



108 E. Green St.
Ithaca, NY 14850
(607) 274-6565

Conducted remotely via online platform Zoom, pursuant to Governor's Executive Order 202.1. A live-stream of the meeting will be accessible at: https://www.youtube.com/channel/UC7RtUN1P_RFaFW2IVCnTrDg. Because of a slight delay in launching the live-stream, the video may begin a few minutes *before* the meeting is formally convened.

AGENDA

IURA Neighborhood Investment Committee (NIC)

8:30 am, Friday, September 10, 2021



<https://us02web.zoom.us/j/88426102756?pwd=V0ZMa2pxdEhNWUIyQ11WFIERY9UZz09>

I. Call to Order

II. Changes/Additions to Agenda

III. Public Comment

IV. Review of Minutes - August 2021

V. New Business

A. Discussion - Deb Dietrich, Executive Director, OAR

B. Discussion/Action Item - Request for CDBG-CV Contract Modification, Ithaca Farmers Market (Guests: Monika Roth, et al) - Resolved Statement

C. Action Item - Resolution - Revised HOME Income Policy

D. Discussion - Annual Action Plan - Proposed Changes in Timeline

VI. Other Business

A. IURA Grant Summary

B. Staff Report

VII. Motion to Adjourn

PUBLIC COMMENTS: Written public comments may be submitted until 4:00 p.m., the day before the meeting to: amendizabal@cityofithaca.org.



If you have a disability and require accommodation in order to fully participate, please contact the CITY OF ITHACA CLERK'S OFFICE at 274-6570 at least 72 business hours prior to the meeting.



108 E. Green St.
Ithaca, NY 14850
(607) 274-6565

**ITHACA URBAN RENEWAL AGENCY
(IURA)**
**NEIGHBORHOOD INVESTMENT COMMITTEE (NIC) DRAFT
MINUTES**
8:30 am, Friday, August 13, 2021
Common Council Chambers
108 E. Green Street, 3rd Floor, Ithaca, NY

In attendance: Karl Graham (Chair); Fernando de Aragon (Vice Chair); Tracy Farrell;
Teresa Halpert; Paulette Manos

Staff: Anisa Mendizabal

Guests: None.

I. Call to Order

The Chair called the meeting to order at 8:30 a.m.

II. Changes/Additions to Agenda

None.

III. Public Comment

None.

IV. Review of Minutes – tabled until September

V. New Business

A. Action Item - Resolution - HOME-ARP Funds for Continuum of Care Strategic
Action Plan

HOME ARP - Who is to be served?

Eligible Populations

HOME-ARP funds must be used to primarily benefit individuals or families from the following qualifying populations:

- Homeless*, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11302(a));
- At-risk of homelessness*, as defined in section 401(1) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11360(1));
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, as defined by the Secretary;
- In other populations where providing supportive services or assistance under section 212(a) of the Act (42 U.S.C. 12742(a)) would prevent the family's homelessness or would serve those with the greatest risk of housing instability;
- Veterans and families that include a veteran family member that meet one of the preceding criteria.

*See "McKinney-Vento Definitions," next page.

McKinney-Vento Definitions of Homelessness

Section 103(s) defines a "homeless individual" as someone who

- lacks fixed, regular nighttime residence, or
- whose primary nighttime residence is a) a shelter, b) an institution intended to provide temporary residence (excluding incarceration), or c) a place not designed for or generally used for a sleeping accommodations for human beings

Section 401(1) "At risk of homelessness" means that an individual or family

- has income below 30 percent of median income for the geographic area;
- has insufficient resources immediately available to attain housing stability; and
 - has moved frequently because of economic reasons;
 - is living in the home of another because of economic hardship;
 - has been notified of eviction;
 - lives in a hotel or motel;
 - lives in severely overcrowded housing;
 - is exiting an institution; or
 - otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness.

HOME ARP - What are eligible activities?

Eligible Activities

HOME-ARP funds can be used for **four eligible activities**:

- Production or Preservation of Affordable Housing
- Tenant-Based Rental Assistance (TBRA)
- Supportive Services*, including services defined at 24 CFR 578.53(e), Homeless Prevention Services, and Housing Counseling
- Purchase and Development of Non-Congregate Shelter. These structures can remain in use as non-congregate shelter or can be converted to: 1) emergency shelter under the Emergency Solutions Grants (ESG) Program; 2) permanent housing under the Continuum of Care (CoC) Program; or 3) affordable housing under the HOME Program.

*See "McKinney-Vento Eligible Supportive Services," next page.

McKinney - Vento Eligible Supportive Services

- (A) the establishment and operation of a child care services program for homeless families
- (B) employment assistance/job training program
- (C) outpatient health services, food, and case management
- (D) assistance in obtaining permanent housing, employment counseling, and nutritional counseling;
- (E) the provision of outreach services, advocacy, life skills training, and housing search/ counseling services;
- (F) the provision of mental health services, trauma counseling, and victim services;
- (G) the provision of assistance in obtaining other Federal, State, and local assistance available for residents of supportive housing (including mental health benefits, employment counseling, and medical assistance, but not including major medical equipment);
- (H) the provision of legal services for purposes including requesting reconsiderations and appeals of veterans and public benefit claim denials and resolving outstanding warrants that interfere with an individual's ability to obtain and retain housing;
- (I) the provision of transportation services that facilitate an individual's ability to obtain and maintain employment; and health care; and other supportive services necessary to obtain and maintain housing.

HOME-ARP: Further Details

- City of Ithaca's HOME-ARP Award = \$1,211,929
- Allowable Administration & Planning costs (15%) = \$181,789
- Timeline
 - Communities conduct planning activities: Summer - early Fall 2021
 - HUD finalizes and releases HOME-ARP regulations: Fall 2021 (TBD)
 - Communities submit plans for HOME-ARP funds: December 2021
 - HUD releases funds for approved plans: Early 2022
 - Deadline for completion of all activities: September 30, 2030

The Human Services Coalition has approached the City, requesting a \$10,000 contribution to engage a consultant to develop a strategic plan for the CoC in order to recommend uses of upcoming American Rescue Plan Act (ARP or ARPA) funds. The County is being approached for the same amount. The Committee began by discussing and the slides prepared regarding the American Rescue Plan Act. There was interest in the McKinney-Vento-compliant supportive services, noting that the City's HUD Entitlement funds already support a number of these, including: A Place to Stay, the Learning Web, all three funded workforce development programs (ReUse, Historic Ithaca, GIAC), and others.

Mendizabal shared that HUD is describing ARP HOME-Hybrid funding as a "once in a generation" opportunity for entitlement communities to create significant local interventions around homelessness, such as acquisition of sites for permanent supportive housing, non-congregate shelter, etc. The discussion turned to inquiries about St. John's Community Services (SJCS) current plans. Mendizabal shared that the County, IURA, and City have been in conversation with SJCS, in order to coordinate. The most current information Mendizabal was aware of was that the hotel acquisition plan for which SJCS submitted an application for 2021 Action Planning funds had undergone a change in

direction, with SJCS perhaps considering a scattered site model. A Committee member pointed out that Lakeside Mental Health is vacating the scattered site units it had leased as West End Heights comes online, perhaps SJCS should explore.

The Committee expressed interest in seeing the City explore policy interventions to create or free up affordable housing. These might include more specific regulation of short term vacation rentals or a policy relating to accessory dwelling units (ADUs). Mendizabal comments that both areas had been in exploration stages before the pandemic; she'd reach out for status updates on both.

Returning to the matter of whether to recommend the resolution to partially fund a consultant for the CoC's strategic plan for use of ARPA funds, Farrell stated that she hoped any consultant engaged would have experience with communities of similar size to Ithaca.

Motion by _____; seconded by _____.

Proposed Resolution
IURA Neighborhood Investment Committee
August 13, 2021

HOME-ARP: Continuum of Care Strategic Action Plan

WHEREAS, the U.S. Congress approved and President Biden signed into law the American Rescue Plan Act ("ARP" or "ARPA") on March 11, 2021 for the purpose of providing stimulus to speed America's recovery from the health and economic effects of the COVID-19 global pandemic, and

WHEREAS, ARPA provides \$5 billion for the HOME Investment Partnership Program American Recovery Plan ("HOME-ARP"), to be administered by the U.S. Department of Housing and Urban Development (HUD) to provide funding to HOME Participating Jurisdictions to reduce homelessness and increase housing stability, and

WHEREAS, HUD has notified the City of Ithaca of a one-time allocation of HOME-ARP funds in the amount of \$1,211,929, and

WHEREAS, the Participating Jurisdiction may utilize up to 15% of HOME-ARP funds for administration and planning activities, and

WHEREAS, the City has contracted with the Ithaca Urban Renewal Agency (IURA) to administer, implement and monitor the City's HUD Entitlement program in compliance with all applicable regulations, and

WHEREAS, the Human Services Coalition of Tompkins County (HSC) is the lead agency of the Ithaca/Tompkins County Continuum of Care (CoC) that coordinates the local homeless response system and

WHEREAS, the HSC seeks to engage consulting services to develop a CoC strategic action plan to identify and prioritize the most impactful actions and investments in facilities and services to address homelessness and housing instability, and

WHEREAS, Tompkins County has indicated interest in partnering with the City to provide funding to the HSC to develop a CoC Strategic Action Plan, and

WHEREAS, a planning activity is an eligible use of HOME-ARP and HOME funds, and

WHEREAS, yet-to-issued final HOME-ARP implementation regulations are anticipated to require PJs to submit a HOME-ARP allocation plan as a substantial amendment to the 2021 Action Plan, and

WHEREAS, the HOME-ARP allocation plan will require identification of unmet needs and gaps in the homeless response system and proposed use of HOME-ARP funds to address unmet needs, and

WHEREAS, the IURA Neighborhood Investment Committee considered this matter at their August 13, 2021, meeting and recommended the following action; now, therefore, be it

RESOLVED, that the IURA hereby allocates up to \$10,000 to procure of independent consultant services to prepare a CoC Strategic Action Plan, and be it further

RESOLVED, that IURA Chair is hereby authorized, upon review of IURA legal counsel, to execute an agreement with the Human Services Coalition of Tompkins County to secure professional consulting services legal services to prepare a CoC Strategic Action Plan, and be it further

RESOLVED, that the source of such funds shall be derived from the following sources in the following rank order of preference:

1. Funding request to City of Ithaca for ARPA Local Fiscal Recovery Funds
2. City of Ithaca HOME-ARP award
3. 2021 HOME award, and be it further,

RESOLVED, that such funding is contingent upon a match of at least \$10,000 from Tompkins County for the purpose of supporting the CoC's strategic action plan.

Approved 5-0.

B. Discussion

1. Updates on selected funded activities

INHS' final report on Emergency Rental Assistance Program (ERAP) showed majority benefit accrued to very low- and low-income persons. INHS deployed a substantial amount of its own funds (approximately \$20K) to administer the program.

AMI

0-30%	28	71.79%
30-50%	10	25.64%
50-80%	1	2.56%
>80%	0	0.00%

Race

Black/African American	13	33.33%
White	22	56.41%
Asian	2	5.13%
Black & White	0	0.00%
Amer. Ind./Alaska Native	0	0.00%
Nat. Hawaiian/Other Pac. Isl.	0	0.00%
Other Multi-Racial	2	5.13%
Asian & White	0	0.00%

The Salvation Army CDBG-CV Emergency Mortgage Assistance had been long delayed; has gotten underway. SA is partnering with INHS and others who can help connect them to those in need. The Salvation Army's internal hierarchy took some time to approve the contract. Graham noted that it may be useful for Board reviewers to ask Action Plan funding applicants about their national process prior to funding decisions.

The Learning Web's Executive Director, Daniela Barron, has left the agency. Rick Alvord is taking over duties as interim ED. There is a search in progress to replace the

retiring OAR Executive Director, Deb Dietrich.

2. Committee Member requests for future presenters, interest items, and updates
Members expressed interest in the following:
 - How many HETP graduates
 - Update on current conditions at Nate's Floral Estates.
 - Finger Lakes ReUse -- future plans? Maybe a presentation.

VI. Other Business

A. IURA Grant Summary

Mendizabal reached out to several agencies to discuss progress in spending down and reaching their contract extension dates. Slow-moving ones continue to be mainly those in the housing domain (e.g. CCTT Security Deposits) and until the Eviction Moratorium is lifted, it is unlikely these could be spent down faster.

Child Development Council's CDBG-CV project has proved a challenge from the monitoring/accounting standpoint, since the in-home childcare providers tend to submit many receipts in very small amounts. Mendizabal mentioned that our HUD Buffalo Representative inquired about this project in particular. Mendizabal described to her the meticulous checking that is done by the IURA Contracts Monitor and Accountant (Charles Pyott and Kimberly Cook) to ensure there are no non-compliant or duplicative expenses.

B. Staff Report

Mendizabal acknowledged the hard work and excellent work product of Contracts Monitor Charles Pyott. The pandemic has brought additional funding to the community, which has been very much needed. At the same time, the compliance demands are higher than ever with this separate stream of funding (CDBG-CV) and the number of funded projects and CDBG-CV funded projects in our pipelines, along with the other work that IURA takes on. Though Charles in particular has worked many extra hours, the volume of work is such that some CDBG-CV projects anticipated for Summer 2021 have been pushed back. We can expect more of the same as ARPA funding comes our way (anticipated in Fall, seemingly delayed somewhat).

VII. Motion to Adjourn

Adjourned by consensus at 10:05 a.m.

ONLINE MARKET DISCOUNTS FOR LMI/SNAP CUSTOMERS

ITHACA FARMERS MARKET

CDBG-CV

TODAY'S DATE: SEPT. 10, 2021

USES & SOURCES

USES	SOURCES						TOTAL PROJECT COSTS
	MATCHING FUNDS	MATCHING FUNDS	MATCHING FUNDS	MATCHING FUNDS	MATCHING FUNDS	CDBG/ HOME	
	(identify below)	(identify below)	(identify below)	(identify below)	(identify below)		
SNAP customer discounts – 60% 450 transactions @ \$50 = \$22,000 x .6 discount = \$13,500						\$13,500	\$13,500
Bags for customer orders \$70/case x 2 cases (500 bags)						\$250	\$250
Folding Table for distribution sites					IFM - \$40		\$40
Promotional Materials printing Post cards/posters					IFM - \$300	\$318	\$618
Promotional materials design – Nicole Rossi					Volunteer \$300		\$300
Program Coordinator (to be hired) – 40 weeks x \$225 per week = \$9000 Outreach & weekly distributions; may include delivery					IFM - \$4000	\$5000	\$9000
Market Manager (Kelly Suave) – manages on line orders and website; supervises coordinator; assists with outreach (6 hrs/week x 40 wks x\$22/hr) = \$5280					IFM - \$5280		\$5280
Market volunteers (outreach, delivery, drop site distributions) 2 vol x 3 hrs/week x 40 wks x \$28/hr (Independent Sector – value of vol labor) = \$6720					Volunteers \$6720		\$6720

Market Executive Director (Anton Burkett) – program accounting, reporting, IURA liaison - \$1000 (40 hours over project life)					IFM - \$1000		\$1000
TOTAL:					\$17,640	\$19,068	\$36,708

Use this table to show all uses and sources of funds for your project as a whole. The table should list: (1) all individual sources (and whether they are Federal, State, Local, or Private) of funds, including CDBG/HOME funds, and dollar amount(s) for each; and (2) all uses of funds (e.g., administration, supplies, rent, salary/fringe, stipends, acquisition, rehabilitation, construction, financing, professional fees) associated with the project. The total sources of funds must equal the total uses of funds. Costs intended to be paid with HUD funds (HOME/CDBG) must be eligible costs, per HUD regulations. Only list amounts of funding that have been firmly *committed*. Please be as specific and detailed as possible when identifying both uses and sources. Adjust or add to the table as needed.

ONLINE MARKET DISCOUNTS FOR LMI/SNAP CUSTOMERS

ITHACA FARMERS MARKET

CDBG-CV

DATE: SEPT. 10, 2021

REQUIRED DOCUMENTS

① **USES & SOURCES:** Updated statement of sources of all funding which will be used to directly implement project/program and uses of these funds, including confirmation or revision of your application's original projected availability of Matching Funds of: \$17,640.00.

Overview of Budget Revisions

We are not changing in the overall budget request and match, only a slight shift in allocation of funds based on more realistic projections.

Grant request total \$19,068

Match total \$17,640

Changes in budget:

- 1) Funds to cover cost of 60% discount for SNAP shoppers – originally \$14,000 to \$13,500 – drop is due to change in number of markets during which program will be operating and anticipated weekly transactions reduced to be more realistic
- 2) Promotional costs – the original budget did not have any money allocated for printing flyers and post cards that will be distributed at various pantries, agency and organization partner locations – we have reallocated some funds from the original supply line (\$1260) to printing (\$318 grant amount; \$300 IFM match)
Originally \$1260 for supplies included tables and tents which we do not now need because we will be hosting the pick-up sites at indoor locations in winter; a table is still included as match.
We also reduced the amount of bags for bagging online orders to be more in line with what we will need - 2 cases of 250 instead of 10 cases of 250 bags originally.
- 3) Staff time: market staff time and volunteer time shifted because we are now operating the project over 40 weeks of market instead of 28.
Additionally, given that the project will involve a significant amount of outreach to inform SNAP and LMI city residents about the discount opportunity when shopping on line or in person at IFM, we have upped the budget amount for the staff who will be doing the bulk of the outreach, and coordinating the delivery of orders to drop sites. This person will be the key contact for the customers and for drop off/delivery arrangements. The original amount for the Staff coordinator from the grant was \$3808, we upped that to \$5000 (from the supply line balance and the \$500 reduction in discounts); Additionally, IFM will be paying the balance of the person's salary (\$4000) as match. Originally there was no IFM match identified for this position. To make this a more viable position we have budgeted a total of 15 hours a week to the project for 40 weeks at \$15/hour for a total of \$9,000 (\$5000 grant/\$4000 match). This corresponds to a reduction in part time helpers identified in the original grant.

② **PROJECT/PROGRAM SCHEDULE:** Updated detailed project/program schedule with quarterly milestones identified and an accurate end-date.

Overview of Project Revisions

We are shifting the originally proposed project timeframe from an April 2021 start date to November 2021 start date and the end date for the project will be December 31, 2022. This shift is justified for 2 reasons: the COVID Delta variant is on the rise and consumers are once again seeking online and socially distanced shopping alternatives; and the project will be executed during the winter market season and carry into summer 2022 giving more time for the overall outreach and implementation.

The project is envisioned to provide a 60% discount to LMI/SNAP shoppers using the online market shopping option. This is an increase from the original 40% discount we had proposed. The higher discount will provide a greater incentive for LMI/SNAP city residents to shop via the online market option using SNAP. The online shopping discount opportunity will be offered January to March at the winter market and extend into April and May. At the end of May we will assess our ability to continue to offer discounts in summer based on the money remaining for this purpose.

From June to the end of the 2022 season, the focus will be on promoting SNAP use at in person markets downtown and at Steamboat Landing. We do not plan to continue to offer the online shopping alternative once the summer season is in full swing because our experience this season is that online shopping dropped to a trickle because farmers were selling their products at market once customers had returned and thus had little to offer via the online market format. We will however continue to offer the discount as an incentive to shop in person. The NY Fresh Check Program currently offers a 40% discount for market in person shopping using SNAP. With the remaining IURA grant funds we will offer an additional 20% per \$5 SNAP transaction, therefore continuing the 60% offer to SNAP and LMI customers.

Outreach and promotion: A component of the program that was missed in the earlier application was the need for promotion and outreach to encourage LMI/SNAP participants to take advantage of the opportunity for market shopping using SNAP. This is being addressed in this updated plan by working with partner organizations to conduct in person outreach and provide posters and post cards to be distributed at GIAC, Southside, Catholic Charities, DSS, FDN, Loaves & Fishes, Village at Ithaca, Pantries (Immaculate Conception, Salvation Army, No Mas Lagrimas, First Baptized Church, TC Action). Outreach and promotion will be an important part of the work of the project coordinator and market manager and will be the key to getting folks to shop via the online shopping options and receive the discount for SNAP use. Posters and post cards will provide information and instructions on how to access the discount.

Drop off sites for online shopping will be coordinated with No Mas Lagrimas operating at West Village and Henry St. John building in Ithaca. Other sites in the City being considered for online order pick up are: GIAC after school – central; IHA and INHS housing complexes (in collaboration with Friendship Donation network) – northside. Delivery may be an option if a customer is not able to pick up orders at these sites.

As with outreach and promotion, managing the drop sites ensuring shoppers can easily access the products they order will be a key function of staff and volunteers who will assist especially if delivery is needed.

There is no shift in the goals of the program to encourage more LMI/SNAP recipients to shop at the Ithaca Market and benefit from an increase in fresh, local, healthy foods in their diets. Farmers benefit from reaching a new customer base, and federal dollars are spent on local fresh foods instead of with major retailers. Additionally, stronger relationships will be built between IFM Friends of the Farmers Market (new IFM non-profit) and organizations serving members of our community that are at risk for food insecurity. This program will help launch future partnerships to address the problem.

Project Timeline

Month	Activity	CBDG funds	% of budget
November 2021	Project Team meets to initiate project; develop coordinator job description; meet with designer to develop outreach/promotional materials (poster, post card, incentive coupon); develop schedule for outreach at pantries, and community groups		
December 2021	Market manager recruits vendor participation for winter market/online market; Online website is populated with product choices and includes information about the 60% discount on purchases using SNAP (food products only); Produce drop sites firmed up with partner organizations; Recruit and hire staff as needed for outreach support.	\$318 printing; \$250 bags	
January 2022	Program outreach begins at community locations and pantries. Online shopping alternative with discount begins at winter market.	\$500 – coordinator	
February	Outreach and online shopping continues with weekly deliveries at drop sites or direct to homes if needed.	\$500 coordinator	
March	Outreach and online shopping continues to end of March, Evaluate winter program impacts and make adjustments. Make plans for outreach and online shopping for spring months based on remaining funds for incentives.	\$500 coordinator	
April	Outreach and online shopping continue.	\$500 coordinator	
May	Outreach and online shopping continue to end of month; Make plans for program promotion during the summer for in-person market shopping using SNAP.	\$7.500 in discounts; \$500 coordinator	

June	Promote summer market in-person shopping using SNAP - – adjust discount amount as needed based on remaining funds	\$500 coordinator	
July	Promote summer in-person shopping using SNAP	\$500 coordinator	
August - October	Continue promotion to shop in-person at market until grant funds are exhausted.	\$6,000 in discounts; coordinator \$1,500 (based on hrs work)	
November	Program concludes. Evaluation.		
December 2022	Final report; Make plans for program modification and continuation in 2023 to encourage SNAP use at IFM.		100%

③ **PROJECT/PROGRAM GUIDELINES:** Written project/program guidelines, including project/program design, eligibility requirements, outreach and application process, and related procedures.

Guidelines for receiving incentives from this grant to use when shopping at Ithaca Farmers Market:

- SNAP eligibility as evidenced by a SNAP card used to purchase products
- Participant who may not be signed up for SNAP but is a regular shopper at one of the downtown food pantries, Loaves & Fishes, or Salvation Army.
- Participant who lives in Section 8 housing as evidenced by address

④ **WORKERS’ COMPENSATION & DISABILITY INSURANCE:** Proof of Workers’ Compensation and Disability Insurance coverage for employees of: Ithaca Farmers Market.

⑤ **BOARD RESOLUTION:** Board resolution from your organization authorizing execution of project/program funding agreement and funding amount.

□ [TEMPLATE E-MAILED WITH LETTER] – Sept. 8 IFM board meeting

⑥ **AGREEMENT REVIEWER:** Name and contact information (with e-mail) of staff person, attorney, or third-party who will review funding agreement for the project/program on your organization’s behalf.

Monika Roth, Market Advisor, 111 Worth St. Ithaca NY 14850
mr55@cornell.edu – 607-273-1723

⑦ **BOARD MEMBERS LIST:** Current list of your organization’s Board members.

David Stern, President
 Crystal VanGaasbeck, Vice President
 Robert Tuori, Secretary

Breanna Jones – community member
Magnolia Aniza-Nieto – community member
Max Buckner - vendor
April West - vendor
Jan Norman - vendor
Dennis Hartley - vendor

⑧ COMMUNITY HOUSING TRUST PROGRAM GUIDELINES: Written Community Housing Trust program guidelines. — ONLY IF APPLICABLE – **Not applicable**

**IURA Neighborhood Investment Committee
Proposed Resolved (to be converted to Resolution)
September 10, 2021**

CDBG-CV Project: Ithaca Farmers Market - Online Market Discount for SNAP/LMI Customers

RESOLVED, the IURA authorizes the following modifications to the Ithaca Farmers Market Online Market Discount for SNAP/LMI Customers:

- _____
- _____
- _____

HOME Identification of Definition of Income Policy

Ithaca Urban Renewal Agency

In compliance with the provisions of §92.203 of the 2013 HOME final rule, it shall be the policy of the Ithaca Urban Renewal Agency to define “annual income” for the purpose of determining income eligibility as follows:

- For all Tenant-Based Rental Assistance (TBRA) projects and activities, “annual income” means adjusted gross income as defined for purposes of reporting under Internal Revenue Service Form 1040 series for individual Federal annual income tax purposes.
- For all other HOME projects and activities, including new construction, rehabilitation, rental, homeowner, and homebuyer assistance projects, “annual income” means the definition of income found at 24 CFR 5.609 (also known as the “Part 5” definition), except that when determining the income of a homeowner for an owner-occupied rehabilitation project, the value of the homeowner’s principal residence shall be excluded from the calculation of Net Family Assets, as defined in 25 CFR 5.603.
- In all situations, “anticipated income” refers to scheduled changes in income. Examples include scheduled increases or decreases in wages, benefits (e.g., Social Security), or cost of living. “Anticipated income” does not refer to or include “potential income” or income changes that could develop but are latent, theoretical, or dependent on a triggering action that is not scheduled. Potential income is not to be considered in calculation of anticipated income.
- Temporary, nonrecurring, or sporadic income is not to be considered in calculation of annual income.

END

**IURA Neighborhood Investment Committee
Proposed Resolution
September 10, 2021**

HUD Entitlement Program — HOME Definition of Income Policy

WHEREAS, §92.203(c) of the 2013 HOME final rule requires participating jurisdictions (PJ) to select only one definition of income for each HOME-assisted program or rental project, and

WHEREAS, pursuant to an executed agreement dated 2/14/13, the City of Ithaca authorized the IURA to act as lead agency to plan, administer, implement and monitor HUD Entitlement grant funds awarded to the City of Ithaca, and

WHEREAS, the IURA, acting in its capacity as lead agency on behalf of the City of Ithaca, adopted the IURA Neighborhood Investment Committee-recommended HOME Definition of Income Policy dated February 13, 2015, and

WHEREAS, IURA staff have prepared updates to the Definition of Income Policy based upon standards and practices established by HUD, and

WHEREAS, the IURA Neighborhood Investment Committee reviewed and discussed this draft policy at its September 10, 2021, meeting, and recommend the following; now, therefore be it

RESOLVED, that the IURA, acting in its capacity of lead agency on behalf of the City of Ithaca hereby adopts the revised HOME Definition of Income Policy, dated September 7, 2021.

