

City of Cheyenne
Community Development Block Grant
2022 Annual Action Plan



DRAFT March 2022

Executive Summary

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

1. Introduction

As a designated entitlement jurisdiction, the City of Cheyenne receives an annual allocation of federal funding designated to assist in the development of viable communities by

- 1) supporting projects that provide decent, safe and sanitary housing that is both affordable and sustainable,
- 2) homelessness, and
- 3) to expand economic opportunities for low- and moderate-income persons.

The Action Plan is prepared pursuant to 24 CFR Part 91 Consolidated Submission for Community Planning and Development Programs and is required to be submitted to the U.S. Department of Housing and Urban Development (HUD) as a prerequisite to receiving funds under the following grant programs: Community Development Block Grant (CDBG).

The City is required to develop a Five-Year Consolidated Plan (ConPlan) and an Annual Action Plan (AAP) for the use of these funds. This 2022 Annual Action Plan encapsulates the third year of the 2020-2024 Consolidated Plan for Housing and Community Development. Funding priorities will continue to be used to support the low-income residents of Cheyenne.

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 2022 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 acquisition and rehabilitation, provide housing acquisition and rehabilitation, 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:

Provide Safe, Decent, Affordable Housing:

1. Assist 12 low-income homeowners with needed rehabilitation.

Promote Self-Sufficiency Through Service Provision:

1. Assist 1,421 low-income persons with public service activities other than low/moderate income housing benefits.

Public Facilities Assistance:

1. Assist 425 low-income persons with public facilities activities other than low/moderate income housing benefits.

Preserve and improve low-income neighborhoods:

1. Assist 1,345 low-income persons with public facilities or infrastructure activities other than low/moderate income housing benefits.
2. Purchase and rehabilitate one house.

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 2022 Annual Action Plan continues to be the most efficient and effective use of CDBG funds.

The City's past programs have focused on community needs that continue to exist including ageing housing, public facility rehabilitation, neighborhood improvements, and social service support for low-income residents.

During the last 5-Year Comprehensive Consolidated Plan we exceeded expectations with our public service grants to assist low-income residents; our housing rehabilitation goal; our goal to preserve and improve low-income neighborhoods, and our homeless shelter assistance goal. We also provided

assistance to public facilities but did not meet our identified goal. We were unable to meet certain goals as there were no viable applicants.

These goals were discussed during several public hearings and were used to identify the goals for the next 5-year plan.

During the first two-years of the 2020 – 2024 5-Year Comprehensive Consolidated Plan, 2,039 low-income individuals were assisted with public service funding, a low-income neighborhood of 1,345 individuals received a new playground, two public facilities received rehabilitation, one overnight homeless shelter received rehabilitation, one homeless family shelter was acquired, and one low-income homeowner received housing rehabilitation.

CDBG-CV funding was used at the homeless shelter for a new security door to help manage human contact and prevent the spread of COVID-19.

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 2021. Due to COVID-19, the majority of the public meetings/hearings were done via Zoom. A Notice of Funding Available (NOFA) announcing the opening of the Fiscal Year 2022 CDBG funding cycle was published in the local paper, posted on the City of Cheyenne website, LinkedIn and Facebook, and e-mailed to over 570 residents. A hybrid public meeting/training session was held on October 6, 2021 with seven (7) residents attending in person and via zoom.

A Press Release announcing a November 3, 2021 hybrid public hearing was published in the local paper, posted on the City of Cheyenne website, LinkedIn and Facebook, and e-mailed to over 570 residents. Residents of the City were encouraged to attend the virtual public hearing and provide comments on the concept paper applications that were received. Nine (9) residents attended in person and via zoom. The applicants were invited to stay for the Advisory Council meeting to answer questions regarding their individual applications after which 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 2, 2022, to ask specific questions regarding the submitted grant applications. Twelve (12) residents attended the February meeting along with nine (9) Advisory Council Members.

On March 25, 2022, a draft of the Annual Action Plan will be published and made available at the County Library, City Clerk's Office, H&CD 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 will be published the same as the NOFA. A public hearing will be scheduled for April 25, 2022, during the bi-monthly City Council Meeting. An announcement of this public hearing will be published on April 11, 2022. This will be the final opportunity for citizens to comment on the plan. City Council will review the plan during their Finance Committee Meeting on May 2, 2022 and approve the Plan during the bi-monthly City Council Meeting on May 9, 2022.

The H&CD Office has expanded its Citizen Participation outreach via social media with over 1,590 connections on LinkedIn, over 465 friends on Facebook, and over 200 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 the difference between anticipated and actual 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 2022 funding is less than what was allocated in Tier 1, all public services 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 25th of the 2022 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 and 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 2022 Annual Action Plan, no comments were received. Public Notices were placed in the local newspaper, on the City Website, LinkedIn, and on Facebook. The public notices were also e-mailed through the Laramie County Community Partnership and to over 550 residents, agencies, and churches. Public Meetings / Hearings were held prior to the 30-day comment period and one final Public Hearing was held.

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 will be held during the City Council meeting on April 25, 2022, and will be the last date that written comments will be 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.

Agency Role	Name	Department/Agency
Lead Agency	CHEYENNE	
CDBG Administrator	CHEYENNE	Housing & Community Development Office
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The lead agency for the administration of the Fiscal Year 2022 Annual Action Plan CDBG Funding is the City of Cheyenne Housing & Community Development Office.

Consolidated Plan Public Contact Information

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

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(I))

The H&CD Office Program Manager is a member of the Wyoming Homeless Collaborative (COC) and Laramie County Community Partnership (Housing Action Team). Due to COVID-19, the Wyoming Homeless Collaborative did not hold their membership meetings in 2020 and a hybrid meeting was held in 2021. The Laramie County Community Partnership, Housing Action Team was able to hold a few virtual meetings in 2020 and monthly meetings in 2021. These teams are made up of members of the community to include members of the State Government, School District, Medical, and local non-profits.

The COVID-19 restrictions are still partially in place and the communication lines have reopened. Meetings have resumed, either in person or virtually.

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 an organization of service providers, state government, officials, members of the faith-based community, employees of the Veteran's Administration, and other individuals providing services to or interested in the care of people who are homeless. The Wyoming Continuum of Care is known as the Wyoming Homeless Collaborative (WHC). The Governor identified the Department of Family Services as the Lead Agency. The WHC works diligently to ensure that the Point in Time Count is a success each year. Due to COVID-19, the 2021 Point in Time Count limited the unsheltered count.

In 2019 the State of Wyoming, through the Department of Family Services Homelessness Program, procured the services of Marbut Consulting to conduct a Homelessness Services Needs Assessment and to develop Strategic Action Step Recommendations to improve service delivery in order to help reduce homelessness.

The City of Cheyenne H&CD Office is a member of the WHC and attends the membership meetings. Unfortunately, these meetings were put on hold in 2020 due to COVID-19 and a hybrid meeting was held in 2021. The WHC plans to implement regional meetings and Laramie County Community Partnership, Housing Action Team has been asked to facilitate the Southeast Regional Meetings.

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

1	Agency/Group/Organization	City of Cheyenne
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Lead Agency
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Cheyenne is the lead agency for preparation of the 5-Year Consolidated Plan and Annual Action Plans. Staff from different offices attended a hybrid meeting for the Annual Action Plan. The outcome was to identify which goals would be addressed during the third plan year. Staff members have also consulted with the program manager via e-mail or in person on eligibility issues.
2	Agency/Group/Organization	CHEYENNE HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Executive Director was contacted. Information was requested on the housing authority's needs of public housing tenants, applicants, and housing choice voucher holders and how these needs compare to the population of Cheyenne. Information regarding fair housing training and Section 3 residents was also requested.
3	Agency/Group/Organization	NEEDS, INC.
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended a community meeting for the Consolidated Plan. The outcome was to identify the needs of the residents of Cheyenne. Staff also attended a hybrid meeting for the Fiscal Year 2022 Annual Action Plan to review the identified five-year goals.
4	Agency/Group/Organization	HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended a community meeting for the Consolidated Plan. The outcome was to identify the needs of the residents of Cheyenne. Staff also attended a hybrid meeting for the Fiscal Year 2022 Annual Action Plan to review the identified five-year goals.
5	Agency/Group/Organization	SAFEHOUSE
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Victim Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended a hybrid meeting for the Fiscal Year 2022 Annual Action Plan to review the identified five-year goals.
6	Agency/Group/Organization	Unaccompanied Students Initiative
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended a hybrid meeting for the Fiscal Year 2022 Annual Action Plan to review the identified five-year goals.
7	Agency/Group/Organization	My Front Door
	Agency/Group/Organization Type	Services - Housing Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff attended a hybrid meeting for the Fiscal Year 2022 Annual Action Plan to review the identified five-year goals.

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

The City of Cheyenne Housing and Community Development Office provided an opportunity and invited participation and comments from all organizations serving low- and moderate-income residents and residents with special needs for the Annual Action Plan process. All recipients of the notice were asked to share with their clients / contacts.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Wyoming Homeless Collaborative	<p>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. Its work includes (1) gathering and analyzing information in order to determine the local needs of people experiencing homelessness, (2) implementing strategic responses, (3) educating the community on homeless issues, (4) providing advice and input on the operations of homeless services, and (5) measuring CoC performance. The WHC designates the Collaborative Applicant and the HMIS Lead Agency. The Continuum of Care (CoC) program is designed to promote community-wide goals to end homelessness; provide funding to quickly rehouse homeless individuals and families while minimizing trauma and dislocation to those persons; promote access to and effective utilization of mainstream programs; and optimize self-sufficiency among individuals and families experiencing homelessness. The program is composed of transitional housing, permanent supportive housing for disabled persons, permanent housing, supportive services and HMIS. The City of Cheyenne Five-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 objectives were identified: 1) Assist 500 homeless persons with public facility assistance, 2) Assist 45 households with alternative housing, 3) Assist 50 persons with homelessness prevention.</p>

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The H&CD Office is a member of the Wyoming Homeless Collaborative. The 2020-member meeting was canceled due to COVID-19 and the 2021-member meeting was held in person and zoom.

The H&CD Office also works with the Laramie County Community Partnership Housing Action Team. They meet monthly via Zoom and in person. The Housing Action Team is pursuing two action steps that were identified in the Marbut Report. 1) Create State-wide Funding for Root Cause Treatment and Recovery Programs and 2) Source New Housing Opportunities of all Types Whenever Possible, Especially Transitional Housing. Sub-committees are being formed for these two action steps.

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 2022 Annual Action Plan which is the third year of the 2020 - 2024 Consolidated Plan.

A hybrid (in person and virtual) training session to provide comprehensive information for the application process was held in October and the identified 5-year goals were highlighted. A public notice was widely published, inviting anyone interested to attend and learn about the Community Development Block Grant (CDBG) program.

A hybrid public hearing was held in November to introduce the applications that were received for the FY 2022 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 25, 2022.

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

In addition to these notices being published within the local newspaper, the notices were also published on the City Website, e-mailed to over 570 individuals, agencies, churches, etc., and distributed via LinkedIn and Facebook to over 2,000 individuals.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	An afternoon meeting was set up at the Municipal Building and via Zoom on Wednesday, October 6, 2021. Seven (7) residents attended the meeting either in person or via zoom.	No verbal or written comments were received.	No verbal or written comments were received.	
2	Public Hearing	Non-targeted/broad community	An afternoon meeting was set up at the Municipal Building and via Zoom on Wednesday, November 3, 2021. Nine (9) residents attended the meeting either in person or via zoom.	No verbal or written comments were received.	No verbal or written comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Meeting	Non-targeted/broad community	An afternoon meeting was set up at the Municipal Building on Wednesday, February 2, 2022. Thirteen (13) residents attended the meeting	No verbal or written comments were received.	No verbal or written comments were received.	
4	Public Hearing	Non-targeted/broad community	An evening hearing will be held during City Council on Monday April 25, 2022. On average, 50 community members attend the meeting. The meeting is also recorded and made available on the City website.			

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

For Fiscal Year 2022 the City of Cheyenne's CDBG anticipated allocation is \$485,401. Recaptured funding of \$123,504 will be available in Fiscal Year 2022 but might not be available for the remaining two years.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	485,401	0	123,504	608,905	970,802	

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

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 their CDBG funded projects.

Habitat for Humanity is still looking for funding to leverage dollars for their home acquisition grant.

Habitat for Humanity will leverage their homeowner rehabilitation grant with Habitat ReStore Revenue.

My Front Door is still looking for funding to leverage dollars for their facility acquisition.

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 publicly owned land or property within Cheyenne that will be used to address the needs of the Consolidated Plan / Annual Action Plan.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Promote self-sufficiency through service provision	2020	2024	Homeless Non-Homeless Special Needs	City of Cheyenne	Supportive Services for Low-income & Special Needs	CDBG: \$50,000	Public service activities other than Low/Moderate Income Housing Benefit: 3044 Persons Assisted
2	Preserve and improve low-income neighborhoods	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	City of Cheyenne	Neighborhood Improvements or Infrastructure	CDBG: \$142,843	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1345 Persons Assisted Homeowner Housing Added: 1 Household Housing Unit
3	Provide safe, decent affordable housing	2020	2024	Affordable Housing	City of Cheyenne	Housing Rehabilitation	CDBG: \$20,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Facilities Assistance	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Cheyenne	Public Facilities	CDBG: \$299,062	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 335 Persons Assisted
5	Program Administration	2020	2024	Program Administration	City of Cheyenne	Program Administration	CDBG: \$97,000	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Promote self-sufficiency through service provision
	Goal Description	To provide crisis food assistance for approximately 3,000 low-income individuals. To provide emergency assistance to approximately 24 victims of domestic violence. To provide for the purchase of a vehicle for unaccompanied students.
2	Goal Name	Preserve and improve low-income neighborhoods
	Goal Description	To provide for the creation of a covered picnic structure at Pioneer Park. To purchase an abandoned home that will be rehabilitated and offered to a low-income family.
3	Goal Name	Provide safe, decent affordable housing
	Goal Description	To provide for homeowner rehabilitation.

4	Goal Name	Public Facilities Assistance
	Goal Description	To provide for the acquisition of 3260 Nationway for My Front Door. To provide for the installation of a noise barrier wall for a domestic violence facility.
5	Goal Name	Program Administration
	Goal Description	To provide program administration for the Fiscal Year 2022 CDBG funding.

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 addressed using the following categories:

Objectives:

1. Create Suitable Living Environments
2. Provide Decent Affordable Housing
3. Create Economic Opportunities

Outcomes:

1. Availability / Accessibility
2. Affordability
3. Sustainability

Projects

#	Project Name
1	Needs, Inc. Crisis Food Assistance
2	Safehouse Victim Emergency Fund
3	USI Vehicle
4	Pioneer Park Covered Picnic Structure
5	HFH Home Acquisition/Rehabilitation
6	HFH Housing Rehabilitation
7	MFD Williams Center
8	Safehouse Sound Barrier Wall
9	Program Administration

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 and COVID-19.

AP-38 Project Summary
Project Summary Information

1	Project Name	Needs, Inc. Crisis Food Assistance
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$30,000
	Description	To provide crisis food assistance to low-income income residents of Cheyenne.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 3,000 low-income individuals will receive crisis food assistance from this activity.
	Location Description	Needs, Inc. is located at 900 Central Avenue. Their clients are scattered throughout the City of Cheyenne.
	Planned Activities	To provide crisis food assistance.
2	Project Name	Safehouse Victim Emergency Fund
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$8,000
	Description	To provide "gap money" to address public service specific community needs not being met elsewhere for victims of domestic violence.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Assist approximately 24 victims of domestic violence and their families.
	Location Description	Safehouse Services is located in Cheyenne.
	Planned Activities	To provide public service activities for domestic violence individuals. To include health care services, rent, security deposit, utilities and other eligible activities where there is no other funding.

3	Project Name	USI Vehicle
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$12,000
	Description	To purchase a vehicle for the Unaccompanied Students Initiative to transport the students in the program.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 20 students will benefit from this program.
	Location Description	USI is located at 910 W. Fox Farm Road, Cheyenne.
	Planned Activities	To provide for the purchase of a vehicle for the program.
4	Project Name	Pioneer Park Covered Picnic Structure
	Target Area	City of Cheyenne
	Goals Supported	Preserve and improve low-income neighborhoods
	Needs Addressed	Neighborhood Improvements or Infrastructure
	Funding	CDBG: \$75,000
	Description	To provide a cement pad, attached picnic tables, and a shade structure for a low-income neighborhood park.
	Target Date	9/29/2023
	Estimate the number and type of families that will benefit from the proposed activities	This project will assist a low-income neighborhood of 1,345.
	Location Description	The park is located at 1331 Talbot Court.
	Planned Activities	To provide for a cement pad, attached picnic tables, and a shade structure.
5	Project Name	HFH Home Acquisition/Rehabilitation
	Target Area	City of Cheyenne
	Goals Supported	Preserve and improve low-income neighborhoods

	Needs Addressed	Neighborhood Improvements or Infrastructure
	Funding	CDBG: \$67,843
	Description	To provide for the acquisition of a home. The property will be rehabilitated and offered for purchase to a low-income family.
	Target Date	9/29/2023
	Estimate the number and type of families that will benefit from the proposed activities	This will be a home for one low-income family.
	Location Description	At this time the location has not been identified.
	Planned Activities	To purchase an abandoned home that will be rehabilitated and offered to a low-income family.
6	Project Name	HFH Housing Rehabilitation
	Target Area	City of Cheyenne
	Goals Supported	Provide safe, decent affordable housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$20,000
	Description	To provide low-income homeowner housing rehabilitation.
	Target Date	9/29/2023
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that up to 12 low-income homeowners will receive housing rehabilitation.
	Location Description	The homes will be scattered throughout the City of Cheyenne.
	Planned Activities	To provide homeowner rehabilitation.
7	Project Name	MFD Williams Center
	Target Area	City of Cheyenne
	Goals Supported	Public Facilities Assistance
	Needs Addressed	Public Facilities
	Funding	CDBG: \$225,000
	Description	To provide for the acquisition of a property for the My Front Door Program.

	Target Date	9/29/2023
	Estimate the number and type of families that will benefit from the proposed activities	My Front Door is planning to enroll 10 new families in this program. An additional 47 families from prior years are still receiving services from MFD.
	Location Description	They are looking to purchase 3260 Nationway, Cheyenne, WY 82001.
	Planned Activities	To purchase 3260 Nationway.
8	Project Name	Safehouse Sound Barrier Wall
	Target Area	City of Cheyenne
	Goals Supported	Public Facilities Assistance
	Needs Addressed	Public Facilities
	Funding	CDBG: \$74,062
	Description	To construct a sound barrier wall to the North, East and West of the property.
	Target Date	9/29/2023
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 325 victims of domestic violence will benefit from this project.
	Location Description	The sound barrier wall will be constructed at 714 West Fox Farm Road, Cheyenne, WY 82007.
	Planned Activities	To construct a sound barrier wall to the North, East, and West of the facility.
9	Project Name	Program Administration
	Target Area	City of Cheyenne
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$97,000
	Description	To provide program administration for the Fiscal Year 2022 Community Development Block Grant (CDBG) funding.
	Target Date	6/30/2023

Estimate the number and type of families that will benefit from the proposed activities	N/A
Location Description	The Housing & Community Development office is located at 2101 O'Neil Avenue, Room 309, Cheyenne, WY 82001.
Planned Activities	To provide program administration for the Fiscal Year 2022 CDBG funding

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. Offices are located in Census Tracts 2, 3, and 7, with 42 percent of the funding identified to be spent within Census Tract 6; and 14 percent within Census Tract 10. The remainder of the funding will be spread throughout the City of Cheyenne for low- to moderate-income households and persons.

Geographic Distribution

Target Area	Percentage of Funds
City of Cheyenne	100

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, 7 and 10 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.

Needs, Inc. - Crisis Food Assistance \$30,000. Their main office is located in Census Tract 2, Block 2. All of their assistance will be given to low-income residents that are scattered throughout Cheyenne.

Safehouse Services - Victim Emergency Fund - \$8,000. Their main office is located in Census Tract 3, Block 2. All of their assistance will be given to victims of domestic violence.

Unaccompanied Students Initiative – Vehicle - \$12,000. They are located in Census Tract 3, Block 2. All of their assistance will be given to homeless youth.

Community Recreation & Events - Pioneer Park Covered Picnic Structure - \$75,000. Their main office is located in Census Tract 7, Block 1. Pioneer Park is located in Census Tract 10, Block 1.

Habitat for Humanity Home Repair \$20,000. Their main office is located in Census Tract 7, Block 3. All

of their assistance will be given to low-income homeowners that are scattered throughout Cheyenne.

Habitat for Humanity - Home Acquisition - \$67,843. Their main office is located in Census Tract 7, Block 3. The property to be acquired has not yet been identified.

My Front Door – Williams Center - \$225,000. Their main office is located in Census Tract 2, Block 2. The property to be acquired is located in Census Tract 6, Block 1.

Program Administration - \$97,000. Their main office is located in Census Tract 7, Block 1.

The Census Tract information identified above is:

Census Tract 2 62.51%

Block 1 82.59%

Block 2 62.05%

Census Tract 3 37.70%

Block 2 37.38%

Census Tract 7 44.88%

Block 1 65.75%

Block 3 34.66%

Census Tract 10 66.97%

Block 1 77.7%

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Affordable housing is a continuing need in Cheyenne. In 2015 Wyoming Community Development Authority (WCDA) approved funding for two developments on the southside. Crow Creek Apartments, containing 59 units, is located just out of the city limits and Grand Harmony Apartments which, contain 33 units. Another development, Converse Place Apartments include 72 units. There are 1,189 units approved or under review since 2018 which includes Sweetgrass and Whitney Ranch (not affordable), Mission Village (senior) 40 units, Hawk's Point (senior/affordable) 56 units and Harmony Valley (potentially affordable) 100 units.

The City Metropolitan Planning Office (MPO) has updated PlanCheyenne. PlanCheyenne placed 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. Two new zone districts have been established that have removed parking minimums to allow for more density and developable space on properties. Also, the lot coverage allowance has been increased for multifamily development to 80%.

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 Fiscal Year 2018, two programs were approved and in 2019 six applications were received. Unfortunately, one applicant needed a new roof and no contractors bid on the project. We were told that roofers were one year out before they could do the job. In 2020 due to COVID-19, homeowner rehabilitation was not an option. In 2021 Habitat for Humanity of Laramie County received CDBG funding for homeowner housing rehabilitation.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	13
Special-Needs	0
Total	13

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	12
Acquisition of Existing Units	1
Total	13

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

Discussion

The above thirteen (13) households which will be assisted include the acquisition of an abandoned home that will be rehabilitated and put back on the market for a low-income homeowner and twelve (12) low-income homeowner rehabilitations.

With the recent and projected growth in the City, demand for affordable housing will only increase in coming years. Vacancies in Cheyenne have remained very low over the past three years, with vacancy rates in the third quarter of 2020 at 0.9 percent and in the third quarter of 2021 at 0.1 percent. The number of City residential units for sale in the third quarter of 2020 was 172 compared to 114 units for sale at the same time in 2021. The average number of City unfurnished apartments vacant in 2020 was eleven (11) compared to just one (1) vacant at the same time in 2021. (Per the Economic Indicators of Greater Cheyenne).

Because Cheyenne is growing, average home prices, especially for newer homes have seen a strong increase over the past 8 years. In 2020, the average home sale price was \$303,621 compared to \$343,471 - in 2021, an increase of 13.12 percent.

AP-60 Public Housing – 91.220(h)

Introduction

The Cheyenne Housing Authority (CHA) manages a variety of affordable housing programs 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 housing services.

The CHA administers low-income rental housing assistance for nearly 2,417 households throughout Wyoming. The demand for affordable housing exceeds supply; CHA has a waiting list of approximately 2,231 households for its Housing Choice Voucher program with a wait time of six to twelve months and 1,617 households for its Public Housing program with a wait time of two to six months for a one bedroom and over one year to an indefinite wait for two or more bedrooms.

CHA's housing programs in Cheyenne include:

- 266 Public Housing units in Cheyenne consisting of 97 scattered site single family homes and 3 multifamily properties serving senior and disabled tenants.

- 980 Housing Choice Vouchers

- 91 Veterans Affairs Supportive Housing vouchers

- 50 multifamily housing units

- 3 WRAP housing units

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. The CHA develops its own Agency Plan for approval by HUD which is consistent with the City of Cheyenne's Consolidated Plan.

The CHA's Agency Plan describes strategies to maintain and support Public Housing, including capital improvements to address modernization needs, conversion of public housing units to project-based RAD, and living environment improvements including enforcement of the nonsmoking policy. 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

CHA encourages residents to participate in a Resident Advisory Council (RAC). Each of CHA's multifamily rental properties have an active RAC, through which CHA solicits and discusses tenant feedback regarding ongoing operations of the public housing program.

The CHA operates a Family Self Sufficiency (FSS) Program available to Housing Choice Voucher and Public Housing program participants. The FSS Program supports active participant's efforts to eliminate their dependence on subsidy programs by engaging participants in methods they can utilize to become financially independent. Participants can learn how to improve their financial situation, are provided an opportunity to learn new or enhanced old employment skills and are informed of household budgeting and other methods to achieve economic self-sufficiency. In 2020, FSS program participants included six (6) Public Housing tenants and three (3) Section 8 participants. In 2021, there was one voucher program graduate. COVID restrictions severely limited program activity.

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, the CHA functions exceptionally well.

Discussion

In 2014, the Cheyenne Housing Authority sponsored the formation of a nonprofit housing organization, the Wyoming Housing Partnership (WHP). WHP, in 2017, acquired ownership interest and preserved three affordable housing developments in Cheyenne, totaling 88 units and they intend to develop new affordable housing units in the future.

The CHA provides ongoing Fair Housing training for all staff, and provides ongoing tenant training on housekeeping, being a good neighbor, energy conservation and other topics intended to support successful tenancy.

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; Family Promise, the local family shelter; Unaccompanied Students Initiative, homeless youth; Community Action of Laramie County (CALC) Interfaith Family Support Services, a local transitional housing agency; CALC, also a local ESG and CSBG agency; Wyoming Independent Living, a local disability agency; Laramie County Community Partnership Housing Action Team, a group of local nonprofit and community partners working on housing needs in the community; 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 2022 to address the needs of homeless persons and homelessness prevention. In January 2022, 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. Data was collected from the different agencies who work with the homeless population and through the Homeless Management Information System (HMIS). HMIS is a local information technology system used to collect client-level data and data on the provision of housing and services to homeless individuals and families and persons at risk of homelessness.

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 also provide 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.

Community Action of Laramie County, Inc. (CALC) is a leader dedicated to reducing poverty by empowering people to achieve self-sufficiency through education, advocacy, intervention, and community partnerships. CALC works with homeless individuals through the following programs: The Crossroads Healthcare Clinic provides accessible healthcare which can consist of exams,

counseling, and medication refills.

The Housing & Community Development (H&CD) Office will be working with three nonprofit agencies in Fiscal Year 2022 whose mission directly impacts 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. Walking food bags for individuals experiencing homelessness were created.

Safehouse Services is a private, not-for-profit organization which provides services to victims or survivors of domestic violence, stalking, sexual assault, elder abuse, and human trafficking. They will receive assistance for emergency services for their clients. They will also receive a sound barrier wall that will help their clients with noise.

Unaccompanied Students Initiative (USI) works with unaccompanied homeless youth. They provide housing so that students can obtain their high-school diploma. They will receive funding for the acquisition of a vehicle to help transport the students to school and work.

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 offers up to five days in the emergency dorm and provides the basic services of a warm, clean bed, breakfast and an evening meal, a hot shower, toiletry needs (hygiene products, towels, and linens), and clothing. There are beds for 50 men and 12 women. COMEA recently purchased the property next to the shelter for families. All residents are expected to meet with a case manager. This case management session also helps new residents learn about the Journey Program and promotes and encourages self-sufficient.

Family Promise of Cheyenne assists homeless families with minor children. Prior to COVID-19, Family Promise of Cheyenne partnered with local faith communities to provide shelter. In 2020, Family Promise housed homeless families in motels and they are currently looking to purchase a family shelter. Family Promise also partners with Peak Wellness Center, Dads Making a Difference, Climb Wyoming, the Laramie County School Districts (LCSD), and many other organizations and individuals in the community in order to serve families with children in need.

The Wyoming Coalition for the Homeless (WCH) is an all-volunteer non-profit organization working for and with the homeless in Cheyenne. WCH is a day center where the homeless have a place to stay during the day with a shower and laundry facility available. WCH works with COMEA House, The Salvation Army, Community Action, Needs, and St. Joseph's Catholic Church Pantry to provide needed

services for the homeless.

CALC offers transitional housing. Their program consists of 18 single occupancy apartments, four 3-bedroom family apartments and two homes. The John J. Edmonds Veterans Home Bridge Housing Program is a short-term (90 days or less) program that offers temporary housing for low-income or homeless veterans who have been issued a housing option by the local VA or Volunteers of America. The eight beds are constantly filled as the veteran's transition from the program into permanent housing in the community.

Safehouse Services is a private, not-for-profit organization which provides services to victims or survivors of domestic violence, stalking, sexual assault, elder abuse, and human trafficking. 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.

Unaccompanied Students Initiative (USI) provides safe, stable housing and has developed support systems for high school students, ages 14 to 20 experiencing homelessness.

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

COME A House offers their emergency shelter and their Journey Program. COMEA also manages a Pay-to Stay Program which is designed to be the next step for those who complete the Journey Program by maintaining employment and meeting the goals established by their caseworkers. Residents may stay in the P2S Program for up to 120 days. After completing their stay in this program, they should have the skills and plans necessary to maintain independent housing and employment. COMEA's Transitional Living Program serves those with circumstances that make independent living exceptionally difficult, including people struggling with mental/physical disabilities, substance abuse, those recently released from prison, and any others who struggle with self-sufficiency. TLP Residents pay a percentage of their monthly income to rent a studio apartment. Residents in this program may have rental periods ranging from 6 to 24 months.

Community Action of Laramie County (CALC) offers several transitional housing programs for the homeless as mentioned above.

Family Promise of Cheyenne assists homeless families with minor children. They assist families living in their cars, in a trailer without heat and running water, or living in a motel on a night-by night basis. About one-third of Wyoming's homeless families are living in Cheyenne and one in every four

homeless person in Wyoming is a minor. In Laramie County, every year, there are more than 200 homeless children in the school system. Homeless families with children in Laramie County continue to be a disturbing reality.

Unaccompanied Students Initiative (USI) provides assistance to homeless youth experiencing homelessness while not in the physical custody of a parent or guardian. These youth live in a variety of unsafe, temporary situation, including cars, parks, the homes of other people, shelters, and motels. USI provides safe and stable housing by building a continuum of care to ensure all students graduate high school with their peers.

Safehouse Services provides solutions to end domestic violence through empowerment, advocacy and innovative programs and services. Safehouse focuses on primary prevention initiatives, creative programs and services that help develop the skills to prevent abuse from ever occurring.

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.

Homeless Prevention is a goal for the City of Cheyenne; however, in Fiscal Year 2022, no agency requested funding to meet this goal.

There are multiple agencies/churches in Cheyenne who have a food pantry and provide food to residents of Cheyenne which helps keep residents in their homes.

The Salvation Army in Cheyenne has limited funding for rent and utilities assistance. They also provide free lunch for those who are struggling.

The Unaccompanied Student Initiative continues to work with a youth homeless taskforce to identify the needs of the local homeless youth.

Volunteers of America (VOA) is a leading provider of comprehensive, all-ages mental health and substance abuse treatment service in Cheyenne.

Discussion

In past years, the City of Cheyenne has allocated Public Service dollars towards the homeless in Cheyenne, also COMEA was given funding for rehabilitation, Family Promise received funding for their Envision Center/Family Shelter. Peak Wellness Center received funding for rehabilitation of one of their

assisted living facilities.

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 non-profit 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 2020 COVID-19 brought additional and unique barriers to affordable housing.

In 2017, three developers applied to WCDA for HOME and Low-Income Housing Tax Credit (LIHTC) assistance to build 215 units within Cheyenne for families and seniors. In 2019 My Front Door applied to the Wyoming Community Development Authority (WCDA) for an allocation of HOME funds as a CHDO for the Harmony Valley Development located in Cheyenne. The project will provide 10 affordable twin home units for low-income residents. In 2021, one developer applied to WCDA for HOME and LIHTC assistance to build 48 units for low-income residents.

PlanCheyenne Connect 2045; Transportation Update forecasts that the household growth will be 44,900 to 49,200 new households by 2045. This is equivalent to approximately 370 to 540 new households annually in Cheyenne. With the anticipated increase in population the current housing stock is not sufficient. There are also an estimated 6,099 renters, including special needs residents, in Cheyenne who are cost burdened and cannot find affordable rental units.

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

PlanCheyenne and the Unified Development Code (UDC) addresses topics like land use, zoning ordinances, building codes, and policies. During the approval process for PlanCheyenne, 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 Planning and Development offices and Compliance Division will continue to work with and encourage developers to build more affordable housing that creates a broader diversity of housing types to better match housing products with area incomes. Additional discussions relating to density and strategies to mitigate its effects will continue to be an ongoing topic of discussion in the City of Cheyenne.

Discussions have also been held within City offices to determine whether 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, incentives, or credits

that could be applied to the development of more 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 receives some 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 reassure 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 their constituents.

The Cheyenne Housing & Community Development (H&CD) Office encourages non-profit agencies to offer programs that would remove barriers to affordable housing.

The Cheyenne Compliance Division, Planning and Development offices and Cheyenne's Governing Body work with developers to encourage affordable housing development. PlanCheyenne is a useful educational tool for developers to see first-hand how smaller, more compact and affordable neighborhoods could benefit the City of Cheyenne. The CHA Housing Market Study also shows that Affordable Housing is a need within the City as does the Laramie County Report from Wyoming Business Council which shows Laramie County needs: 4,413 units to meet current rental needs, 4,055 (92%) with rents less than \$1,515 a month; and 5,108 owner units are needed, of which 3,337 (65%) need to cost less than \$234,581. Workforce housing needs: 358 rental units less than \$2,177 per month and 1,771 owner units less than \$337,084.

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 non-profit 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 Mayor established the Affordable Housing Task Force to evaluate the current and projected future landscape of housing affordability in the City of Cheyenne and to make solution-based recommendations to city officials, to include the re-evaluation of fee structures and restructuring zoning and land use requirements. In 2021, the Mayor identified significantly blighted areas and created the Urban Renewal Authority to encourage community development and private investment utilizing tax increment financing and other Urban Renewal tools for public improvements. In January of 2022, the Governing Body met to evaluate past performance and to set priorities for the year, of which addressing the homeless issues in Cheyenne was one of their top seven goals. With this in mind, they approved the use of SLFRF American Rescue Plan funds to grant a subaward to a local nonprofit to increase available emergency housing and temporary shelter for Cheyenne's homeless population.

As the City recovers from the COVID-19 pandemic, sales tax revenue has been higher than anticipated, allowing the City to be cautiously optimistic. The City is working diligently with the State of Wyoming to leverage all American Rescue Plan funds to meet the identified and urgent needs of our community.

Actions planned to foster and maintain affordable housing

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

The H&CD Office will continue to provide funding for homeowner rehabilitation projects in an effort to maintain the local affordable housing stock and provide funding for grantees who have affordable

housing projects.

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.

Lead paint information booklets are available in English and Spanish and are provided to all sub-grantees who perform rehabilitation.

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 2022 to promote self-sufficiency and help move individuals and families out of poverty include:

- 1) Continued support for agencies that work with individuals and families living in poverty, including,
 - Funding for the local food bank (providing food baskets for the low-income)
 - Funding for emergency services for victims of domestic violence
- 2) Continued support for affordable housing
 - Funding for home-owner rehabilitation
 - Funding for the acquisition and rehabilitation of a home to be provided to a low-income prospective

homeowner

3) Continued support for Public Facilities

- Funding to acquire a public facility for an agency that works with low-income families to help them become homeowners.

Actions planned to develop institutional structure

It is the responsibility of the Cheyenne Housing & Community Development (H&CD) Office Program Manager to administer the 2022 grant proposals, as well as ongoing programs from prior years, as a 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 aids the H&CD Office with purchase orders,
- 3) IT Department, which provides computer assistance,
- 4) HR, which provides mail room, and copy assistance,
- 5) Other City Departments, as the need may arise.

The City of Cheyenne H&CD Office has a partnership with and between non-profit 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 ensure that the grant recipients do not duplicate services so that funds can be distributed 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 the direction of our community and to implement innovative strategies that will move us toward being a vibrant, thriving community that offers the opportunity for

all residents to realize their full potential.

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 is to ensure that the Point in Time Count is 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 the Cheyenne Housing Authority, COMEA Inc., Family Promise, and LCCP partners to address the needs of low- to moderate-income, special needs, and homeless populations.

Discussion:

The Housing & Community Development (H&CD) Office maintains several mortgages for homeowner rehabilitation projects as well as mortgages made to several non-profit agencies. Any program income that is received throughout the year comes from these mortgages; however, there are currently no mortgages that require monthly payments.

Program Specific Requirements

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

Introduction:

For Fiscal Year 2022 the City of Cheyenne will receive \$485,401; also included in this grant cycle is \$123,504 in recaptured funds.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The Housing & Community Development (H&CD) Office maintains several mortgages for homeowner rehabilitation projects as well as mortgages made to several non-profit agencies.

Any program income that is received throughout the year comes from these mortgages; however, there are currently no mortgages that require payments.