



CITY OF CHEYENNE
CDBG Community Development Block Grant
Annual Action Plan
Program Year 2024
DRAFT



ADMINISTERED BY: THE DIVISION OF HOUSING & COMMUNITY DEVELOPMENT

Executive Summary

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

1. Introduction

The Community Development Block Grant (CDBG) program, administered by the U.S. Department of Housing and Urban Development (HUD), is a vital federal initiative that supports the City of Cheyenne in addressing local community development needs. Since becoming an Entitlement City in 1975, Cheyenne has directly received annual CDBG funds managed by the city's Housing & Community Development (H&CD) Division in compliance with HUD's Code of Federal Regulations 24 CFR Part 570. This program offers eligible 501(c)(3) agencies a significant opportunity to apply for funding to support the city's low-to-moderate-income population. The allocation process for CDBG funds ensures that all activities align with HUD's National Objectives and primarily benefit low-and-moderate-income individuals.

The H&CD Division is committed to leveraging CDBG resources to promote sustainable community development efforts, including housing, public improvements, and essential services for those in need. The City of Cheyenne is mandated to develop a Five-Year Consolidated Plan (Con Plan) and an Annual Action Plan (AAP) to outline the use of CDBG funds. The AAP includes objectives and outcomes, citizen participation processes, and funding allocations, and it is subject to public hearings and comment periods. The 2024 AAP represents the last year of the city's 2020-2024 Five-Year Con Plan. The AAP is prepared per the 24 CFR Part 91 Consolidated Community Planning and Development Programs Submission. It must be submitted to HUD for final approval before receiving annual allocations of HUD funding.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items 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.

In the fall of 2023, the city launched its citizen participation and consultation process for the 2024 Program Year (PY24). The H&CD Division hosted an information session on October 4, 2023, inviting nonprofit agencies to learn about the grant cycle, discuss eligible projects, and view a presentation about the upcoming grant cycle. The Community Development Manager (CDM) explained that the anticipated funding allocation was based on the previous year's allocation and was contingent on the HUD's allocation notification. The PY24 grant cycle began with a deadline for submitting letters of intent by October 20, 2023, with five organizations submitting eight letters of intent. The H&CD Advisory

Council met on November 1, 2023, to review the letters of intent and assess their alignment with the city's Consolidated Plan goals. Public engagement was encouraged with a notice in the Wyoming Tribune Eagle on October 25, 2023, announcing a Public Hearing on November 1, 2023. This hearing, accessible in person and via Zoom, invited city residents to review and comment on grant proposals for the 2024 Program Year. Representatives from all organizations that submitted letters of intent attended the Public Hearing, and the Advisory Council invited all the agencies who submitted to apply for funding. Four of the five organizations applied, submitting a total of six applications. These applications were reviewed during the February 7, 2024, council meeting, and CDBG funding was recommended for all six projects.

The city's PY24 AAP public comment period will begin in April 2024, offering citizens multiple opportunities to provide feedback. Public notices will be disseminated through various channels, including the local newspaper, the City Website, LinkedIn, and Facebook. Additionally, notifications will be emailed via the Laramie County Community Partnership to over 250 residents. Public meetings and hearings will be conducted to encourage citizen participation, with all venues being accessible and offering special accommodations upon request. The public notice will enable the community to participate in the public comment period and attend public hearings to share their thoughts and suggestions, as the city believes input is invaluable to strategic use of CDBG funding. The CDM will address comments, complaints, or inquiries within 15 days. All citizen feedback will be considered when finalizing the action plan, and a summary of received comments (including reasons for non-acceptance) will be incorporated into the final AAP plan for transparency and accountability.

A notice will be published on April 5th, announcing the start of a 30-day public comment period for the Annual Action Plan (AAP), beginning April 7, 2024, and ending on May 6, 2024. Printed copies of the AAP will be made available for review at the City Clerk's office, the mayor's office, and the Laramie County Library. Electronic copies will be available on the city's website and the H&CD Division webpage. A Public Hearing for April 22, 2024, will be announced during the Cheyenne City Council meeting on April 8, 2024, providing further opportunity for citizen input. The City Council will review it in April and May 2024. The final opportunity for public comment will be during the Finance Committee meeting in May.

3. Evaluation of past performance

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

Evaluating past performance has been instrumental in guiding the city towards setting its goals and projects. By reviewing the achievements and challenges of the CDBG program, the H&CD Division has strategically positioned itself to make significant progress toward the long-term objectives and priorities outlined in the 2020-2024 Con Plan. The CDBG Program year aligns with the city's fiscal year, from July 1 to June 30. The AAP grant cycle for PY24 will start on July 1, 2024, and end on June 30, 2025. The H&CD Division is required to complete a Consolidated Annual Performance and Evaluation Report (CAPER) annually. This report, submitted to HUD, tracks the city's progress meeting its annual performance goals

at the end of each program year. The most recent CAPER for PY22 highlights significant progress in meeting Con Plan goals in several areas, including preserving and improving low-income neighborhoods through public facility infrastructure improvements, promoting self-sufficiency through service provision, and providing public facilities assistance to homeless overnight shelters.

During PY22, CDBG funds assisted 569 individuals/families, including new beneficiaries, the elderly, those with disabilities, and female heads of households. Despite these successes, the city faced challenges in meeting its goal of providing low- and moderate-income (LMI) households with home rehabilitation, with only two households served against an annual goal of twelve. Habitat for Humanity of Laramie County (HFHLC) received CDBG funding to coordinate rehabilitation for LMI homeowners through their Home Repairs Program. They faced challenges due to a shortage of Sam. gov-certified contractors and increased applications from city residents.

Evaluating the CDBG program's performance trends from recent years has helped H&CD staff identify areas for improvement. Some challenges include few new applicants for CDBG funds, agencies struggling with the capacity to manage CDBG projects, inflated cost of labor and construction materials impacting the effectiveness of the limited allocation of CDBG funds received by the city, and low citizen participation.

The H&CD Division is exploring various strategies to utilize the limited allocation more effectively, such as setting project award floors, limiting projects to specific city areas, and prioritizing projects that leverage other funding sources. Despite having a comprehensive citizen participation plan in place, comments are rarely received, and participation in public meetings is primarily from citizens representing agencies awarded funding. The H&CD staff is part of a newly formed Community Engagement Task Force, which aims to develop resources and processes to improve community engagement and encourage citizen participation. Evaluating past and current challenges hindering sub-recipient projects is crucial for developing communication procedures and processes to support sub-recipients through project challenges. Current CDBG projects, such as the HFHLC 10th Street Rehabilitation project and the Comea Homeless Shelter dormitory expansion project, face unexpected challenges. Still, the H&CD staff continues to work with sub-recipients to find solutions.

In summary, past performance evaluation, exploration of new ways to utilize funding effectively, more effective communication with sub-recipients, local agencies, and organizations, and enhanced citizen engagement will provide essential information to assist H&CD staff and the Advisory Council in developing the 2025-2029 Con Plan goals that meet HUD National Objectives and are relevant, realistic, and achievable.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

In the fall of 2023, the city launched its citizen participation and consultation process for the PY24. The H&CD Division hosted an information session on October 4, 2023, inviting nonprofit agencies to learn about the grant cycle, discuss eligible projects, and view a presentation about the upcoming grant cycle. The Community Development Manager (CDM) explained that the anticipated funding allocation was based on the previous year's allocation and was contingent on the HUD's allocation notification. The PY24 grant cycle began with a deadline for submitting letters of intent by October 20, 2023, with five organizations submitting eight letters of intent. The H&CD Advisory Council met on November 1, 2023, to review the letters of intent and assess their alignment with the city's Consolidated Plan goals. Public engagement was encouraged with a notice in the Wyoming Tribune Eagle on October 25, 2023, announcing a Public Hearing on November 1, 2023. This hearing, accessible in person and via Zoom, invited city residents to review and comment on grant proposals for the 2024 Program Year. Representatives from all organizations that submitted letters of intent attended the Public Hearing, and the Advisory Council invited all the agencies who submitted to apply for funding. Four of the five organizations applied, submitting a total of six applications. These applications were reviewed during the February 7, 2024, council meeting, and CDBG funding was recommended for all six projects.

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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.

This section will be revised upon the conclusion of the 30-day public comment period.

The H&CD Division will address comments, complaints, or inquiries within 15 days. All citizen feedback will be considered when finalizing the action plan, and a summary of received comments (including reasons for non-acceptance) will be incorporated into the final AAP plan for transparency and accountability.

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

This section will be revised upon the conclusion of the 30-day public comment period.

7. Summary

Since 1975, Cheyenne has utilized CDBG funds, managed by the city's Housing & Community Development Division, to support low- and moderate-income individuals through housing, public improvements, and essential services. The objectives and outcomes in this AAP mark the culmination of the city's 2020-2024 Five-Year Con Plan. Despite challenges like project delays, a lack of new applicants, and low citizen participation, past performance evaluation reveals progress towards the goals set in the Con Plan. While there is a clear need for increased community outreach, the city's current citizen participation process for this year's AAP does include public hearings, comment periods, and extensive outreach efforts. These efforts will ensure that there are opportunities available for community input and citizen participation. The H&CD Division is deeply committed to analyzing past performance to identify areas of improvement and to exploring new ways to utilize CDBG funds to address the needs of Cheyenne's LMI city residents and meet future goals that meet HUD National Objectives and are relevant, realistic, and achievable.

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 Division
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative (optional)

The Housing & Community Development Division of the City of Cheyenne is the agency responsible for managing the Community Development Block Grant (CDBG) Program. This division is pivotal in assisting local agencies and nonprofit organizations committed to aiding the city's low-to-moderate-income residents. By providing essential funding for public services, housing initiatives, and community needs, this division ensures vital support reaches those in need within the community. The H&CD Division’s nine-member Advisory Council reviews CDBG applications and recommends funding for eligible projects to Cheyenne’s City Council.

Consolidated Plan Public Contact Information

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

1. Introduction

The Housing & Community Development Division (H&CD) is committed to enhancing coordination among public and assisted housing providers and private and governmental health, mental health, and service agencies. H&CD collaborates with the Cheyenne Housing Authority, Cheyenne Regional Medical Center, Laramie County Community Partnership, Needs Inc., Comea Shelter, Safehouse Services, and the Wyoming Homeless Collaborative. This collaboration aims to identify and address the essential needs and challenges of vulnerable populations in Cheyenne. The Community Development Manager (CDM) participates in the Laramie County Community Partnership’s Housing Task Force meetings. The H&CD staff communicates with the City of Cheyenne’s Affordable Housing Task Force members, who make specific recommendations to the Mayor and City Council to support affordable housing development. The CDM participates in the Wyoming Homeless Collaborative meetings to further strengthen coordination and address the needs of those at risk of homelessness. Furthermore, the CDM consults regularly with the COMEA Shelter and Safehouse Services, two sub-recipients of CDBG funds who provide emergency shelter for those at risk of homelessness. Safehouse Services also offers support for individuals and families overcoming abuse. This collaborative framework is crucial for identifying goals and tackling the challenges faced by vulnerable populations in Cheyenne.

In 2024, the CDM plans to consult with Wyoming 211, Wyoming Coalition for the Homeless, HealthWorks, Magic City, Unaccompanied Student Initiative, and Volunteer of America-Veterans Services.

- Wyoming 211 is a local nonprofit that facilitates coordination efforts by connecting individuals to community resources, including housing and mental health services.
- Magic City Enterprises empowers individuals with intellectual and developmental disabilities through various services.
- The Wyoming Coalition for the Homeless operates the Welcome Mat Day Center in Cheyenne, providing a positive, caring environment for those in need. It is a haven where homeless individuals are accepted without judgment and find community, friendship, and encouragement.
- HealthWorks offers medical, dental, mental health & pharmacy services.
- The Unaccompanied Students Initiative (USI) provides a safe and stable home environment for students aged 16-20 who are experiencing homelessness. By offering secure housing and support, USI aims to encourage these students to graduate and assist them with preparations for real life, ensuring they have the foundation needed to succeed beyond high school.
- Volunteers of America Northern Rockies (VOANR) is a certified and CARF-accredited organization that provides a wide range of critical health and human services to thousands of vulnerable individuals and families across the Northern Rockies, including Wyoming. Their services aim to inspire self-sufficiency, dignity and hope among veterans by addressing their

social needs, which include mental health services, housing assistance, assistance for those with disabilities, family-focused treatment, and support for reintegrating formerly incarcerated individuals back into society.

The H&CD Division is committed to creating a more inclusive and supportive community through strategic partnerships with local housing authorities, healthcare providers, and service agencies. The division remains dedicated to fostering safe, stable, and affordable housing solutions as we continue to identify and implement strategies that enhance our community's well-being.

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 Division actively consults with and participates in several collaborative efforts to enhance coordination between public and assisted housing providers and private and governmental health, mental health, and service agencies. The CDM engages with the Laramie County Community Partnership (LCCP) Housing Action Team to share resources and address housing needs, focusing on initiatives for supportive housing that is affordable, safe, and sustainable. The task force members include representatives from Habitat for Humanity of Laramie County, My Front Door, Equal Justice Wyoming, the Southeast Wyoming Builders Association, Community Action of Laramie County, and others. They work on issues such as establishing a city/county housing trust fund, developing a tenant's rights and responsibilities document for rental agreements, and recommending Unified Development Code changes to promote affordable housing development.

The CDM held meetings with the Executive Director of Cheyenne Housing Authority (CHA) in January and March 2024. The Executive Director shared the current waitlist numbers for the Public Housing and Housing Choice Voucher programs for Cheyenne residents. It was mutually agreed that conducting an objective study on the impediments to Fair Housing in Cheyenne would benefit both organizations. This study aims to identify barriers to help agencies formulate strategies to address Cheyenne's specific fair housing needs. The Executive Director of CHA also provided contact information to the CDM so that Wyoming Community Development staff could assist in finding an independent entity to analyze impediments to fair housing in our municipality.

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 (CoC), known as the Wyoming Homeless Collaborative (WHC), is a coalition of service providers, state government officials, faith-based community members, Veterans' Administration employees, and others dedicated to addressing homelessness. The WHC focuses on ensuring the success of Wyoming's annual Point in Time Count (P.I.T), coordinating services, and identifying gaps. The CDM attended the 2024 PIT Meeting held virtually. In March 2024, the CDM engaged with the State of Wyoming Housing Program Coordinator to discuss the CoC's coordinated efforts in Cheyenne, the local allocation of Emergency Solutions Grant (ESG) funds and planning the 2025 P.I.T. count. This meeting led the CDM to establish a Cheyenne P.I.T. Count Committee, foster collaboration among local social service agencies, and participate in the P.I.T. Statewide and ESG Scoring Committees in 2024.

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

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Cheyenne
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Lead Agency
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The city's H&CD Division is the lead agency for preparing the 5-Year Consolidated Plan and Annual Action Plans for the Community Development Block Grant Program. Staff from different city divisions are consulted throughout the year on housing and economic development needs to develop future goals better and identify opportunities to layer CDBG funds with existing projects or projects under consideration.
2	Agency/Group/Organization	CHEYENNE HOUSING AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This year, the CDM and the Executive Director of Cheyenne Housing Authority collaborated to assess current waitlist numbers and plan an objective study on the impediments to Fair Housing in Cheyenne, aiming to address specific needs in the city.
3	Agency/Group/Organization	NEEDS, INC.
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The CDM and members of the H&CD Advisory Committee visited Needs Inc. on January 3, 2024. The Executive Director and the staff gave the council a tour and update on the food bag program for unhoused individuals and the city food box program, supported by CDBG funds. After learning about the increase in food requests from residents, the council recommended additional funding for the food pantry program to address the increased need for food.
4	Agency/Group/Organization	HABITAT FOR HUMANITY
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The H&CD staff consulted with HFHLC about eligible activities for the General Funds. HFHLC is committed to using funds for acquisition and rehabilitation. The H&CD Council recommends funding a project that will provide a home to the Habitat Family and improve blighted neighborhoods in the city.
5	Agency/Group/Organization	SAFEHOUSE
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Victim Services
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The CDM consulted with Safehouse's Executive Director, who expressed concerns about the financial burden that the increase in utility bills for the shelter placed on the organization. The Advisory Council awarded the shelter CDBG Public Service funds for Safehouse Utility reimbursement application to assist the shelter.

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

Some agencies were excluded from consultation for the current Annual Action Plan due to the transition from the former program manager to the new manager. Consequently, efforts are underway to lay a strong foundation for expanding engagement initiatives to reach more service providers and stakeholders during the 2024 Program Year. The new CDM has strategically prioritized establishing connections with existing contacts and will broaden the Division’s network by actively engaging in various committees and meetings, such as the Point in Time Count (P.I.T.) Cheyenne, State Committees, and other pertinent meetings, including one-on-one sessions.

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 to end 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 Continuum of Care (CoC) program is designed to promote community-wide goals to end homelessness, provide funding to quickly rehouse homeless individuals and families while minimizing trauma and dislocation to those persons, promote access to and effective utilization of mainstream programs, and optimize self-sufficiency among individuals and families experiencing homelessness. The program comprises transitional housing, permanent supportive housing for disabled persons, permanent housing, supportive services, and HMIS. The City of Cheyenne Five-Year Con Plan goals align with WHC in providing CDBG funding to support public and general service projects that address the needs of homeless individuals and families in Cheyenne.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

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 Division has implemented a Citizen Participation Plan (CPP) to ensure public involvement in developing Cheyenne’s CDBG program. The CPP outlines procedures for community approval of the Con Plan and AAP, procedures for addressing concerns, objections, and complaints, and amending the plans after approval. It also includes procedures for handling complaints related to CDBG plans, amendments, revisions, and performance reports, ensuring that residents have a timely response to their concerns. A nine-member H&CD Advisory Council oversees the grant process, conducts site visits, and evaluates sub-grantees. Information about the Con Plan and AAP, including the amount of assistance expected and the range of eligible activities, is made available through various channels such as public meetings, the city website, the local newspaper, and social media. Specific neighborhood meetings are also held to provide detailed information relevant to specific areas in the city. Efforts are made to ensure that meetings are held at convenient times and locations, with accommodations for persons with disabilities and provisions for non-English speaking residents. The H&CD Division is reevaluating community engagement strategies to increase participation and ensure the community's voice is heard in developing the current AAP and the 2025-2029 Con Plan. Despite historically low public participation in comments on these plans, the city is exploring new ways to increase participation, such as attending community events, local meetings for citizen’s coalitions, and conducting surveys. H&CD staff is actively involved in a city-wide Community Engagement Task Force, which includes representatives from various city departments. This cross-departmental group is committed to enhancing community engagement by leveraging city resources, fostering interdepartmental collaboration, and harnessing technology to systematize community engagement, set city-wide goals, and extend reach to a broader citizen base.

Note: The Summary and Citizen Participation Outreach Table for Section AP-12 [Participation] will be revised to include information on the upcoming public hearings and public comment period for the AAP prior to submittal to HUD in May 2024.

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	Newspaper Ad	Non-targeted/broad community	A Notice of Funding Announcement was published in the Wyoming Tribune Eagle on September 23, 2023.	No verbal or written comments were received.	Nonapplicable.	
3	Newspaper Ad	Non-targeted/broad community	A Public Notice was published in the Wyoming Tribune Eagle on October 25, 2023, announcing a Public Hearing on the Potential Allocation of CDBG Funds for the City of Cheyenne.	No verbal or written comments were received.	Non-applicable	
4	Public Hearing	Non-targeted/broad community	A Public Hearing was held on the potential allocation of CDBG funds on November 1, 2023.	No verbal or written comments were received.	No verbal or written comments were received.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Newspaper Ad	Non-targeted/broad community	A Public Notice for a Public Hearing and a 30-day comment period for the AAP will be published in the Wyoming Tribune Eagle.	TBD	TBD	

Table 4 – Citizen Participation Outreach

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Expected Resources

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

Introduction

The City of Cheyenne plans to allocate \$452,409 in PY24 in CDBG funds towards eligible public and general service activities. The projects recommended for funding align with the goals identified in the 2020-2024 Consolidated Plan. Of the anticipated available funds, \$65,000 will be allocated for public service projects and \$ 387,309.00 for general service projects. CDBG funds are critical in supporting the needs of low-income

individuals and families in Cheyenne by helping them overcome barriers to self-sufficiency.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	448,011	0	94,000	542,011	542,011	The Community Development Block Grant allocation of \$542,011 includes the anticipated 2024 HUD funds of \$448,011 along with \$94,000 in recaptured funds. HUD allocation amounts are subject to change based on the receipt of HUD-awarded funds.
Other	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	0	0	0	0	0	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

To effectively leverage CDBG with additional resources, including private, state, and local funds, all PY24 sub-recipients have committed to providing leveraged dollars for their CDBG-funded projects. This commitment is crucial for extending the reach and impact of the city's CDBG funds. The H&CD Division does not have matching requirements for CDBG-funded projects. However, the sub-recipient's proactive approach to leveraging additional funds ensures that their CDBG-funded projects are not solely dependent on federal funds.

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

No publicly owned land or property within Cheyenne will be used to address the Annual Action Plan needs.

Discussion

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide safe, decent affordable housing	2020	2024	Affordable Housing	City of Cheyenne	Housing Rehabilitation	CDBG: \$387,409	Homeowner Housing Added: 1 Household Housing Unit Homeowner Housing Rehabilitated: 11 Household Housing Unit
2	Promote self-sufficiency through service provision	2020	2024	Homeless Non-Homeless Special Needs	City of Cheyenne	Supportive Services for Low-income & Special Needs	CDBG: \$65,000	Public service activities other than Low/Moderate Income Housing Benefit: 1960 Persons Assisted
3	Program Administration	2020	2024	Program Administration	City of Cheyenne	Program Administration	CDBG: \$89,602	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide safe, decent affordable housing
	Goal Description	<ul style="list-style-type: none"> • To provide rehabilitation for 10 low-to-moderate-income city residents. • To provide a rehabilitated home to 1 low-to-moderate-income Habitat family.
2	Goal Name	Promote self-sufficiency through service provision
	Goal Description	<ul style="list-style-type: none"> • To provide free legal services to approximately 25 low-income city residents. • To provide crisis food assistance for approximately 1,500 low-income city residents • To provide emergency assistance to approximately 60 victims of domestic violence. • To provide utility assistance to a shelter, benefitting approximately 375 low-income individuals.
3	Goal Name	Program Administration
	Goal Description	<ul style="list-style-type: none"> • To provide program administration for the CDBG 2024 Program Year.

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Projects

AP-35 Projects – 91.220(d)

Introduction

The H&CD staff and advisory Council reviewed the letters of intent and applications for PY24 to ensure that projects receiving CDBG assistance comply with National Objectives and the Con Plan goals. The H&CD Division will present the recommended projects and funding levels to the City Council for approval before submitting them to the Department of Housing and Urban Development (HUD) for final review and approval. Under the Public Service Category, projects like the Safehouse Client Emergency Expenses and Utility Assistance programs have been selected due to the increasing demand for such services in Cheyenne. These projects aim to serve hundreds of residents, ensuring they do not exceed 80% of the Area Median Income defined by HUD's LMI limits. Thus, they support the city's goals for homeless prevention and provide supportive services. Similarly, the Needs Inc. Crisis Food Assistance program has been recognized for its critical role in addressing food insecurity among Cheyenne's residents, with an anticipated reach of 1,900 individuals. This project aligns with the city's objectives to enhance public services by offering essential services like food boxes to improve living conditions. The Equal Justice Wyoming Foundation's Civil Legal Services for Low-Income Individuals in Cheyenne is another vital project selected for its potential to address the significant gap in legal aid for those living below 200% of the federal poverty level. This project anticipates serving 25-40 individuals, contributing to the city's goals for homeless prevention and enhancing public services. In the General Service Category, the Habitat for Humanity of Laramie County's Home Rehabilitation for Existing Homeowners and the 2024 Acquisition and Rehabilitation for Future Affordable Housing projects have been chosen due to Cheyenne's critical need for housing. These projects are designed to serve various home rehabilitation clients and align with the Con Plan goal to increase and retain affordable housing units, thereby addressing the local housing crisis and supporting moderate-income residents.

Through support of these projects, the city continues to demonstrate its commitment to addressing the diverse needs of its residents. It ensures that all projects funded under the CDBG program contribute to the overarching Con Plan goals of providing safe, stable, affordable housing and services to those in need.

Projects

#	Project Name
1	Land Acquisition and Rehabilitation for Future Habitat Homeowners
2	2024 Habitat Home Rehabilitation Program for Low-to-Moderate Income Homeowners
3	Civil Legal Services for Low-Income Individuals in Cheyenne
4	Crisis Food Assistance
5	Safehouse Shelter Client Emergency Expenses

#	Project Name
6	Safehouse Shelter Utility Assistance
7	Program Administration

Table 7 - Project Information

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

DRAFT

AP-38 Project Summary
Project Summary Information

DRAFT

1	Project Name	Land Acquisition and Rehabilitation for Future Habitat Homeowners
	Target Area	City of Cheyenne
	Goals Supported	Provide safe, decent affordable housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$299,000
	Description	Rehabilitation and Acquisition. Matrix Code: 14G. National Objective:570.208(a)(3)
	Target Date	9/17/2025
	Estimate the number and type of families that will benefit from the proposed activities	One low-to-moderate-income family will benefit from the proposed activity.
	Location Description	The project activity location will be within the City of Cheyenne.
	Planned Activities	Habitat for Humanity of Laramie County will use CDBG funds to acquire and rehabilitate a property for a low-to-moderate-income family.
2	Project Name	2024 Habitat Home Rehabilitation Program for Low-to-Moderate Income Homeowners
	Target Area	City of Cheyenne
	Goals Supported	Provide safe, decent affordable housing
	Needs Addressed	Housing Rehabilitation
	Funding	CDBG: \$88,409
	Description	Rehabilitation for low-to-moderate-income homeowners. Eligible Activity: 570.202 (a)(1). Matrix Code: 14A, National Objective: 570.208
	Target Date	8/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	Ten low- to moderate-income families will benefit from this project; most clients are seniors and persons with disabilities.
	Location Description	City of Cheyenne
	Planned Activities	Habitat for Humanity of Laramie County's Home Repair Program will coordinate ten to thirty home rehabilitation repair projects for low-to-moderate-income families in Cheyenne.

3	Project Name	Civil Legal Services for Low-Income Individuals in Cheyenne
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$18,000
	Description	Civil legal assistance to LMI individuals. Eligible Activity: Public Service 570.201 (e). Matrix Code: 05C. National Objective: Benefit low- and moderate-income persons.
	Target Date	5/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	Approximately twenty-five families will benefit from the proposed activity.
	Location Description	Citywide.
	Planned Activities	Equal Justice Wyoming Foundation will provide free legal services to qualifying low-and moderate-income persons in Cheyenne.
4	Project Name	Crisis Food Assistance
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$20,000
	Description	Crisis Food Assistance. Eligible Activity: Public Service 570.201 (e). Matrix Code: 05W (Food Banks). National Objective: Benefit low- and moderate-income areas.
	Target Date	5/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	Needs estimates that 1,500 unduplicated individuals and approximately 500 families will benefit from crisis food assistance.
	Location Description	Citywide
	Planned Activities	Needs Inc. will provide food supplies for eligible City of Cheyenne residents.
	Project Name	Safehouse Shelter Client Emergency Expenses

5	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	Utility Assistance. Eligible Activity: Public Service 570.201 (e). Matrix Code: 03T. National Objective: Benefits low- and moderate-income (LMI) Limited Clientele.
	Target Date	5/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	Safehouse estimates that 60 unduplicated individuals will benefit from the Victim's Fund.
	Location Description	Citywide
	Planned Activities	Safehouse Services will provide client-specific funding that will assist victims in successfully leaving abusive relationships. Eligible expenses include utilized rent, security deposits, and emergency medical expenses, such as replacement of eyeglasses and prescriptions.
6	Project Name	Safehouse Shelter Utility Assistance
	Target Area	City of Cheyenne
	Goals Supported	Promote self-sufficiency through service provision
	Needs Addressed	Supportive Services for Low-income & Special Needs
	Funding	CDBG: \$17,000
	Description	Utility Assistance. Eligible Activity: Public Service 570.201 (e). Matrix Code: 03T. National Objective: Benefits low- and moderate-income (LMI) people-Limited Clientele.
	Target Date	5/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	Safehouse estimates that 375 unduplicated individuals will benefit from utility assistance.
	Location Description	Cheyenne, WY 82007

	Planned Activities	Safehouse Services will leverage CDBG funding to offset the escalating costs of utilities within the shelter. The utility assistance will directly support individuals residing in the shelter by ensuring a secure and comfortable living environment throughout their stay.
7	Project Name	Program Administration
	Target Area	City of Cheyenne
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$89,602
	Description	Planning and Administration. 570.206
	Target Date	5/15/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that approximately 681 families will benefit from the administration management, coordination, and evaluation of the city's CDBG program.
	Location Description	Citywide
	Planned Activities	Administer the Administrative costs for the overall management, coordination, and evaluation of the city's CDBG program.

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

Allocating PY24 CDBG funds to a specific geography is impractical, as the recipients of the funded projects are currently unknown. The Public Service projects receiving funds serve low and moderate-income Cheyenne residents. Rehabilitation projects are in different census tracts, and Habitat for Humanity has not identified a specific geographic area to target for the two projects for which they are receiving General Service funds to complete. While the city is currently not allocating CDBG funding to specific geographies, we are working with the city's GIS Department to develop maps using CDBG Activity by Tract data and city infrastructure project data to identify LMI areas that have not benefited from CDBG funds and target these areas for future projects.

Geographic Distribution

Target Area	Percentage of Funds
City of Cheyenne	100

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Cheyenne is not targeting a specific geographic area for project funding in Program Year 2024.

Discussion

CDBG PY24 funding will not be allocated to a specific geography as the recipients of rehabilitation and acquisition and home rehabilitation project locations are currently unknown. Rehabilitation projects will be in different census tracts, which are currently unknown. No specific geographic area has been identified for acquiring and rehabilitating a blighted property for an LMI family. The public service projects receiving funds serve low and moderate-income Cheyenne residents throughout the city. While there is no PY24 funding allocated to specific geographies, the H&CD Division is currently working with the city of Cheyenne's GIS Department to develop maps using CDBG Activity by Tract data and city infrastructure project data to identify LMI areas that have not benefited from CDBG funds and target these areas for future projects.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The Greater Cheyenne Chamber of Commerce’s 2023 Housing Study estimates a projected shortfall of 1,150-1,250 housing units in the city and Laramie County by 2028. According to the report, the city and county are expected to experience considerable population growth, with projections indicating an addition of 2,215 households from 2023 to 2028. This growth is partly fueled by the Sentinel Project at F.E. Warren Air Base, which is expected to bring 1,452 people, or approximately 1,014 new households, to the area. The shortfall estimate may be inaccurate, as the report does not include the loss of aging and blighted housing stock, which will need to be replaced or rehabilitated. The Chamber report’s projections don’t consider the lack of senior-friendly, accessible housing units needed to address the expected growth of the senior population highlighted in the recent Wyoming Community Development Association Housing State Housing Needs Assessment.

In response to the projected shortage of affordable housing stock, the City of Cheyenne is working to address the issue by focusing on Unified Development Code modifications to facilitate affordable housing development. In 2023, the city approved 72 single-family and 28 multifamily home permits, adding 184 dwelling units to Cheyenne’s housing stock. The H&CD Division is using its limited CDBG funds to support critical objectives outlined in the 2020-2024 Consolidated Plan that will address the housing shortage by preserving and enhancing low-income neighborhoods and ensuring the provision of safe, decent, and affordable housing. Specifically, through supporting Habitat for Humanity of Laramie County’s (HFHLC) acquisition and rehabilitation of two homes and funding Habitat’s Home Repair Program to provide funding to cover the cost of ten rehabilitation projects, the city will achieve the target of supporting 35 clients with home rehabilitation and purchasing and rehabilitating two blighted homes. The estimated number of households supported through rental assistance (6) reflects the number of clients to Safehouse Shelter Services, which will provide CDBG-funded down-payment assistance through Safehouse the Victim’s Assistance Fund.

One Year Goals for the Number of Households to be Supported	
Homeless	6
Non-Homeless	11
Special-Needs	0
Total	17

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	6
The Production of New Units	0

One Year Goals for the Number of Households Supported Through	
Rehab of Existing Units	11
Acquisition of Existing Units	1
Total	18

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

Discussion

Habitat for Humanity of Laramie County estimates that the Habitat Home Repairs Program will coordinate ten rehabilitation projects with CDBG funds in the next grant cycle. Additionally, the Habitat Home Program will support households through acquiring and rehabilitating blighted property for a Habitat family. The rehab of existing units (11 units) consists of the ten anticipated home rehabilitation projects for LMI homeowners, as well as the rehabilitation required for acquiring and rehabilitating a blighted property project. The estimated number of households supported through rental assistance (6) reflects the number of clients to Safehouse Shelter Services, which will provide CDBG-funded down-payment assistance through Safehouse the Victim’s Assistance Fund.

AP-60 Public Housing – 91.220(h)

Introduction

Established in 1971, the Cheyenne Housing Authority (CHA) has played a crucial role in addressing the need for low-income housing in Cheyenne. By April 2001, CHA significantly expanded its responsibilities, becoming Contract Administrator for housing projects across Wyoming. CHA's mission is to provide decent, safe, and sanitary housing to elderly, disabled, and poor families who cannot secure housing through conventional means. CHA serves as the public housing authority for both Cheyenne and Laramie, managing 341 public housing units. This includes 266 units in Cheyenne, which are made up of 97 scattered-site single-family homes and three multifamily properties catering to senior and disabled tenants, as well as 75 units in Laramie. Additionally, CHA administers the Housing Choice Voucher Program, providing 1,786 vouchers across several Wyoming cities, and manages 153 Veterans Assistance Supportive Housing vouchers in Cheyenne, Sheridan, and Gillette to address veteran homelessness. Through the Project-Based Section 8 Contract Administration (PBCA) program on behalf of HUD, CHA performs statewide contract administration services for 51 properties, encompassing 2,165 rental units.

CHA also owns and operates three WRAP houses and has launched the Welcome Home Wyoming program, which has provided down payment assistance to over 625 new homeowners. Furthermore, CHA owns and operates market-rate rental units, including 32 townhomes serving the elderly in Foxcrest II, seven single-family homes in Cheyenne, and 12 Weaver Road Apartments. In addition to its housing initiatives, CHA has sponsored the formation of the Wyoming Housing Partnership, a new nonprofit organization with an ownership interest in 88 units in Cheyenne and 20 in Powell, with CHA managing the Cheyenne units on behalf of the partnership. CHA also provides various services through the Laramie County Senior Center, including a multi-site nutrition program, senior social services, health enhancement services, and family caregiver/respite care. These comprehensive efforts highlight CHA's dedication to improving the quality of life for Wyoming's residents through a broad spectrum of housing initiatives and services.

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

The Cheyenne Public Housing Authority (CHA) has outlined a series of actions in its 2024 Annual PHA Plan to ensure that CHA can provide safe, secure, and healthy housing options for low-income residents. CHA's most recent HUD-approved 5-Year Action Plan was approved on March 30, 2023. The Annual Action Plan goals align with those included in the 5-Year Plan.

- **Conversion of Public Housing:** CHA plans to convert Public Housing to Project-Based Rental Assistance or Project-based Vouchers under the Rental Assistance Demonstration (RAD) program.
- **Capital Fund Utilization:** CHA will continue to maximize the use of Capital Funds. The 5-Year Action Plan is updated annually to align Capital Fund plans and expenditures with property and resident-identified needs. This includes emergent capital needs and long-term cost savings

strategies, such as replacing carpets with luxury vinyl plank flooring and modernizing units by replacing aluminum wire with copper wire in single-family homes.

- Repositioning Single-Family Housing: CHA will consider options to reposition the single-family portion of its Public Housing portfolio.
- Resident Initiative Enhancement: CHA aims to enhance Resident Initiative efforts, staff participation, and the implementation of feasible Council recommendations.
- Security Concerns: Capital Funds will be used to address security concerns of Residents, as warranted.
- Procedural and Plan Updates: CHA plans to update several procedures and plans, including the Housing Choice Voucher Program Administrative and the Agency Disaster Recovery Plans.

Public Housing Repositioning Plan: CHA will research and evaluate a Public Housing repositioning plan. A priority identified is the replacement of scattered-site single-family homes, and a repositioning plan will be evaluated in 2024 after CHA's new agency-wide operating software implementation.

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

The Cheyenne Housing Authority (CHA) has implemented several initiatives to encourage public housing residents to become more involved in management and participate in homeownership. These actions include:

- Resident Advisory Council (RAC): CHA encourages residents to participate in a Resident Advisory Council (RAC) at each of CHA's multifamily rental properties. The RAC serves as a platform for soliciting and discussing tenant feedback regarding the public housing program's operations.
- Family Self-Sufficiency (FSS) Program: Available to Housing Choice Voucher and Public Housing program participants, the FSS Program supports participants' efforts to become financially independent. This includes learning how to improve financial situations, gaining new or enhancing existing employment skills, and being informed about household budgeting and other methods to achieve economic self-sufficiency.
- Ongoing Training: CHA provides ongoing Fair Housing training for all staff and offers tenants training on housekeeping, being a good neighbor, energy conservation, and other topics to support successful tenancy.

These initiatives are designed to engage residents in managing their living environments and encourage a sense of community and self-reliance. Residents have a voice in managing their properties through participation in the RAC. At the same time, the FSS Program and other training opportunities equip them with the skills needed to move toward economic independence and homeownership.

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

provided or other assistance

Non-applicable. CHA is designated a Standard PHA.

Discussion

The Cheyenne Housing Authority (CHA) is a critical agency that meets the housing needs of low- to moderate-income (LMI) residents in Cheyenne and throughout Wyoming. CHA oversees 341 public housing units, manages 786 Housing Choice Vouchers, and facilitates homeownership through the Welcome Home Wyoming program. These efforts are instrumental in aiding the elderly, disabled, and families facing economic challenges, enhancing their living conditions with secure and healthful housing solutions. CHA's commitment to improving affordable housing is evident in its initiatives, such as the transition of public housing to Project-Based Rental Assistance and the strategic utilization of Capital Funds for property enhancements. Additionally, CHA encourages community engagement and self-sufficiency among its residents through the Resident Advisory Council and the Family Self-Sufficiency Program.

This year, the Housing & Community Development Division plans to collaborate with CHA to identify independent agencies to conduct an Impediments to Fair Housing Assessment for the City of Cheyenne. The assessment aims to identify specific barriers affecting LMI residents' access to fair housing and propose improvement recommendations. The findings will be instrumental in shaping strategies for the city's 2025-2029 Community Development Block Grant (CDBG) Consolidated Plan.

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

Introduction

The city's Con Plan goals identify allocating funds to assist Homeless and special populations as a priority need. The H&CD Division works with various agencies that provide services directly to or support agencies that address the needs of homeless and special populations in Cheyenne. These agencies include COMEA homeless shelter; Safehouse domestic violence shelter; Family Promise, a family shelter; Unaccompanied Students Initiative, a homeless youth shelter; Community Action of Laramie County (CALC) Interfaith Family Support Services, a local transitional housing agency and a local ESG and CSBG agency; Wyoming Independent Living, a local disability agency; Laramie County Community Partnership Housing Action Team, a group of local nonprofit and community partners working on housing needs in the community; and Needs, Inc., a local food bank.

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 H&CD Community Development Manager (CDM) attends the WY Coc quarterly meetings and WCH meetings, plans to attend the annual Wy CoC meeting in Casper, WY, in June 2024, and plans to serve on the local and state 2025 P.I.T Count committees. The CDM will have one-on-one meetings with service providers to identify potential projects and help coordinate efforts to reach out to unsheltered persons and assess their needs. In addition to consulting regularly with CDBG sub-recipients Safehouse, Needs Inc., and Comea Shelter, the CDM will consult with the staff and administrators of the Welcome Mat, Community Action of Laramie County, Inc., Healthworks, the Wyoming Independent Citizen's Coalition, Unaccompanied Students Initiative, Just Caring volunteers and Family Promise of Cheyenne to learn about and support local efforts to reach out to homeless persons and address their individual need for homeless persons in Cheyenne.

Addressing the emergency shelter and transitional housing needs of homeless persons

The H&CD Division's CDM will support local efforts to address homeless people's shelter and transitional housing needs by working with local agencies and care providers to determine funding gaps for services and facility needs. If the identified needs are considered eligible activities and meet HUD's National Objectives, the CDN will provide technical support and information to agencies seeking future CDBG

public and general service funding.

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

In PY24, the city will allocate \$65,000 in CDBG funds to public service projects supporting agencies that help prevent low-income individuals and families from transitioning to affordable housing and avoid becoming chronically homeless.

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.

To better understand the challenges facing low-income individuals recently discharged from institutions or systems of care, the H & CD CDM recently met with a Program Coordinator from HealthWorks to discuss the housing issues that HealthWorks's clients are reporting. During the next year, the CDM will consult with and review reports from health, mental health, and foster care facilities and corrections programs to develop an understanding of the initiatives underway to prevent homeless individuals and families from becoming homeless. The CDM will provide these agencies and care providers with information on the CDBG program and assess if eligible activities should be included in the next Con Plan.

Discussion

The 2024 P.I.T. Count for Wyoming has yet to be released. However, the 2023 P.I.T. Count for Wyoming shows a demographic distribution within different types of households and the prevalence of homelessness among various age groups, genders, races, and ethnicities in Wyoming. Most homeless persons were adults (483) without children. There were 11 households with children (this number includes 32 individuals, 20 of whom were children. White individuals are the largest racial group across

all categories – sheltered, unsheltered, emergency, transitional, and haven. [See Appendix for the 2023 Point-in Time Count Wyoming Statewide CoC report].

While the P.I.T. provides helpful information about the homeless population in Wyoming, the data does not explicitly represent the annual homeless population in Cheyenne, as the numbers or demographic breakdown differ seasonally. More specific information is needed to understand better the specific needs of the homeless populations in Cheyenne. Through participation in CoC meetings and committees and one-on-one conversations, the H&CD Division will develop a more comprehensive understanding of how future CDBG projects can address the range of needs of homeless individuals and families in Cheyenne.

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

Introduction:

Recent data included in the Wyoming Community Development Authority’s Statewide Housing Needs Assessment has provided crucial information on the local and regional barriers to affordable housing and will assist the city in coordinating with local agencies to develop strategies that determine how to more effectively manage local resources to address Cheyenne’s Barriers to affordable housing. The UDC code changes, increased public engagement efforts, and investment infrastructure that allow for affordable housing development demonstrate the city’s ongoing commitment to coordinating and removing barriers to underserved residents in Cheyenne.

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 City of Cheyenne has taken actions to remove the negative effects of public policies that serve as barriers to affordable housing by changing zoning codes with a particular focus on those that impact affordable housing development. In 2023, significant changes were made to the Unified Development Code (UDC) to stimulate housing development, including removing minimum lot areas, allowing for the construction of homes on smaller lots, potentially reducing costs, and increasing the number of houses that can be built. Additionally, the city eliminated density requirements for multifamily lots, enabling developers to build more units on a single lot, and reduced parking requirements for multifamily developments, which is expected to encourage the construction of more studio and one-bedroom apartments. In 2024, the city further adapted its regulations by removing the requirement for brick as a material in income-restricted housing, aiming to lower construction costs and promote affordable housing development.

The city has also received \$1.8 million from the Wyoming State Land and Investment Board to provide water and sewer infrastructure for a Habitat for Humanity housing multifamily development, highlighting the city's commitment to supporting non-profits in their efforts to develop affordable housing. The city continues to explore additional code changes that could further facilitate the development of various housing types, including single-family units, townhomes, and duplexes. Through these regulatory changes, enhanced community engagement, strategic studies, and financial infrastructure support, Cheyenne is working diligently to overcome obstacles to affordable housing and meet the needs of its underserved residents.

Discussion:

The Wyoming Community Development Authority’s recently released Statewide Housing Needs Assessment provides valuable insights into state-wide housing-specific barriers and specific barriers for

regions and counties. [1] According to the assessment, the barriers for Southeast Region and Laramie County include:

- Development of age-friendly housing to prepare for the growth of the population aged 85 and over.
- Addressing NIMBYism and providing information on the positive impacts that affordable housing projects have on their neighborhoods
- Addressing Workforce Cost burden issues, particularly for the Arts, Recreation, and Food Service Industries workforce.
- Address the affordability gap that disproportionately impacts LMI persons.
- Creation of Affordable Housing Stock
- Remove regulatory barriers, such as lot size and parking space minimums, height restrictions, and material requirements.
- Provide affordable alternative housing options, such as modular or mobile homes.

[1] The Wyoming Community Development Authority Statewide Housing Needs Assessment

AP-85 Other Actions – 91.220(k)

Introduction:

In PY24, the H&CD Division is focused on improving existing programs and identifying new funding sources to meet better the needs of those seeking affordable housing and related services. A statewide housing needs assessment has highlighted significant housing challenges within Laramie County, and Cheyenne. According to the Wyoming Community Development Authority (WCDA), an additional 1,204 to 1,994 rental units and 3,181 to 5,271 housing units will be required by 2030 to support the area's growing population and economic development. In response, the city has outlined strategies to overcome obstacles facing underserved communities, eliminate barriers to affordable housing, alleviate poverty, address public safety concerns, and improve collaboration between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

In Cheyenne, the city has been proactively engaging a number of local agencies and a network of local nonprofits to coordinate how to better serve segments of the community, such as individuals experiencing homelessness and those with special needs. Furthermore, the Mayor's Affordable Housing Task Force regularly assesses the city's housing affordability issues and proposes actionable strategies. These strategies include revisiting fee structures and revising zoning and land use regulations to promote the development of housing that is both affordable and accessible.

Actions planned to foster and maintain affordable housing

In 2023, significant changes were made to the city's Unified Development Code (UDC) to stimulate housing development. These changes included removing minimum lot areas, allowing for the construction of homes on smaller lots, potentially reducing costs, and increasing the number of houses that can be built. Additionally, the city eliminated density requirements for multifamily lots, enabling developers to build more units on a single lot, and reduced parking requirements for multifamily developments, which is expected to encourage the construction of more studio and one-bedroom apartments. In 2024, the city further adapted its regulations by removing the requirement for brick as a material in income-restricted housing, aiming to lower construction costs and promote affordable

housing development.

The city's Community Development Manager (CDM) actively promotes collaboration among city departments, non-profits, and agencies to enhance coordination and support for housing projects. The Community Engagement Task Force is developing toolkits and resources to improve outreach and participation in the Community Development Block Grant (CDBG) planning process. Furthermore, in collaboration with the city, the Cheyenne Housing Authority is seeking an independent agency to conduct a comprehensive study on barriers to affordable housing in Cheyenne. This study aims to identify and propose actionable steps to remove these barriers.

The city has also received \$1.8 million from the Wyoming State Land and Investment Board to provide water and sewer infrastructure for a Habitat for Humanity housing development, highlighting the city's commitment to supporting non-profits in their efforts to develop affordable housing. The city continues to explore additional code changes that could further facilitate the development of various housing types, including single-family units, townhomes, and duplexes. Through these regulatory changes, enhanced community engagement, strategic studies, and financial infrastructure support, Cheyenne is working diligently to foster and maintain affordable housing in Cheyenne.

Actions planned to reduce lead-based paint hazards

In March 2024, the Community Development Manager for the city's Housing & Community Development Division met with the Program Coordinator and Assistant Program Coordinator of Habitat for Humanity of Laramie County to strategize on reducing lead-based hazards in the community. The focus was for the city to use Community Development Block Grant (CDBG) funds to cover the costs for a Habitat employee to receive certification in lead Paint testing.

Habitat for Humanity of Laramie County already has a lead testing machine funded by the city. Still, the departure of the lead-paint-testing certified Construction Manager left a gap in their capabilities. The objective for 2024 is to certify a new team member in lead paint testing. This move will significantly benefit Cheyenne's low-to-moderate income (LMI) residents, as Habitat for Humanity runs a proactive housing rehabilitation program.

Cheyenne's housing landscape includes over 18,000 units built before 1980, many suspected to contain lead-based paint. These older homes are predominantly situated in neighborhoods with high LMI families. The Housing and Community Development (H&CD) Division mandates lead paint testing for all pre-1978 homes undergoing rehabilitation that involves disturbing painted surfaces. When lead paint is detected, its safe removal or stabilization is included in the rehabilitation project's scope of work to ensure resident safety.

To further support this initiative, lead paint informational booklets in English and Spanish are distributed to all sub-grantees executing rehabilitation work, ensuring they are well informed about lead-based

paint's hazards and remediation procedures.

Actions planned to reduce the number of poverty-level families

The H&CD Division is collaborating with the Cheyenne Housing Authority to investigate the barriers to affordable housing and identify actionable solutions. The Division works closely with various city departments. It continues to forge partnerships with non-profit organizations, community members, social service agencies, and businesses to effectively address the community's homelessness issues. Additionally, the H&CD Division's involvement in the Wyoming Homeless Collaborative will strengthen the Continuum of Care across Wyoming.

Actions planned to develop institutional structure

The City of Cheyenne's Housing & Community Development (H&CD) Office is enhancing its institutional structure through strategic collaborations with city departments and external organizations, focusing on efficiently administering Community Development Block Grant (CDBG) funds. By partnering with the Finance, Purchasing, IT, and HR Departments, the office ensures responsible financial management and project execution. Additionally, partnerships with non-profits and community groups, the Laramie County Community Partnership, Inc., and the Wyoming Homeless Collaborative aim to address diverse community needs, prevent service duplication, and promote innovative strategies for community development. This integrated approach facilitates a comprehensive, efficient, and effective response to the challenges facing Cheyenne, aligning with the national objectives of the CDBG program.

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

The City of Cheyenne is actively collaborating with a range of public and private organizations, including the Cheyenne Housing Authority, COMEA Inc., Family Promise, and LCCP partners, to meet the needs of individuals and families with low to moderate incomes, special needs, and those experiencing homelessness. To further enhance coordination and support for housing initiatives, the city's Community Development Manager serves on the City of Cheyenne Community Engagement Task Force. This Task Force creates toolkits and resources to bolster outreach and encourage citizen participation.

Discussion:

Program Specific Requirements

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

Introduction:

There are currently no program income available for use for projects planned for the 2024 Program Year.

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

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

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

Other CDBG Requirements

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

