<td>To provide for the rehabilitation of a senior center.</td>
</tr>
<tr>
<td>Target Date</td>
<td>10/1/2020</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that approximately 680 low-income seniors will benefit from the project.</td>
</tr>
<tr>
<td>Location Description</td>
<td>The senior center is located at 2101 Thomes Avenue, Cheyenne, WY 82001</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>To provide for the upgrade of their condensing unit for their walk-in freezer.</td>
</tr>
<tr>
<td>Project Name</td>
<td>Parks &amp; Recreation - Lincoln Park Playground</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>Target Area</td>
<td>City of Cheyenne</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Preserve and improve low income neighborhoods</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Neighborhood Improvements</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $193,201</td>
</tr>
<tr>
<td>Description</td>
<td>To provide for the replacement of an old and worn playground at Lincoln Park and replacing it with a new, safer and ADA compliant playground in a low-income area park.</td>
</tr>
<tr>
<td>Target Date</td>
<td>10/1/2020</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that approximately 990 low-income residents in Census Block 2 will receive benefits and possibly all of Census Tract 2. The park is located within Census Tract 2, Block 2, and it is estimated that approximately 4,415 residents live within Census Tract 2.</td>
</tr>
<tr>
<td>Location Description</td>
<td>The park is located at 315 E. 8th Street, Cheyenne, WY 82007.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>To provide for the removal of an old and worn playground and replacing it with a new, safer and ADA compliant playground.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Habitat for Humanity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>City of Cheyenne</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Promote job training and opportunities</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Job Training and Opportunities</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $85,000 (Recaptured)</td>
</tr>
<tr>
<td>Description</td>
<td>To provide for the acquisition/improvements of a new facility which will result in their hiring three full-time L/M income persons.</td>
</tr>
<tr>
<td>Target Date</td>
<td>10/1/2020</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is anticipated that approximately three new employees will be hired through this expansion.</td>
</tr>
<tr>
<td>Location Description</td>
<td>To be determined.</td>
</tr>
</tbody>
</table>
### Planned Activities
Recaptured funding could be utilized for the acquisition of the building and for the immediate improvements the building would need. One property they are looking at would more than double the sales floor and provide an indoor classroom/workshop area. Additional staff would be immediately needed to meet the needs of the expansion. The building needs two universal ADA compliant restrooms constructed, the parking lot needs repaved to accommodate disabled patrons/employees and a new entrance will need to be added.

<table>
<thead>
<tr>
<th>9</th>
<th>Project Name</th>
<th>Program Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>City of Cheyenne</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Program Administration</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Program Administration</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $89,543</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>To provide for program administration for the City of Cheyenne CDBG Entitlement funds.</td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
<td>6/30/2020</td>
</tr>
<tr>
<td></td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Location Description</td>
<td>2101 O'Neil Avenue, Cheyenne, WY 82001.</td>
</tr>
<tr>
<td></td>
<td>Planned Activities</td>
<td>This activity is for Program Administration only.</td>
</tr>
</tbody>
</table>
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 geographic area of the jurisdiction is the City of Cheyenne. Approximately 58 percent of the offices are located within Census Tract 7, with 55 percent of the funding identified to be spent within Census Tract 2; and 12 percent within Census Tract 7. The remainder of the funding will be spread throughout the City of Cheyenne for low to moderate-income households and persons.

### Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Cheyenne</td>
<td>100</td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The Housing & Community Development Advisory Council's priorities are to serve the low to moderate-income population. The grant recipients have to demonstrate that their clients are low to moderate-income city residents. The majority of their clients live in Census Tracts 2, 3, 7, 10 and 13, which are the City of Cheyenne's low income neighborhoods. It is estimated that approximately 90 percent of our grant allocation will be dedicated to these low income neighborhoods.

Discussion

The following grants have been recommended for funding and are located within the identified Census Tract.

Climb Wyoming $15,000. Their main office is located in Census Tract 7, Block 1. All of their assistance will be given to low-income single mothers of Cheyenne. Their clients are scattered throughout Cheyenne.

Needs, Inc. $85,000.00. Their main office is located in Census Tract 2, Block 2. All of their assistance will be given to low to moderate-income residents of Cheyenne. Their clients are scattered throughout Cheyenne.

H&CD Advisory Council Scholarship Program $ 5,000.00. Their office is located in Census Tract 7, Block 1. This grant assists low to moderate-income students attending LCCC. The students are scattered throughout Cheyenne.

COMEA, Inc. $ 40,000.00. Their office is located in Census Tract 7, Block 1. This grant assists homeless
individuals in Cheyenne.

Laramie County Senior Services Program $ 8,893.44. Their office is located in Census Tract 7, Block 1. This grant assists low to moderate-income seniors. The seniors are scattered throughout Cheyenne.

City Parks & Recreation $193,201. The park is located within Census Tract 2, Block 2. This grant will assist a low-income neighborhood.

Habitat for Humanity $85,000. Their main office is currently located in Census Tract 7, Block 1. This grant will assist with new facility acquisition/improvements and will result in jobs created. Recaptured funding will be utilized for this project. It is unknown how much funding will be available, and a location has not yet been identified.

Program Administration $89,543. The office is located within Census Tract 7, Block 1.

The City of Cheyenne is 38.1 percent low to moderate income per the 2000 Census Tract and Block Percentages for Low/Moderate.

Census Tract 2  55.83 percent

Block 2  55.05 percent

Census Tract 7  61.28 percent

Block 1  87.70 percent
Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is a continuing need in Cheyenne. In past years it has been a struggle to find developers who are willing to provide new affordable housing units within the city. Even so, in 2014 three developers applied to WCDA for HOME and Low Income Housing Tax Credit assistance to build 117 units within Cheyenne. Another agency is looking to build 44 units for veterans. Two of the developers again submitted applications to WCDA in 2015. In October 2015 WCDA approved funding for two developments within Laramie County. Crow Creek Apartments, containing 59 units, will be located on Avenue B-6 within Census Tract 4.02, just outside of the city limits. Grand Harmony Apartments, containing 33 units, will be located within Census Tract 3, within the city limits. Both developments are located on the south side of Cheyenne, the county project is located within a low income census tract. In 2017 three developers applied to WCDA for HOME and Low Income Housing Tax Credit assistance to build 215 units within Cheyenne for families and seniors. Per the Planning and Development Department the following complexes are in various phases: South Ridge Apartments, an affordable housing complex, that includes 40 units has been completed; Mission Village, an affordable housing complex, that includes 41 units is under construction; Converse Place Apartments, an affordable housing complex, that includes 72 units is under construction; Grand Mesa Apartments, an affordable housing complex, that includes 62 units is under construction; Annie Morgan 4-Plexes, an affordable housing complex, that includes 40 units has been completed; .

The City Metropolitan Planning Office (MPO) has updated PlanCheyenne. PlanCheyenne places a strong emphasis on mixed use development patterns as a means of maintaining the Cheyenne Area's identity, creating livable and pedestrian oriented neighborhoods, stimulating development and revitalization, and promoting energy efficient development. As part of the City's Unified Development Code (UDC), a variety of new mixed use districts were established to support the implementation of the different intensities and types of mixed use development designated by the Future Land Use Plan. In addition, some existing zone districts were modified to promote more compact, pedestrian oriented development patterns. These and other amendments not only help bring the City's regulations into compliance with PlanCheyenne, but also serve as incentives for future infill and redevelopment.

The process of updating and approving PlanCheyenne has gone a long way to educating the local developers and they are becoming more open to building more compact neighborhoods which are more affordable, as opposed to single family homes on large lots which are not affordable. Pedestrian oriented neighborhoods will give the low income residents of Cheyenne the opportunity to work, live, and play all within walking distance so transportation will not be an issue.

The City will continue to discuss the affordable housing concept with local developers. Also, the amount of CDBG funding that the City receives is too little to help with more than a small infrastructure
project. Therefore, the Housing & Community Development Office is focusing on ensuring that homeowners remain in their current homes. In 2018 two programs were approved and in 2019 no applications were received.

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td>0</td>
</tr>
<tr>
<td>Non-Homeless</td>
<td>0</td>
</tr>
<tr>
<td>Special-Needs</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households Supported Through</th>
<th>0</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
<td>0</td>
</tr>
<tr>
<td>The Production of New Units</td>
<td>0</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
<td>0</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>0</td>
</tr>
</tbody>
</table>

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

Discussion

With all the recent and projected growth in the City, demand for affordable housing will only increase in coming years. Apartment vacancies in Cheyenne have remained very low over the past 3 years, with vacancies fluctuating from 2.8 percent to 2.9 percent to 5.2 percent. The average number of City residential units for sale in third quarter 2018 was 242 compared to 271 units for sale at the same time in 2017, 298 units in 2016, and 270 units in 2015. The number of City unfurnished apartments vacant in third quarter 2018 was 17 compared to 32 vacant at the same time in 2017 and 26 vacant in 2016. Because Cheyenne is growing, average home prices, especially for newer homes have seen a strong increase over the past 8 years. In 2018 the average home sales price in the third quarter was $261,598 compared to $249,083 in 2017, $228,848 in 2016, and $212,450 in 2015.

1. Economic Indicators for Greater Cheyenne, Volume XXXIII – Number 4, December 2017
AP-60 Public Housing – 91.220(h)

Introduction

The Cheyenne Housing Authority (CHA) manages public housing units in Cheyenne. The CHA provides decent, safe and sanitary housing to elderly, disabled and economically disadvantaged families unable to obtain housing through conventional means. The ultimate goal of the CHA is to assist and empower its clients through the professional and courteous provision of basic life services that help clients gain control of their destinies.

The CHA administers low-income rental housing assistance for nearly 2,150 households throughout Wyoming. At the same time the CHA also has a waiting list of approximately 1,757 households for its Section 8 voucher program and 1,123 households for its Public Housing programs. This is one indication of the shortage of affordable housing for all eligible populations.

The CHA has a total of 266 Public Housing Units in Cheyenne consisting of 97 scattered site single family homes and 3 multifamily properties serving senior and disabled tenants. The CHA also manages 1,000 Housing Choice Vouchers and 91 VASH vouchers.

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

The City of Cheyenne has a working partnership with the CHA to meet housing needs within the community. However, the CHA develops its own Agency Plan for submission to HUD; the Agency Plan is consistent with the City of Cheyenne Consolidated Plan.

In essence, the CHA Agency Plan describes capital improvements to address modernization needs throughout its public housing portfolio, including: potential replacement of a public housing unit, potential conversion of public housing to project-based RAD, and their nonsmoking policy has been updated. There are no funds available for the creation of new public housing units.

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

The CHA also operates a Family Self Sufficiency (FSS) Program; the FSS Program supports active participants efforts to eliminate their dependence on subsidy programs by engaging participants in methods they can utilize to become financially independent.

Participants are offered a variety of tools to improve their financial situation, are provided an opportunity to learn new skills and/or enhance old skills, and are provided methods to achieve economic self-sufficiency. The FSS Program is available to all participants living in Laramie or Albany.
County that receive Section 8 rental assistance or Public Housing through the CHA.

One primary FSS program benefit is the opportunity to build an escrow savings account. As earned household income increases, the escrow account increases. When the family has successfully met all its goals and graduates from the program, they receive the full amount of their escrow funds, including interest. Escrow account funds can be used for a down payment on a home, to open a small home business, etc.

In 2018, FSS program participants included 9 Public Housing tenants and 6 Section 8 participants.

The CHA solicited public comment and held a public hearing as part of its Agency Plan submission process, and solicits public comment prior to adoption of any policy change. Additionally, the CHA informs the public, including tenants, of regularly scheduled monthly meetings of the CHA Board of Commissioners and invites public comment at each meeting. The CHA encourages the development and operation of Resident Councils in each of its multifamily public housing communities, and works closely with those Resident Councils to solicit and discuss tenant feedback regarding ongoing operations of the public housing program.

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

The CHA is not a troubled public housing agency. On the contrary, the CHA functions exceptionally well.

Discussion

The Cheyenne Housing Authority sponsored the formation of a new nonprofit housing organization, the Wyoming Housing Partnership (WHP). WHP in 2017 acquired ownership interest to preserve three affordable housing developments in Cheyenne totaling 88 units and intends to develop new affordable housing units in the future.

The CHA provides ongoing fair housing training for all their staff. They also provide ongoing tenant training regarding housekeeping, being a good neighbor, energy conservation and other topics intended to support successful tenancy.

The CHA is active in WyoNAHRO, Mountain Plains NAHRO, National NAHRO, AHMA and other housing organizations; staff participates in fair housing and other training at conferences presented by each of these entities.
AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Homeless and special populations are one of the City of Cheyenne's top three categories for priority needs and goals within the Five Year Consolidated Plan. The City of Cheyenne Housing & Community Development Office has a working relationship with COMEA House, the local homeless shelter; Safehouse, the local domestic violence shelter; Community Action of Laramie County (CALC), a local ESG and CSBG agency; Family Promise, a local transitional housing agency; Wyoming Independent Living, a local disability agency; Cheyenne Transit Program, the local public transit system; Laramie County Community Partnership Strong Families Action Team, a local nonprofit working with homeless youth; The Salvation Army, a local nonprofit working with homeless and low-income residents; and Needs, Inc., a local food bank. All of the above agencies work with the homeless and special populations in the City of Cheyenne.

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 following actions will be taken by the City of Cheyenne in Fiscal Year 2019 to address the needs of homeless persons and homelessness prevention. In January 2019, a Point in Time (PIT) count was conducted. The PIT is an intense survey used to count the number of homeless individuals living in Cheyenne on the streets, in shelters, safe houses or in transitional housing, or in areas not meant for human habitation. The homeless shelter, SafeHouse, and transitional housing employees collected the information for the sheltered count and volunteers counted the unsheltered. The information collected is being compiled into a report that will show a more accurate homeless count for Cheyenne but will not be available for several months.

The Wyoming Coalition for the Homeless (WCH) is an advocacy and empowerment agency offering the homeless non-violent ways to voice their views and become self-advocates. They offer assistance during the day to the homeless population. The WCH provides opportunities for writing/publication, art exhibits/sales, legislative action, homeless speaker's bureau and other programs, which raise self-esteem and confidence, and educates the public from the homeless person's point of view. The Welcome Mat has been an active project of WCH, since 1993. This project offers a day center for the homeless, clothing closet, computer lab, bicycle repair shop, library, sewing and fabric rooms for making sleeping bags, etc.

Community Action of Laramie County (CALC), operates a health clinic for the homeless at the City/County Health Department, Cheyenne Crossroads Clinic. This program provides medical care and other health services to the homeless population of Laramie County. In addition, they manage the John...
J. Edmonds Veterans Home which is a short-term program of 90 days or less offering case management and temporary housing to low-income veterans who’ve been issued a housing option by the local VA or Volunteers of America.

Family Promise works with homeless families to provide emergency and on-going shelter, meals, and supportive services. They manage a duplex and work with the local churches to help house homeless families.

The Housing & Community Development (H&CD) Office will be working with two nonprofit agencies in Fiscal Year 2019 that help the homeless population in Cheyenne:

Needs, Inc. provides short term emergency services and assistance to homeless individuals and families, during daylight hours. Individuals in need receive food and clothing. Needs started handing out free bus tokens. CDBG will help by providing food, free bus tokens and facility rehabilitation.

COMEIA, Inc. is the local homeless shelter. COMEIA provides up to 5 days in the emergency dorm, meals, and clothing. Their Journey Program provides additional time for individuals to become stable and search for employment. Their Pay-to-Stay Program is available for individuals who maintain employment. Their Transitional Living Program serves those with circumstances that make independent living exceptionally difficult. CDBG will help by providing facility rehabilitation to their transitional housing apartments.

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

The COMEA House continues to be a primary overnight homeless shelter for the community. The shelter provides a safe and secure emergency shelter to homeless adults and families. COMEA is a 5-day emergency shelter for men, women, and families. Currently the shelter can accommodate 65 men and women and two families at a time. In addition to the emergency shelter, COMEA House also has a Transitional Living Program (TLP). The TLP consists of 12 efficiency apartments; two of these apartments are handicap accessible. The purpose of the TLP is to help homeless men and women transition from homelessness into self-sufficiency. They also have a pay to stay dormitory that houses up to 10 men in a semi private living space. These men are working and saving for a place of their own and can participate in the program for 90 days. In 2019 CDBG will assist with the rehabilitation of the Transitional Facility.

Community Action of Laramie County (CALC) manages the John J. Edmonds Veterans Home. They also manage transitional housing which consists of single-occupancy apartments that are offered to homeless individuals, as well as larger apartments and/or homes to assist low-income families. CALC also receives federal funds for their health care program that provides primary medical care, mental health services, and substance abuse services to individuals and families who are currently homeless.

**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

Community Action of Laramie County (CALC) offers several programs for the homeless. Their Transitional Housing program consists of single occupancy apartments that are offered to qualified individuals, as well as larger apartments and/or homes to assist low-income families.

Family Promise houses homeless families in churches and in a duplex that they acquired with CDBG funding.

Laramie County Community Partnership (LCCP) Strong Families Action Team is working with Catholic Charities to provide host homes for homeless unaccompanied youth. They have acquired the use of two homes and are housing unaccompanied students. They have received land where they are building a duplex. They had a ground breaking ceremony in early 2018 for the duplex.

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 Salvation Army operates a program that provides housing & utilities assistance to keep low income residents in their homes. They received CDBG assistance for this in 2016 and 2017. They have applied to HUD for ESG funding.

Community Action of Laramie County Inc. receives CSBG funding. Services are provided by application only, which can include temporary housing upon eligibility and availability.

Even though the above three agencies provide the same service the need far exceeds the available funding.

LCCP Strong Families Action Team continues to work with a youth homeless taskforce to identify the needs of the local homeless youth.

Discussion

In the past 6 years the City of Cheyenne has put Public Service dollars towards the homeless in Cheyenne, also $128,292.40 has been given to COMEA House for rehabilitation, CALC has received
$11,000 for Homeless Prevention. The Salvation Army has received $27,420 for Homeless Prevention. Interfaith Family Support Services has received $11,000 for homeless families.

This is an area where Cheyenne will continue to provide funding.
**AP-75 Barriers to affordable housing – 91.220(j)**

**Introduction:**

The City of Cheyenne continues to view nonprofit capacity of affordable housing partners, economic market conditions for low to moderate-income homebuyers, and reductions in federal investments to be the most significant barriers to affordable housing in Cheyenne.

In past years it has been a struggle to find developers who are willing to provide new affordable housing units within the city. Even so, in 2014 three developers applied to WCDA for HOME and Low-Income Housing Tax Credit assistance to build 117 units within Cheyenne. None were successful. Two of the developers again submitted applications to WCDA in 2015 and received funding. In 2017 three developers applied to WCDA for HOME and Low-Income Housing Tax Credit assistance to build 215 units within Cheyenne for families and seniors. This shows that developers are now willing to come to Cheyenne but there is not enough Low-Income Housing Tax Credit assistance available and the developers have to look elsewhere for funding.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The Cheyenne Metropolitan Planning Office (MPO) has updated PlanCheyenne. PlanCheyenne and the Unified Development Code (UDC) addresses topics like land use, zoning ordinances, building codes, and policies. During the approval process for Plan Cheyenne there were a variety of concerns expressed. Some false information was provided to the residents specifically relating to the adverse impact that affordable housing options could have on area neighbors. Such information, when not based in fact, has the ability to become a barrier to providing affordable housing within the City of Cheyenne. The MPO, Planning, Development and Building offices will continue to work with and encourage developers to build more affordable housing along with encouraging a broader diversity of housing types that can better match housing products to area incomes. Additional discussions relating to density and strategies to mitigate the adverse effects of density will continue to be an ongoing topic of discussion in the City of Cheyenne.

Discussions have also been held within City offices to see if fees could be lowered to make development more affordable. Although fees constitute a small proportion of the total cost of any housing unit, future discussions relating to fees should also focus on strategies or credits that could be applied to affordable housing.

**Discussion:**

Cheyenne, like most communities, deals with potential concerns and opposition from neighborhoods...
and residents when any new development is proposed. "Not in my backyard," NIMBY, and "Not over there, either," NOTE, are common outcries.

Affordable rental housing draws the most attention, although affordable owner housing has opposition. Neighbors express concerns about overcrowded schools, falling property values, crime and traffic. To calm these reasonable concerns, the City should continue to provide a balanced approach to development in which these issues are addressed in code and are mitigated by our standards. With adequate assurances in place, elected officials can assure concerned neighbors that their issues will be addressed in a predictable and sufficient manner. This enables elected officials to approve development projects with greater certainty that they are not neglecting the concerns of area residents they represent.

The Cheyenne Housing & Community Development (H&CD) Office offers several programs to remove barriers to affordable housing:

1) Assistance with down payment and closing costs for first time homebuyers.

2) Assistance with housing rehabilitation to bring a home up to code, making it safe, decent and sanitary.

In addition to the H&CD Office programs, the Cheyenne Building Department, Planning Services and Cheyenne's governing body work with developers to encourage affordable housing development. PlanCheyenne is a great educational tool for developers to see how smaller more compact and affordable neighborhoods could benefit the City of Cheyenne. The CHA Housing Market Study, the 2015 Rural Resource Team Report, the 2018 Laramie County Housing Report and the 2018 Wyoming Housing Needs Forecast also show that Affordable Housing is a need within the City.
**AP-85 Other Actions – 91.220(k)**

**Introduction:**

The Housing & Community Development (H&CD) Office will continue to develop programs and initiatives, designed to improve existing programs, and identify additional sources to better serve those in need of affordable housing and related services.

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

The City of Cheyenne has a strong working relationship established with the Cheyenne Housing Authority and with the local nonprofit agencies and organizations that provide services to low and moderate-income households and underserved populations in the community. The city and its staff will continue to support these agencies and organizations as they serve the community's populations who are most in need of assistance, including the homeless and special needs populations. The City of Cheyenne will also promote continued communication and collaboration among these groups.

The greatest obstacle facing all agencies and organizations who work to meet the underserved needs in the community has been and is expected to continue to be the lack of available funding for meeting the level of need that exists in the community. Funding has been reduced for most programs, including housing, community development, education, and human services. As a result, competition for available funds has increased. The City of Cheyenne had a decrease in sales tax revenues in 2010 which caused the city to decrease their allocation to nonprofits. The funding levels have remained low due to the lack of sustainable revenue.

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

The H&CD Office will continue to work with the City Planning offices to support PlanCheyenne and will offer support to other agencies that work with and foster affordable housing.

The H&CD Office will also continue to provide funding for homeowner rehabilitation projects in an effort to maintain the local affordable housing stock and also continue to provide funding for first time homebuyers to assist with down payment and closing costs.

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

According to Census data, Cheyenne has over 18,000 housing units that were built prior to 1980 and many of these units are thought to contain lead based paint. The neighborhoods containing older homes are also neighborhoods that many low and moderate income individuals and families call home. The H&CD’s policy when dealing with housing rehabilitation projects is to require lead paint testing by a certified lead based paint inspector on any house built prior to 1978, if the rehabilitation work will include disturbing any existing painted surfaces. Where lead based paint is found, the safe
removal or encapsulation of all areas containing lead paint will be required as part of the rehabilitation contract.

The H&CD Office Contract Housing Inspector is trained in dealing with lead based paint, and is certified as a lead paint Inspector and Risk Assessor. Only Certified Renovation Firms, listed with the EPA, are invited to bid on the homes where lead based paint is found.

Lead paint information booklets are available in English and Spanish, and are provided to all Emergency Assistance Program (HAND) and HOME Program participants, as well as buyers through the Cheyenne Homebuyers Opportunities Program (CHOP).

The H&CD Office sponsored Certified Renovation classes in recent years and several local contractors attended. Additional classes will be sponsored by the H&CD Office as needed.

The H&CD Office is also working with the nonprofit agencies in Cheyenne and the City/County Health Department. If the City/County Health Department becomes aware of a lead based hazard they can contact the H&CD Office and request a lead inspection. If a sub grantee is required to have a lead based paint test done, then the H&CD Office Housing Inspector is made available to perform the lead test. A new lead analyzer was purchased and will provide enhanced lead results.

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

The majority of the activities funded by the City of Cheyenne CDBG grant are intended to reduce the number of persons living in poverty and improve their overall quality of life. The programs that may influence poverty levels include those that provide job training and skills; public service activities; and affordable housing opportunities.

Actions that will take place during 2019 to promote self-sufficiency and help move individuals and families out of poverty include:

1) Funding for job training for low-income students through Laramie County Community College scholarship assistance and job training offered through Climb Wyoming for low-income single mothers.

2) Continued support for agencies that work with individuals and families living in poverty, including;

   - Funding for transportation programs (providing free bus tokens that allow those with no transportation the ability to travel to work, the doctor, the grocery store, etc.)

   - Funding for the local food bank (providing food baskets for the low income)

3) Continued support of public facilities by providing rehabilitation to include:

   - Funding for the local homeless shelter (providing rehabilitation to their transitional housing

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
- Funding for the local senior center (providing rehabilitation for their walk-in freezer)

- Funding for the local food bank (providing rehabilitation for their facility to include fire safety upgrades)

- Possible funding for the rehabilitation of a facility that would create job opportunities.

4) Continued support for low-income neighborhood improvements to include:

   - Funding for a low-income area park (providing for the removal of an old worn playground and installation of a new ADA playground)

**Actions planned to develop institutional structure**

It is the responsibility of the Cheyenne Housing & Community Development (H&CD) Office Program Manager to administer the 2019 grant proposals, as well as, ongoing programs from prior years, as public guardian in a manner that is accountable and demonstrates cost effective methods for the betterment of the community, while reflecting the intent of CDBG to service the needs of the community in meeting a national objective.

The H&CD Office works with several city departments on CDBG funded projects. These departments include the following:

1) Finance Department, which provides management of the financial aspects of the grant and fund draw down and assists when the Program Manager is unavailable;

2) Purchasing Department, which provides assistance to the H&CD Office with purchase orders;

3) IT Department, which provides computer, mail room, and copy assistance;

4) Fire & Rescue Department, which provides management of the smoke detector program;

5) Other city departments, as the need may arise.

The City of Cheyenne H&CD Office has a partnership with and between nonprofit organizations, community residents, social service agencies, public health, public institutions and businesses. With these working partnerships our office will be able to direct people to the agencies that can better serve their needs if the H&CD Office cannot help them.

The Advisory Council looks closely at the individual grants that are received to make sure that the grant recipients do not duplicate services. This way our funds can be spread throughout the community in a
more efficient and cost effective manner.

The H&CD Office is working with Laramie County Community Partnership, Inc. This partnership was formed to promote active participation in defining and addressing the problems we face in our community. It is a forum to discuss ideas about the direction our community is heading and to implement innovative strategies that will take us in the direction we want to go, a vibrant, thriving community that offers the opportunity for all of our residents to realize their full potential.

The H&CD Office Program Manager is also working with the Wyoming 211 agency and the Inter Service Family Assistance Committee as other avenues to inform the community of our services.

The Wyoming Homeless Collaborative is working with agencies throughout the state, including the H&CD Office, to strengthen the Continuum of Care in Wyoming. One of their steps was to ensure that the 2015, 2016, 2017, 2018 and 2019 Point in Time Count was a success.

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

The City of Cheyenne continues to work in coordination and collaboration with multiple public and private entities including Cheyenne Housing Authority, Cheyenne Transit, Community Recreation & Events, The Salvation Army, Community Action of Laramie County (CALC), COMEA House, Needs Inc., and LCCP partners in addressing the needs of low to moderate income, special needs, and homeless populations.

**Discussion:**

It is the intent of the Housing & Community Development Office to continue working with the residents and agencies of Cheyenne to help the low income population in the areas of Housing, Homelessness/Special Populations and Economic/Community Development.
Program Specific Requirements

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

Introduction:

For Fiscal Year 2019 the City of Cheyenne will receive $447,715. It is anticipated that $73,923 in recaptured funds will be included with the grant cycle.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(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. 100.00%
The Housing & Community Development (H&CD) Office maintains several mortgages for homeowner rehabilitation projects, as well as, mortgages made to several nonprofit agencies. Any program income that is received throughout the year comes from the mortgages. Currently there are no mortgages that require monthly payments.
Attachment
Homeless Services in Wyoming

The City of Cheyenne Housing and Community Development (H&CD) Office collaborated with agencies throughout the State of Wyoming to discuss homeless activities. A meeting was held on March 10, 2017, at 2:30 p.m. with 13 attendees. Additional agencies were contacted via phone and e-mail with the following results.

City of Cheyenne

City of Cheyenne H&CD Office: provides Community Development Block Grant (CDBG) funding for Cheyenne non-profit agencies. CDBG has provided funding for COMEA House (local homeless shelter rehabilitation), Family Promise (homeless families transitional housing), CALC (homelessness prevention), The Salvation Army (homelessness prevention), Cheyenne Transit (transportation), and Needs, Inc. (food baskets).

Deanne Widauf, Program Manager
Housing & Community Development
2101 O’Neil Avenue
Cheyenne, WY 82001
Phone: 307/637-6255 Fax: 307/637-6231
dwidauf@cheyennecity.org
www.cheyennecity.org/170/HousingCommunity-Development
Follow on Facebook.

COMEA House: provides ESG funding. Shelter support, admin, rapid rehousing, homeless prevention, outreach. Homeless prevention for those about to be evicted they pay money to landlord. Rapid rehousing - pay security deposit, first month rent, and move in costs.

Robin Bocanegra
Phone: 307-632-3174
director@comeashelter.org

Family Promise of Cheyenne: provides emergency shelter for minor children and their families, we also have transitional housing and aftercare for families who have exited FPC into their own housing. We provide case management and supportive services. We provide families, both in the program and outside the program, with clothing, hygiene products, diapers and wipes, and household furnishings.

Lori Kempter-Mansell, Executive Director
Family Promise of Cheyenne
Phone: 307-772-8770 Fax: 307-772-3430
www.FamilyPromiseofCheyenne.org
**LCCP Unaccompanied Student Initiative:** provides a safe stable home for youth experiencing homelessness. One of the ways they intend to achieve this is to implement Unaccompanied Student Residences for students age 18 - 20 years old that are in high school. With the Unaccompanied Students Initiative, their aim is to complete construction on two student residences by December 2018. Currently they are housing unaccompanied students in a home that was provided by a local church.

Stacy Strasser  
https://www.facebook.com/unaccompaniedstudentsinitiative  
http://www.laramiecountypartnership.org

**Recover Wyoming:** provides some assistance with people experiencing homelessness that have been diagnosed with a serious mental illness through the PATH grant.

Laura Griffith, Director  
Recover Wyoming  
122 West Lincolnway  
Cheyenne, WY 82001  
Phone: 307-421-7261  
Fax: 307-222-0281

**Safehouse Services:** provides services to victims or survivors of domestic violence, stalking, and sexual assault. Safehouse operates a shelter for persons who are in a violent or potentially violent environment. It is a residential center designed to provide a comprehensive set of services for these victims and their children.

Carla Thurin, Executive Director  
714 W. Fox Farm Road  
Cheyenne, WY 82007  
307-637-7233  
www.wyomingsafehouse.org

**The Salvation Army:** provides lunch for individuals daily, food boxes, and provides housing and utilities assistance to very-low/low-income families to help them remain in their homes and/or retain utility service in times of financial crisis.

Lt. Clinton Trimmer  
601 E. 20th Street  
Cheyenne, WY 82001  
307-634-2769  
Clinton.Trimmer@usw.salvationarmy.org  
http://cheyenne.salvationarmy.org
Cheyenne VAMC Homeless Program: Different eligibility criteria for their programs. Emergency Shelter Program w/ Catholic Charities. Grant Perdium – CALC. HUD VASH program – with case management 90 vouchers through CHA. Works with Volunteers of America. Walk in outreach services at VA

Tatum Webb
Cheyenne VA – homeless coordinator
Phone: 307-421-2914
Tatum.webb@va.gov

City of Casper

City of Casper CDBG Program Office: provides Community Development Block Grant funding and management for Life Steps Campus. For FY16 and FY17 a large part of the CDBG funding will be expended on the Campus replacing the fire suppression and fire alarm systems, as well as, FY15 replacing the major heating system with hot water from an aged steam system benefitting the homeless population in the Housing First units and will be adding permanent supportive housing.

City GIS has done a map for all social service agencies in the city and provides transportation subsidy assistance. The City subsidizes transportation by reimbursing the Casper Area Transportation Coalition that runs the City Bus and the Dial-A-Ride service on the CATC buses. Some if the funding pays for part of the tokens and tickets to enable homeless persons to be mobile.

Joy Clark
200 N. David, Room 203
Casper, WY 82601
Phone: 307-235-8241  Fax: 307-235-8362
jclark@casperwy.gov

Casper Housing Authority: provides public housing vouchers, Section 8 vouchers, mailboxes and pagers for persons who are homeless so they will have a phone number and an actual address for mail. They are the Property Managers for the Life Steps Campus which has Housing First housing, community gardens, full, commercial kitchen with a chef, nutritional and educational programs.

Kim Summerall-Wright, Executive Director
Phone: 307-266-1388
kswright@chaoffice.org

Seton House: provides for homeless men or women who are single and have to have at least one child. They have housing and multiple other services.

Deanna Frey
Phone: 307-577-8026
setonh.deanna@gmail.com
Self Help Center: provides housing for homeless/non-homeless women from domestic violence in the Safe House, and single men – from domestic violence cases, or not, in the McKinley House.

Jennifer Dyer
Phone: 307-235-2814
jdyer@shccasper.com

Community Action Partnership of Natrona County: provides Rapid Rehousing and Permanent Supportive Housing.

Casper, WY
Phone: 307-232-0124

State of Wyoming

Wyoming Business Council: Community Development Block Grant does not provide funding towards homeless at this time.

Sandy Quinlan
Wyoming Business Council
Phone: 307-777-2825
Sandy.quinlan@wyo.gov

Continuum of Care, Wyoming Homeless Collaborative
Debby Rieff
Homelessness Training & Outreach Coordinator
Phone: 307-754-2245 x 33
Debby.rieff@wyo.gov

The Coc received 13 applications last year. CoC membership voted to fund HMIS and Community Action Partnership of Natrona County.

HMIS Lead for Wyoming:

Bobbie Nielsen
Institute for Community Alliances
Phone: 307-274-8276
Bobbie.nielsen@icalliance.ord
**Volunteers of America:** provides Supportive Services for Veteran Families. Runs a community homeless shelter in Sheridan (funded by Sheridan City & County one cent sales tax revenue, VA grant Per Diem Contract, CSBG, ESG, private foundations, and Empty Bowl Fundraising event), Transitional Housing for Veterans, and homeless prevention and rapid re-housing (ESG funding). Have applied for ESG funds for 2017 for Sheridan County and another request to provide funding for all 23 counties.

Eligible participants must: be a member of a veteran family; be very low-income (does not exceed 50% of the area median income); and be Occupying Permanent Housing.

Claud Alley, Director of Homeless Services
Volunteers of America
Phone: 307-673-0025
calley@voanr.org

**SSVF for Veterans:** provides Rapid Rehousing, Homelessness prevention, Transportation, Child care, Emergency housing, and Housing stabilization.

Debbie Lynch
Volunteers of America
dllynch@voanr.org

**Projects for Assistance in Transition from Homelessness (PATH) grant.** PATH is a SAMHSA funded formula grant. The Behavioral Health Division, Wyoming Department of Health is their grantee. We distribute almost all the funding to four community organizations. For Cheyenne, we fund Recover Wyoming. PATH provides specific assistance to people who are literally homeless who also have a serious mental illness.

The Behavioral Health Division also utilizes some of our SAMHSA funded Mental Health Block Grant to support Housing First efforts with the four PATH providers. The Housing First effort's goals are 1) secure a way for people to have sustained housing; 2) utilizing the Housing First model.

We also require the PATH providers to put some effort into community collaboration and to participate in both local and state CoC efforts.

Provide street outreach, shelters, to engage people to try and get them into resources. PATH case management – get a secure way to pay for housing. Match funds with mental health funding Pay for rent, move in costs. PATH – move in costs, renovation. Homeless and serious mental illness qualifies for PATH.

Janet Jares
Behavioral Health
Janet.jares@wyo.gov
https://health.wyo.gov/behavioralhealth/mhsa/initiatives/housingfirst/path-wyo/
Affidavit's
Proof of Publication

THE STATE OF WYOMING )ss.
County of Laramie )

AFFIDAVIT
Kristy Simola, of said County of Laramie, being first duly sworn, deposes and says that she is the Business Office Supervisor; or Florence Engel, of said County of Laramie, being first duly sworn, deposes and says that she is a Customer Service Rep/Legal Adv of the Wyoming Tribune-Eagle, a newspaper printed and published in said County and State, and in the Capitol of said State; that the notice of which the annexed is a true copy, has been published in the said newspaper for 1 Times, to wit:
11/02/2018

and that the first publication of said notice was made in said paper bearing date November 2nd, A.D. 2018

and that the last publication of said notice was made in said paper bearing date November 2nd, A.D. 2018

Subscribed in my presence and sworn to before me by the aforesaid Kristy Simola, Business Office Supervisor or Florence Engel, Customer Service Rep/Legal Adv.

this ________________
Day of Nov., 2018
My commission expires:

Wyoming Tribune-Eagle

November 2, 2018

Cox Parking Lot. The meeting location is accessible to persons with mobility impairments. Please notify the H&CD Office, 637-6255 or dwiddle@cheyenne-tribune.com if special accommodations (equipment or interpreting service for Limited English Proficiency) are needed or Wyoming Relay Service at 711 or 1-800-877-9975 during regular business hours to discuss the provision of TDD/TTY communication.
Proof of Publication

THE STATE OF WYOMING
County of Laramie

AFFIDAVIT

Dionne Roccaforte, of said County of Laramie, being first duly sworn, deposes and says that she is the Business Manager; or Florence Engel, of said County of Laramie, being first duly sworn, deposes and says that she is a Customer Service Rep/ Legal Adv of the

Wyoming Tribune-Eagle

a newspaper printed and published in said County and State, and in the Capitol of said State; that the notice of which the annexed is a true copy, has been published in the said newspaper.

for One Times, to wit:

November 02, 2018

and that the first publication of said notice was made in said paper bearing date

November 02, A.D. 2018

and that the last publication of said notice was made in said paper bearing date

November 02, A.D. 2018

Subscribed in my presence and sworn to before me by the aforesaid Dionne Roccaforte, Business Manager or Florence Engel, Customer Service Rep/ Legal Adv.

this Day of NOV, 2018

My commission expires:

January 25, 2020

Notary Public
Proof of Publication

THE STATE OF WYOMING )ss.
County of Laramie )

AFFIDAVIT

LaShay Hernandez, of said County of Laramie, being first duly sworn, deposes and says that she is the Classified Manager; or Florence Engel, of said County of Laramie, being first duly sworn, deposes and says that she is a Customer Service Rep/Legal Adv of the

Wyoming Tribune-Eagle

a newspaper printed and published in said County and State, and in the Capitol of said State; that the notice of which the annexed is a true copy, has been published in the said newspaper.

for 1 Times, to wit:

03/21/2019

and that the first publication of said notice was made in said paper bearing date

March 21st, A.D. 2019

and that the last publication of said notice was made in said paper bearing date

March 21st, A.D. 2019

Subscribed in my presence and sworn to before me by the aforesaid LaShay Hernandez, Classified Manager or Florence Engel, Customer Service Rep/Legal Adv.

this __________ 21

Day of March, 2019

My commission expires:

BRIANNA O~NOTARY PUBLIC

COUNTY OF LARAMIE STATE OF WYOMING
MY COMMISSION EXPIRES JAN 25, 2020

PUBLIC NOTICE
CITY OF CHEYENNE
PUBLICATION OF 2019 ANNUAL ACTION PLAN

The Department of Housing and Urban Development (HUD) has awarded the City of Cheyenne Housing and Community Development (H&CD) Office approximately $415,847,000 to undertake its 2019 Annual Action Plan. There will also be $85,000.00 in anticipated recaptured funding utilized. A Tier system is being utilized, Tier 2 will only be funded if the allocation is more than anticipated. The activities that are being recommended by the H&CD Office Advisory Council to the Cheyenne City Council for funding are as follows:

Public Service Projects...

<table>
<thead>
<tr>
<th>Tier</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tier 1</td>
<td>Climb Wyoming Job Training for Single low-income mothers</td>
<td>$15,000.00</td>
</tr>
<tr>
<td>Tier 1</td>
<td>Needs, Inc., Crisis Food Assistance</td>
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<tr>
<td>Tier 1</td>
<td>Needs, Inc., Bus Token Assistance</td>
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<td>Tier 1</td>
<td>LCCC Scholarships</td>
<td>$5,000.00</td>
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<tr>
<td>Tier 2</td>
<td>Needs, Inc., Bus Token Assistance (Not to exceed)</td>
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<td>Tier 2</td>
<td>General Service Projects ...</td>
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<tr>
<td>Tier 2</td>
<td>Climb Wyoming Job Training for Single low-income mothers</td>
<td>$15,000.00</td>
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<td>Tier 2</td>
<td>General Service Projects ...</td>
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Tier 2: $85,000.00

Climb Wyoming Job
Training for Single low-income mothers

Needs, Inc., Crisis Food Assistance

Needs, Inc., Bus Token Assistance

LCCC Scholarships

Needs, Inc., Bus Token Assistance (Not to exceed)

General Service Projects...

The City of Cheyenne will accept comments on the

Annual Action Plan. There will be a public hearing during City Council, 2101 O’Neill Avenue at 6:00 pm, and a resolution will be presented. If the Cheyenne City Council approves the 2019 Annual Action Plan the City will submit the Plan to HUD on May 15, 2019. HUD has 45 days to review the Plan. The project area is the City of Cheyenne. A draft of the 2019 Annual Action Plan may be viewed at the Laramie County Library, the Mayor’s Office, the City Clerks Office, Housing and Community Development Office, or on the City of Cheyenne website: www.cheyennecity.org. The H&CD Office is working with different agencies to provide translation services for residents with Limited English Proficiency (LEP). The Public Hearing location is accessible to persons with mobility impairments. Contact Deanne Widauf at 637-6255 or dwidauf@cheyennecity.org if equipment or translation services are required or Wyoming Relay Service at 711 or 1-800-677-9975 during regular business hours to discuss the provision of TDD/TTY communication.

March 21, 2019
Resolution
ENTITLED: “A RESOLUTION ADOPTING THE CITY OF CHEYENNE ANNUAL ACTION PLAN 2019, PREPARED BY THE CHEYENNE HOUSING AND COMMUNITY DEVELOPMENT OFFICE.”

WHEREAS, the Department of Housing and Urban Development (HUD) provides funding to communities to address housing and urban development problems; and

WHEREAS, the City of Cheyenne has been designated by HUD as an Entitlement Community, and is eligible to receive an annual allocation of CDBG (Community Development Block Grant) funds based on the Comprehensive Consolidated Plan 2015 - 2019 which was adopted by the Governing Body on May 11, 2015; and

WHEREAS, the 2019 Annual Action Plan has been developed in compliance with the City’s Citizen Participation Plan, which requires citizen input and two public hearings including review and recommendations by the Housing and Community Development Office Advisory Council. A copy of the 2019 Annual Action Plan is attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CHEYENNE, WYOMING, that the 2019 Annual Action Plan is adopted and the Governing Body, Mayor, City Clerk are authorized to submit the Plan, along with certificates, and execute all HUD contracts and third-party agreements with operating and sponsoring agents necessary to implement and accomplish the 2019 Annual Action Plan.

PRESENTED, READ AND ADOPTED ON THIS 13th DAY OF May, 2019.

Marian J. Orr, Mayor

(SEAL)

ATTEST:

Kris Jones, City Clerk