

City of Cheyenne
Community Development Block Grant
2017 - 2018 Annual Action Plan



June 2017

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		* If Revision, select appropriate letter(s): <div style="border: 1px solid black; height: 15px; width: 100%;"></div> * Other (Specify): <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	
* 3. Date Received: <div style="border: 1px solid black; padding: 2px;">06/14/2017</div>		4. Applicant Identifier: <div style="border: 1px solid black; padding: 2px;">City of Cheyenne</div>			
5a. Federal Entity Identifier: <div style="border: 1px solid black; padding: 2px;">WY 560060 Cheyenne</div>			5b. Federal Award Identifier: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>		
State Use Only:					
6. Date Received by State: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		7. State Application Identifier: <div style="border: 1px solid black; width: 200px; height: 15px;"></div>			
8. APPLICANT INFORMATION:					
* a. Legal Name: <div style="border: 1px solid black; padding: 2px;">City of Cheyenne</div>					
* b. Employer/Taxpayer Identification Number (EIN/TIN): <div style="border: 1px solid black; padding: 2px;">83-6000050</div>			* c. Organizational DUNS: <div style="border: 1px solid black; padding: 2px;">0757581690000</div>		
d. Address:					
* Street1: <div style="border: 1px solid black; padding: 2px;">2101 O'Neil Avenue</div>					
Street2: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* City: <div style="border: 1px solid black; padding: 2px;">Cheyenne</div>					
County/Parish: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* State: <div style="border: 1px solid black; padding: 2px;">WY: Wyoming</div>					
Province: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Country: <div style="border: 1px solid black; padding: 2px;">USA: UNITED STATES</div>					
* Zip / Postal Code: <div style="border: 1px solid black; padding: 2px; border-color: red;">82001</div>					
e. Organizational Unit:					
Department Name: <div style="border: 1px solid black; padding: 2px;">City of Cheyenne</div>			Division Name: <div style="border: 1px solid black; padding: 2px;">Housing & Community Dev.</div>		
f. Name and contact information of person to be contacted on matters involving this application:					
Prefix: <div style="border: 1px solid black; width: 80px; height: 15px;"></div>		* First Name: <div style="border: 1px solid black; padding: 2px;">Deanne</div>			
Middle Name: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Last Name: <div style="border: 1px solid black; padding: 2px;">Widauf</div>					
Suffix: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
Title: <div style="border: 1px solid black; padding: 2px;">Program Manager</div>					
Organizational Affiliation: <div style="border: 1px solid black; height: 15px; width: 100%;"></div>					
* Telephone Number: <div style="border: 1px solid black; padding: 2px;">307/637-6255</div>		Fax Number: <div style="border: 1px solid black; padding: 2px;">307/637-6231</div>			
* Email: <div style="border: 1px solid black; padding: 2px;">dwidauf@cheyennecity.org</div>					

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: 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:

14-218

CFDA Title:

Community Development Block Grants/Entitlement Grants

* 12. Funding Opportunity Number:

B 17 MC 560002

* Title:

City of Cheyenne Grant Number

13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant Fiscal Year 2017 - 2018 Entitlement funding.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="398,422.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="203,286.00"/>
* f. Program Income	<input type="text" value="1,000.00"/>
* g. TOTAL	<input type="text" value="602,708.00"/>

*** 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.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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:

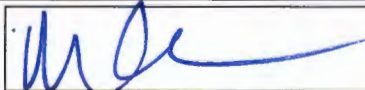
Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

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-LLL, "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.

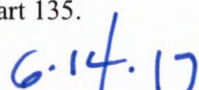
Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

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

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) _____, _____ (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;

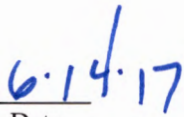
Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

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.

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

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 2017 Annual Action Plan covers the third 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 2017 Annual Action Plan will implement the goals of the Five-Year Consolidated Plan. The objectives provide specific actions to preserve affordable housing, revitalize low and moderate income neighborhoods, provide transportation, homeless prevention, and food for low income individuals and promote fair housing choices. Performance outcomes from these objectives will result in single family rehabilitation and to provide improvements to neighborhoods through public infrastructure improvements. 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 Decent, Affordable Housing:

1. Provide emergency housing and utility assistance to 18 low income families.
2. Provide rehabilitation to a shared living facility to assist approximately 11 disabled adults.

Create Suitable Living Environments:

1. Assist 210 low-income individuals with transportation.
2. Assist 1,000 low-income individuals with food baskets.

3. Assist with the purchase of a delivery van to transport food to 650 low-income seniors.
4. Assist up to 5 low-income students with scholarship assistance.

Improve Economic Opportunity:

1. Assist with the removal and replacement of a playground within a low-income area park.
2. Assist with the removal and replacement of a restroom within a low-income area park.

3. Evaluation of past performance

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

The City's past programs have focused on community needs that continue to exist including aging housing and infrastructure, neighborhood improvements, and social service supports for low-income residents. Cheyenne believes the programs proposed for the 2017 Action Plan year and goals for the five-year planning period, are similar to those used in the past, and continue to be the most efficient and effective use of Community Development Block Grant (CDBG) funds.

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

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

available to assist with the purchase of land to help with flood control within a low-income neighborhood.

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 2016 with a Notice of Funding Available (NOFA) announcing the Fiscal Year 2017 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. A public meeting/training session was held on October 5, 2016, with 16 residents attending.

A News Release announcing that a Public Hearing was to be held on November 2, 2016, was published in the local paper, posted on the City of Cheyenne website, e-mailed to over 150 residents and posted on LinkedIn. Residents of the City were encouraged to attend the Public Hearing and provide comments on the concept paper applications that were received. Five 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 1, 2017, to ask specific questions regarding the submitted grant applications. Fourteen residents attended the February meeting.

On March 23, 2017, 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 120 residents, agencies and churches, posted on LinkedIn and Facebook. A Public Hearing was scheduled for April 24, 2017, during the bi-monthly City Council Meeting. An announcement of this Public Hearing was published on April 10, 2017. This was the final opportunity for citizens to comment on the plan. City Council reviewed the plan during their Finance Committee Meeting on May 1, 2017, and approved the Plan during the bi-monthly City Council Meeting on May 8, 2017.

The H&CD Office is expanding its Citizen Participation outreach via social media with over 340 connections on LinkedIn, over 230 friends on Facebook, and over 65 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 funding comes in less than Tier 1, all sub-grantees identified will take an equal percentage cut. If HUD has not identified the exact dollar amount to be awarded to Entitlement Communities by March 15th of the 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 2017 - 2017 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 April 24, 2017, and was 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 2017 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

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, Parks 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 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 LCCP Strong Families Action Team, the Wyoming Homeless Collaborative, and WyoNAHRO. 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 is also part of the LCCP Strong Families Action Team. The team is working 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 planning to build a duplex.

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

1	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 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. The Cheyenne Housing Authority also requests a consistency letter in regards to their Agency Plan.
2	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 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.
3	Agency/Group/Organization	WY Department of Education
	Agency/Group/Organization Type	Services-Education
	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 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 planning on building a duplex.
4	Agency/Group/Organization	COMMUNITY ACTION OF LARAMIE COUNTY
	Agency/Group/Organization Type	Services - Housing
	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 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.
5	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 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 their food box program.

6	Agency/Group/Organization	THE SALVATION ARMY
	Agency/Group/Organization Type	Services - Housing
	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?	Meetings have been held with staff to discuss the needs of the low-income homeowners of Cheyenne. The anticipated outcome is to assist with homeless prevention activities. Further meetings have been held discussing their homeless prevention program.
7	Agency/Group/Organization	Climb Wyoming
	Agency/Group/Organization Type	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?	Meetings have been held with staff to discuss the needs of the low-income single mothers of Cheyenne. The anticipated outcome is to assist with job training. Further meetings have been held discussing their job training program.
8	Agency/Group/Organization	COMEA House and Resource Center
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.
9	Agency/Group/Organization	PEAK WELLNESS CENTER
	Agency/Group/Organization Type	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?	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.
10	Agency/Group/Organization	Wyoming Department of Health
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.
11	Agency/Group/Organization	Volunteers of America
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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.

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

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	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
PlanCheyenne	City of Cheyenne Metropolitan Planning Office	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.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
CHA 5-Year and Annual Plan	Cheyenne Housing Authority	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&CD Five Year Consolidated Plan's Housing goals are: "Preserve and improve low income neighborhoods" and "Provide safe, decent affordable housing."

Table 3 – Other local / regional / federal planning efforts

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 third 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 in order to meet with stakeholders and set goals to be incorporated within the Fiscal Year 2017 - 2018 Annual Action Plan. The third 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 2017 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 24, 2017.

A public meeting 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. The later notices were also distributed via LinkedIn and Facebook to over 550 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

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 on Wednesday, October 5, 2016. Sixteen community members attended the meeting.	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 on Wednesday, November 2, 2016. Five community members attended the meeting.	No verbal or written comments were received.	No verbal or written comments were received.	
3	Public Meeting	Non-targeted/broad community	An evening meeting was held during City Council on Monday, April 24, 2017. Over 100 community members attended the meeting.			

Expected Resources

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

Introduction

For Fiscal Year 2017 - 2018 the City of Cheyenne's CDBG allocation is \$398,422. It is anticipated that \$1,000 in program income will be received along with \$203,286 of recaptured funding for a total of \$602,708. Program Administration will be \$79,684, Public Service will be \$55,000, and General Service will be \$468,024.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	398,422	1,000	203,286	602,708	780,000	

Table 4 - 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 Transit Department is anticipating receiving an additional \$5,000 from private donations.

Needs, Inc. is anticipating receiving an additional \$120,000 from United Way of Laramie County; \$30,000 from Walmart Foundation - State Giving; \$5,000 from Hormel Foods; and \$65,650 from Community Donations. They have also applied for \$25,700 from Daniels Fund and \$8,000 from EFSP (FEMA).

The Salvation Army is anticipating receiving an additional \$12,000 from Cheyenne Hills Church; \$3,000 from Energy Share of Laramie County; and \$49,121 from private donations.

The Parks Department is anticipating receiving an additional \$13,125 from In-Kind donations for the Holliday Park Playground and \$27,720 from In-Kind donations for the Mylar Park Restroom.

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 - 91.420, 91.220(c)(3)&(e)

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	2015	2019	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: 1860 Persons Assisted Homelessness Prevention: 18 Persons Assisted
2	Promote job training and opportunities	2015	2019	Non-Housing Community Development	City of Cheyenne	Job Training and Opportunities	CDBG: \$5,000	Public service activities other than Low/Moderate Income Housing Benefit: 5 Persons Assisted
3	Provide safe, decent affordable housing	2015	2019	Affordable Housing Public Housing Non-Homeless Special Needs		Housing Rehabilitation and Improvements	CDBG: \$50,500	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Public Facilities or Infrastructure Activities	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Cheyenne	Neighborhood Improvements Public Facilities or Infrastructure Improvements	CDBG: \$417,524	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5705 Persons Assisted

Table 5 – Goals Summary

Goal Descriptions

1	Goal Name	Promote self-sufficiency through service provision
	Goal Description	<p>Public Service activities that will be addressed with this goal include:</p> <p>CHA Senior Service Van Acquisition that will enable food to be safely transported to other sites where approximately 650 seniors will receive a nutritious meal.</p> <p>Needs, Inc. will provide food boxes to approximately 1,000 low-income individuals.</p> <p>Cheyenne Transit Department will provide free bus tokens to approximately 210 low-income individuals.</p> <p>The Salvation Army will provide homeless prevention assistance to approximately 18 low-income households. They are only able to assist less than 15% of the requests that they receive annually.</p>
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.

3	Goal Name	Provide safe, decent affordable housing
	Goal Description	To assist with the rehabilitation of a shared living home for disabled adults.
4	Goal Name	Public Facilities or Infrastructure Activities
	Goal Description	This goal involves removing an old, non-ADA playground and replacing it with a new, safer and ADA compliant playground. It also involves removing an old non ADA restroom and replacing it with a new ADA compliant restroom. Both projects are located within a low-income neighborhood.

Table 6 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

The City of Cheyenne's Five-Year Comprehensive Consolidated Plan identified the following priority needs that fall under affordable housing.

- 1) Homeowner housing rehabilitated, 30 housing units
- 2) Direct Financial Assistance to homebuyers, 3 households assisted

The identified priority needs for Fiscal Year 2017 that fall under affordable housing are:

- 1) Rehabilitate 1 single unit residential property

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 manner 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

#	Project Name
1	Cheyenne Transit Program
2	The Salvation Army
3	Needs, Inc.
4	CHA - Senior Services - Van Acquisition
5	LCCC Scholarships
6	Peak Wellness Center Disabled Adults
7	Parks & Recreation - Mylar Park Restroom
8	Parks & Recreation - Holliday Park Playground
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.

Projects

AP-38 Projects Summary

Project Summary Information

Table 8 – Project Summary

1	Project Name	Cheyenne Transit Program
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low Income & Special Needs
	Funding	CDBG: \$15,000
	Description	To provide free bus tokens to low income residents.
	Target Date	6/15/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 210 low-income individuals will receive free bus tokens.
	Location Description	The bus tokens will be distributed at 322 West Lincolnway, Cheyenne, WY 82001.
	Planned Activities	This activity will provide free bus tokens to low-income individuals.
2	Project Name	The Salvation Army
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low Income & Special Needs
	Funding	CDBG: \$12,500
	Description	To provide grants for emergency assistance to very low, low, and moderate-income residents. To include housing and utilities assistance.
	Target Date	6/15/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 18 low-income families will receive assistance.

	Location Description	The applications will be taken at 601 E. 20th Street, Cheyenne, WY 82001. The families receiving assistance will be scattered throughout the City of Cheyenne.
	Planned Activities	To provide low-income families with housing and utility assistance. They are only able to assist less than 15% of the requests that they receive annually. This is gap funding.
3	Project Name	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: \$12,500
	Description	To provide for crisis food baskets to low-income residents.
	Target Date	6/15/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 1,000 low-income families will receive food baskets through this program.
	Location Description	The food baskets will be distributed from 900 Central Avenue, Cheyenne, WY 82007.
	Planned Activities	To provide food baskets to low income residents of Cheyenne.
4	Project Name	CHA - Senior Services - Van Acquisition
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low Income & Special Needs
	Funding	CDBG: \$10,000
	Description	To provide for the purchase of a delivery van to deliver food to four senior services facilities.
	Target Date	6/15/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 650 low-income seniors will receive benefit from the purchase of a delivery van.
	Location Description	The food will be prepared at 2101 Thomes Avenue, Cheyenne, WY 82001. It will then be placed in the van and transported to four separate senior facilities.

	Planned Activities	To provide for the purchase of a delivery van to deliver food to four senior facilities.
5	Project Name	LCCC Scholarships
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Job Training and Opportunities
	Funding	CDBG: \$5,000
	Description	To provide for scholarship assistance to low-income resident(s).
	Target Date	6/15/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 5 low-income students will receive scholarship assistance to LCCC.
	Location Description	The LCCC Campus is located at 1400 E. College Drive, Cheyenne, WY 82007. The students will be scattered throughout the City of Cheyenne.
	Planned Activities	This grant will provide scholarship assistance to low-income students attending Laramie County Community College. This is a Tier 2 project and will only be funded if additional dollars are received.
6	Project Name	Peak Wellness Center Disabled Adults
	Target Area	
	Goals Supported	Provide safe, decent affordable housing
	Needs Addressed	Housing Rehabilitation and Improvements
	Funding	CDBG: \$50,500
	Description	To provide for the electrical rehabilitation of a shared living home for disabled adults.
	Target Date	9/14/2018
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated that 11 low-income disabled adults will receive housing rehabilitation.
	Location Description	906 E. 17th Street, Cheyenne, WY 82001
	Planned Activities	To provide for the electrical rehabilitation of a shared living home.

7	Project Name	Parks & Recreation - Mylar Park Restroom
	Target Area	
	Goals Supported	Public Facilities or Infrastructure Activities
	Needs Addressed	Neighborhood Improvements Public Facilities or Infrastructure Improvements
	Funding	CDBG: \$229,950
	Description	This project will provide for the removal and replacement of an old non-ADA restroom.
	Target Date	10/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	This project will assist approximately 1,345 individuals within the low-income census tract.
	Location Description	The park is located on Seminoe Road, Cheyenne, WY 82009
	Planned Activities	To provide for the removal and replacement of an old non-ADA restroom. This is a Tier 2 project and will only be funded if additional dollars are received.
8	Project Name	Parks & Recreation - Holliday Park Playground
	Target Area	
	Goals Supported	Public Facilities or Infrastructure Activities
	Needs Addressed	Neighborhood Improvements Public Facilities or Infrastructure Improvements
	Funding	CDBG: \$187,574
	Description	To provide for the removal of an old and worn playground and replacing it with a new, safer, and ADA compliant playground.
	Target Date	10/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	There are an estimated 4,360 individuals that live within the low-income Census Block.
	Location Description	Holliday Park is located at 19th & Morrie Avenue, Cheyenne, WY 82001
	Planned Activities	To provide for the removal of an old and worn playground and replacing it with a new, safer, and ADA compliant playground.
	Project Name	Program Administration

9	Target Area	
	Goals Supported	
	Needs Addressed	Program Administration
	Funding	CDBG: \$79,488
	Description	To provide for program administration for the City of Cheyenne CDBG Entitlement funds.
	Target Date	6/29/2018
	Estimate the number and type of families that will benefit from the proposed activities	This activity is for Program Administration Only.
	Location Description	This activity is for Program Administration Only.
	Planned Activities	This activity is for Program Administration Only.

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 88 percent of the offices are located within Census Tract 7, with 46 percent of the funding identified to be spent within Census Tract 7; and 44 percent within Census Tract 13. 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 9 - 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.

Cheyenne Transit \$15,000.00. Their main office is located in Census Tract 7, Block 1. They assist low to moderate income residents of Cheyenne with 6 bus routes. Their clients are scattered throughout Cheyenne.

Needs, Inc. \$12,500.00. 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.

The Salvation Army \$12,500.00. Their main office is located in Census Tract 7, Block 3. All of their assistance will be given to low to moderate income residents of Cheyenne. Their clients are scattered throughout Cheyenne.

Cheyenne Housing Authority Senior Services \$10,000.00. Their main senior center is located in Census

Tract 7, Block 3. They assist low to moderate income seniors of Cheyenne.

H&CD Advisory Council Scholarship Program \$ 5,000.00. Their office is located in Census Tract 7, Block 3. This grant assists low to moderate income students attending LCCC.

Peak Wellness Center \$50,500. Their main office is located in Census Tract 7, Block 3. This shared living facility is also located in Census Tract 7, Block 3.

Parks & Recreation Holliday Park \$187,574. This park is located in Census Tract 7, Block 3

Parks & Recreation Mylar Park \$229,950. This park is located in Census Tract 13, Block 3.

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 3	53.32 percent
Block 1	72.22 percent

Census Tract 6	41.97 percent
Block 2	50.77 percent

Census Tract 7	61.28 percent
Block 1	87.70 percent
Block 3	67.09 percent

Census Tract 10	55.03 percent
Block 1	59.73 percent
Block 3	65.07 percent

Census Tract 13	36.14 percent
Block 2	52.52 percent
Block 3	54.65 percent

Census Tract 15.2	19.5 percent
Block 3	74 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. Another developer is currently going thru City Council for the approval of a final plat for South Ridge Apartments, an affordable housing complex, that would include 40 units.

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. The City has dedicated \$50,500 for a Homeowner

Rehabilitation project within the City in Fiscal Year 2017.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	18
Special-Needs	1
Total	19

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	18
The Production of New Units	0
Rehab of Existing Units	1
Acquisition of Existing Units	0
Total	19

Table 11 - One Year Goals for Affordable Housing by Support Type

Discussion

The above 19 households that will be assisted include approximately 18 homes aided with homeless prevention rental assistance and the rehabilitation of one shared living facility that houses approximately 11 disabled individuals each year.

With all of 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 2 years, with vacancies increasing from 1.2 percent to 2.9 percent. The average number of City residential units for sale in third quarter 2016 was 298 compared to 270 units for sale at the same time in 2015 and 309 units for sale at the same time in 2014. The number of City unfurnished apartments vacant in third quarter 2016 was 26 compared to 35 vacant at the same time in 2015. Because Cheyenne is growing, average home prices, especially for newer homes have seen a strong increase over the past 8 years. In 2016 the average home sales price in the third quarter was \$228,848 compared to \$212,450 in 2015, and \$217,323 in 2014.¹

1. Economic Indicators for Greater Cheyenne, Volume XXXII – Number 4, December 2016

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 2,400 households for its Section 8 and 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.

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: replacement of roofs, concrete, fences, siding, floor covering, sewer lines, windows, cabinets, elevator upgrades, etc. 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 of 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 2016, FSS program participants included 13 Public Housing tenants and 18 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 is now working 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 of its staff. The CHA is very active in WyoNAHRO, Mountain Plains NAHRO, National NAHRO, AHMA and other housing organizations; staff participates in fair housing 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 2017 to address the needs of homeless persons and homelessness prevention. In January 2017, 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 survey was conducted at the Depot where The Salvation Army provided lunch. Representatives from a veteran's program, Recover Wyoming and Family Promise were present with information and volunteers handed out goodie bags. Approximately 20 volunteers surveyed individuals at the Depot, The Welcome Mat, St. Mary's, the library, and camps around Cheyenne. The homeless shelter, SafeHouse, and transitional housing employees collected the information for the sheltered count. The information collected is being compiled into a report that will show a more accurate homeless count for Cheyenne.

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, spot labor, clothing closet, computer access, job listings, 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 an 8 unit Homeless Veterans House.

Interfaith Family Support Services/Family Promise works with homeless families. 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 2017 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. CDBG will help by providing food.

Cheyenne Transit offers free transportation to the homeless so they are able to get around the City of Cheyenne to look for housing and jobs. CDBG will help by providing free bus tokens.

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 30-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 are able to participate in the program for 90 days.

Community Action of Laramie County (CALC) receives HUD Emergency Solutions Grant (ESG) Funds to provide for emergency lodging, first month's rent and/or deposit for homeless individuals and families. They also manage a VA homeless apartment complex that is funded by a veteran's grant and per diem program that pays for the days that a veteran is in the apartment and this money also provides for meals. CALC also receives Community Services Block Grant (CSBG) funds, part of which can and, usually is, used for the same as the emergency solutions funds but includes support services; medical, identification, transportation. CALC also has the Healthcare for Homeless grant which covers basic medical care.

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. The Key Transitional Housing (KTH) program offers homeless families the use of three single family homes for periods ranging from six months to two years. Smith Manor offers 18 efficiency apartments to homeless individuals. Twelve units are used as transitional housing for men and women in need of a home while they are in transition back to work. The other six units are leased as permanent supportive housing to those with disabilities. Yet another way CALC helps people in need is by renting four apartments along west Dell Range Boulevard to low income families. Monthly rent for the three bedroom units is priced at about 30 percent below the average for Cheyenne. In addition, CALC has built a Homeless Veterans Housing project that houses 8 qualified homeless veterans.

Interfaith Family Support Services/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 a home and are housing unaccompanied students.

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.

COMEA House operates a Homeless Prevention program with ESG funding. This program assists individuals who are about to be evicted.

CALC operates a Homeless Prevention program with ESG funding. This program assists individuals with financial assistance, up to \$750.00, to our very low and low income residents for payment of mortgage, rent, or utilities when the family or individual is in jeopardy of losing housing. They received CDBG assistance for this in 2015.

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.

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 \$230,000 has been given to COMEA House for rehabilitation, CALC has received \$11,000 for Homeless Prevention. The Salvation Army has received \$14,920 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.

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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 2014 and 2017 three developers applied to WCDA for HOME and Low Income Housing Tax Credit funding for building affordable housing here in Cheyenne. Two developers applied in 2015 and both received funding. Two low income apartment complexes will be built in south Cheyenne, adding more than 90 affordable units to the housing stock. Another affordable housing development is making its way through City Council for the approval of a final plat for the construction of 40 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

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, deal 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 also shows 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 2017 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.
- 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)
- Funding for homeless prevention (providing rental/house payments and utility payments)

3) Continued support for improving/increasing the quality of the housing stock through the Peak Wellness Center Shared Living Rehabilitation Project and Hand Program (housing rehabilitation).

Actions planned to develop institutional structure

It is the responsibility of the Cheyenne Housing & Community Development (H&CD) Office Program Manager to administer the 2017 to 2018 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 and 2017 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, Cheyenne Parks & Recreation, 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 2017 to 2018 the City of Cheyenne will receive \$398,422. It is anticipated that \$1,000 in program income will be received. \$203,286 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	1,000
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:	1,000

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%

Discussion

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.

The amount of program income that the H&CD receives each year is under \$2,000 unless one of the mortgages being maintained is paid off.

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 Kempster-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 Perdiem – 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 of 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.org

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
dlynch@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/>

Resolution

RESOLUTION NO. 5850

Approved as to
form only:

3/25/17
Date: GMW

ENTITLED: "A RESOLUTION ADOPTING THE CITY OF CHEYENNE ANNUAL ACTION PLAN 2017-2018, 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

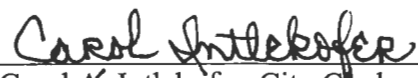
WHEREAS, the 2017 - 2018 Annual Action Plan has been developed in compliance with the City's Citizen Participation Plan, which requires citizen input and two public hearings including review and recommendations by the Housing and Community Development Office Advisory Council. A copy of the 2017 - 2018 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 2017 - 2018 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 2017 - 2018 Annual Action Plan.

PRESENTED, READ AND ADOPTED ON THIS 8th DAY OF May, 2017.


Marian J. Orr, Mayor

(SEAL)
ATTEST:


Carol A. Intlekofer, City Clerk