



Ithaca
Urban
Renewal
Agency

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

AGENDA

IURA Neighborhood Investment Committee (NIC)

8:30 am, Friday, January 10, 2020

Third Floor Conference Room

City Hall, 108 E. Green St., Ithaca, NY 14850

- I. **Call to Order**
- II. **Changes/Additions to Agenda**
- III. **Public Comment**
- IV. **Review of Minutes – November 2019**
- V. **New Business**
 - A. **Action Item – Resolution** - 2019 Action Plan Project #3 — 2018 HUD Entitlement Program – 402 S. Cayuga Street (CHDO) – Reduction of Minimum Cash Contribution for 2-Bedroom Townhome
 - B. **9:00 a.m. – Update and Discussion** - 2019 Project #9 – Ithaca ReUse Center Acquisition with Diane Cohen, Executive Director.
 - C. **NI Organizational Meeting for 2020 HUD Entitlement Program Action Plan**
- VI. **Other Business**
 - A. IURA Grant Summary
 - B. Staff Report
- VII. **Motion to Adjourn**



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.

DRAFT MINUTES

**ITHACA URBAN RENEWAL AGENCY (IURA)
NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)
8:30 A.M., Friday, November 8, 2019
Third Floor Conference Room, City Hall, Ithaca, NY**

In attendance: Karl Graham, Chair; Tracy Farrell, Teresa Halpert.

Excused: Fernando de Aragón; Paulette Manos.

Staff: Anisa Mendizabal; Nels Bohn.

Guest(s): Sue Chaffee, Immigrant Services Program and Renee Spear, Executive Director, Catholic Charities of Tompkins/Tioga.

I. Call to Order

The Chair called the meeting to order at 8:36 a.m.

II. Changes/Additions to Agenda

The Chair indicated Agenda items would be reordered if needed to accommodate the presenter.

III. Public Comment

None.

IV. Review of Minutes – October 2019

Moved by Farrell, seconded by Halpert. Approved 3-0.

V. New Business

- A. **Update and Discussion – 2019 Project #16 –Immigrant Services Program (ISP) with Sue Chaffee, Program Director, and Renee Spear, Executive Director of Catholic Charities of Tompkins/Tioga (CCTT).**

The Committee was particularly interested in learning more about the NYS Office for New Americans (ONA) grant that ISP received in 2019. Chaffee reported that ISP has just finished the second quarter of that grant. The ONA Grant requires that ISP provide services which involve a legal component. ISP has so far completed 50 citizenship applications for adults and for children of naturalized parents. ISP has monthly legal consultations with two immigration attorneys.

In addition to these services, Ms. Chaffee gave a sense of the myriad and varied needs of those she serves, along with the complex learning and steps involved for ISP in trying to meet those needs. Examples include: Special immigrant juvenile status court proceedings; aiding three people with family ties in Ithaca who were detained at the

southern border; financial literacy; domestic violence; forms and documentation of all kinds; connection to translation needed for complex cases; working with other area service providers to adapt presentations to the language needs of immigrant groups, and more.

Requirements for citizenship have changed rapidly in the past few years. For example, a common form required of those applying for citizenship has grown from two pages to twenty-five pages. In addition, there is now a much heavier burden on LMI immigrants who wish to sponsor family members. New requirements (one currently under court-ordered injunction) include mandatory insurance coverage of the immigrating family member from Day 1 in the U.S.; transcripts from all schools attended; and an extreme increase in fees (for example, citizenship certificates for children of green-card holding parents have increased from \$600 to \$1170. ISP used to be able to pay \$300, or half, of the fee, but new total cost puts this certificate out of reach for most everyone served). The greater the burden on those immigrating, the greater the burden on agencies helping them, and the harder it is to maintain a grant like ONA which requires service providers to serve large numbers of people.

ISP has helped almost all of the individual members of Ithaca's Keren and Burmese community.

Graham asked if Cornell's Law School provides any services to the local immigrant population. Answer: Cornell Law takes a few cases per year.

The Committee wondered about the working relationship with Cornell, and Chaffee acknowledged that at times ISP and Cornell are at cross-purposes in terms of ISP meeting the requirements of the ONA grant. This has been difficult and frustrating, especially considering ISP's continuing services to Cornell's immigrant population for services that fall outside of what Cornell provides. Chaffee would like the two organizations to work more collaboratively. Asked about Ithaca College, Chaffee indicated that IC does not have the same scale of need as Cornell, in terms of employee or student immigrants.

The ONA grant is a one-year grant with an opportunity to renew for one more year, as long as service targets are met. In order to maximize ISP's ability to meet the numbers required, they have been doing intensive outreach (radio and bus advertisement campaigns) and hired a member of the Keren community (and former recipient of ISP services) to do outreach, which has been invaluable.

ISP works with sponsors of numerous other IURA-funded programs to extend the services provided through their program and to help immigrants get settled and working in Ithaca.

- B. **Action Item – Resolution** - 2018 Action Plan — Authorize Assignment to Cayuga Flats, LLC from INHS of Loan Funding to the Cayuga Flats Project (2018 Project #7 & CD-RLF #45)

Bohn discussed details relating to the proposed resolution. Committee members wanted to know about the LLC. Did INHS do this with the Breckenridge development? Bohn: Yes,

and also with Stone Quarry. They've done this different ways. Since nonprofits can't take advantage of Low Income Housing Tax Credits, there must be a for-profit entity created. INHS creates an LLC, which will own the project, then there is Cayuga Flats *Inc.* (to De Aragón's point).

Bohn further explained that when INHS comes to IURA during the Action Plan application phase, they don't know whether they will get the LIHTC funding, so therefore they don't have an LLC set up, or have a name for the LLC, and so on. Those pieces are put into place after the LIHTC application has been approved.

A Committee member asked: Are there tax abatements? Answer: Not automatically.

The project will be taxable because INHS (a nonprofit) will convey ownership to the LLC (a for-profit entity).

In sum, IURA provided the funding to INHS. HUD allows project sponsors (such as INHS) to the assign Entitlement funds awarded it to their LLCs. Part of the purpose of this resolution is to document the process explicitly, which will be helpful as time goes by. Staff often refer to past resolutions for detail about complex projects, and these resolutions are helpful for contract monitoring.

Bohn departed at 9:52 a.m.

**2018 Action Plan — Authorize Assignment to Cayuga Flats, LLC from INHS
Of Loan Funding to the Cayuga Flats Project
(2018 Project #7 & CD-RLF #45)**

WHEREAS, the IURA approved a total of \$228,662 in CDBG and HOME loan assistance to Ithaca Neighborhood Housing Services, Inc. (INHS) for the Cayuga Flats project (formerly known as INHS Scattered Site Preservation Phase 2) to reconstruct or rehabilitate 29 rental housing units at the following locations:

- 203-209 Elm Street
- 111 W. Clinton Street
- 406 S. Plain Street
- 227 S. Geneva Street 502 W. State Street, (Project) and

WHEREAS, \$128,662 in CDBG loan funding issued to INHS in 2017 has been expended to support predevelopment expenses for the project and \$100,000 in HOME CHDO set-aside funding is earmarked for the project in the 2018 Action Plan, and

WHEREAS, INHS has been allocated Low-Income Housing Tax Credits (LIHTC) to financially assist the project that requires establishment of a for-profit ownership entity to take advantage of tax credits, and

WHEREAS, INHS proposes to create Cayuga Flats, LLC, a for-profit entity to own the Cayuga Flats project, and

WHEREAS, the sole managing member of Cayuga Flats, LLC will be a wholly owned subsidiary of INHS, thereby satisfying HOME CHDO set-aside requirements that the rental housing project is "sponsored" and effectively controlled by the CHDO, and

WHEREAS, INHS requests assignment of the CDBG loan and HOME funding award from INHS to Cayuga Flats, LLC, and

WHEREAS, at their October 11, 2019 meeting the Neighborhood Investment Committee reviewed this matter and recommended the following action; now, therefore be it

RESOLVED, that the IURA hereby approves assignment of the CDBG loan and HOME funding award for the Cayuga Flats project (formerly known as INHS Scattered Site Preservation Phase 2) from INHS to Cayuga Flats, LLC, and be it further

RESOLVED, that the IURA Chair is hereby authorized, subject to review by IURA legal counsel, to execute an amended CDBG loan agreement and a new HOME loan agreement to implement this resolution.

Graham motioned to approve; Farrell seconded. Carried 3-0.

VI. Other Business

A. IURA Grant Summary

Neighbor to Neighbor is expected to need an extension due to ongoing organizational transition to the fiscal umbrella of Cornell's Center for Transformative Action. FLIC seems to be doing well identifying in-City beneficiaries.

B. Staff Report

Mendizabal updated Committee on outreach efforts.

VII. Motion to Adjourn

Meeting adjourned by consensus at 10:03 am.

HOME Homebuyer Program Policies Ithaca Urban Renewal Agency

§92.254(f) of the 2013 HOME final rule requires the participating jurisdiction to adopt written policies for:

1. Underwriting standards for homeownership assistance that evaluate housing debt and overall debt of the family, the appropriateness of the amount of assistance, monthly expenses of the family, assets available to acquire the housing, and financial resources to sustain homeownership;
2. Responsible lending, and
3. Refinancing loans to which HOME loans are subordinated to ensure that the terms of the new loan are reasonable.

HOME Homebuyer Program Objectives

HOME funds allocated for homebuyer assistance are intended to create an ongoing resource to assist low- and moderate-income homebuyers overcome obstacles to achieve and sustain homeownership in the City of Ithaca. A low- and moderate-income homebuyer is defined as a household earning 80% or less of the area median income adjusted for household size. HOME financial assistance provides subordinate mortgage loans to assist with purchase and closing costs. HOME funds are intended to leverage conventional mortgage loans, homebuyer equity and other funding sources.

Homeownership provides housing stability, independence, and an opportunity for homebuyers to build assets that may be used to invest in education, weather a financial crisis or pass on to succeeding generations. Providing homebuyer assistance benefits the entire city by increasing the number of financial stakeholders in the long-term viability of their neighborhood and community and allowing people to live close to their workplace and access goods and services with less dependence on automobile ownership.

The following program policies apply to HOME funds awarded for homebuyer assistance:

Underwriting Standards for Homeownership Assistance

Homebuyer assistance loan underwriting shall minimally consider the following factors:

- Eligibility of homebuyer;
- Eligibility of home to be purchased;
- Borrower's credit history;
- Housing debt to household income;
- Total debt to household income;
- Amount of assistance requested;
- Assets available to acquire housing;
- Sources of income needed to sustain homeownership;

Eligible homebuyers must:

- Have household incomes at or below 80% of the area median income, adjusted for household size; and
- Complete a pre-purchase homebuyer education program sponsored by Ithaca Neighborhood Housing Services, Inc. or other education program for first-time homebuyers approved by the IURA that meets the National Industry Standards for Homeownership Education and Counseling or those of comparable quality as established by other organizations.

Eligible homes must:

- Be located within the City of Ithaca;
- Be a one- to four-family residence, condominium unit, limited equity cooperative unit, or homes on leased land owned by land trusts. Homes with an accessory dwelling unit are eligible;
- Be occupied as the homebuyer's principal residence; and
- Not exceed 95% of the median value of comparable homes in the City of Ithaca.
- Be decent, safe (including meeting lead-based paint requirements at 24 CFR 35), sanitary and in good repair as determined by physical inspection and meet the standards for legal occupancy by the City of Ithaca. In the event of health and safety deficiencies, such deficiencies must be budgeted in with the purchase price and corrected within six months of purchase; and

Credit Report – A credit history report shall be required for each loan application, though underwriting shall not rely solely on credit scores to determine credit worthiness as flexibility shall be retained to examine extenuating circumstances. The report must cover at least two years of credit history and cannot be more than 90 days old. A credit score may also be obtained and evaluated. The applicant must explain all derogatory remarks in the credit report. A credit score of less than 600 generally indicates heightened credit risk.

Debt to Income Ratios – The following maximum debt to income ratios are hereby established for homeownership loans:

- 37% housing debt to income (housing debt includes principal, interest, taxes & insurance aka PITI); and
- 42% total debt to income.

Maximum debt to income ratios should consider characteristics of the home to be purchased that may reduce operating expenses. For instance, EnergyStar certified homes use 15%-30% less energy than home built to the current energy code. Similarly, homes with alternative energy facilities installed at the property may reduce energy expenses.

Maximum Amount of Assistance – The maximum amount of assistance shall be limited to the minimum amount of assistance needed to close the gap for borrower to qualify for sufficient private financing to purchase a home, up to a maximum of \$40,000 per assisted household, unless specifically waived by the IURA.

Homebuyer Contribution – Homebuyers must provide a minimum of \$2,500 toward the down payment and closing costs of the home purchase, unless a reduced homebuyer contribution is approved by the IURA based on extenuating circumstances. A homebuyer’s contribution of volunteer time through a nonprofit-sponsored sweat equity housing program may be accepted in lieu of a minimum cash contribution.

Assets – If an income-qualified applicant possesses liquid assets available for home purchase equal to 40% or more of the purchase price plus closing costs, then underwriting shall consider all relevant circumstances to determine if HOME loan assistance is necessary and appropriate to achieve sustainable homeownership on a case-by-case basis.

Loan Terms – The interest rate, term, repayment and amortization shall be established to achieve long-term homebuyer affordability consistent with creating an ongoing resource to assist future homebuyers. All approved loans shall conform to the PJs applicable resale/recapture provisions.

Responsible Lending

To ensure that HOME-assisted homebuyers obtain mortgage loans that they have the ability to repay:

- All HOME Homebuyer loans shall be structured to assure long-term affordability by the homebuyer if household income remains stable.
- HOME homebuyer loan underwriting shall consider the amounts and terms of all debt, including revolving, student loans, liens and mortgage debt, when considering homebuyer qualifications, purchase affordability and homebuyer’s ability to repay such debt and sustain homeownership.

Nondiscrimination and Equal Opportunity – No loan applicant shall be discouraged from or denied the ability to apply for credit because of race, color, religion, national origin, sexual preference, sex, marital status, physical limitations or age. The approval or denial of an application for credit shall be based solely upon the underwriting standards without regard to race, color, religion, national origin, sexual preference, sex, marital status, physical limitations or age.

Resubordination of HOME Debt in Event of Refinancing of Private Debt

HOME debt must not be subordinated to new debt unless:

- New debt results in a reduction in monthly loan payments, or
- New debt is used to enhance the condition of the home and overall debt remains affordable to sustain homeownership.

END

IURA Neighborhood Investment Committee
Proposed Resolution
January 10, 2020

**HUD Entitlement Program –2019 Action Plan #3 - 402 S. Cayuga Street (CHD0) - Reduction of Homebuyer
Minimum Cash Contribution for 2-Bedroom Townhome**

Whereas, §92.254(f) of the 2013 HOME final rule requires the grantee to adopt written policies for:

1. Underwriting standards for homeownership assistance;
2. Responsible lending;
3. Refinancing loans to which HOME loans are subordinated; 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, on 2/27/14, the IURA adopted homebuyer policies developed in consultation with Ithaca Neighborhood Housing Services, Inc., who has operated a homebuyer education and lending program for over 20 years, and

Whereas, IURA's Homebuyer Policies specify a fixed amount of \$2,500 for the homebuyer's standard minimum contribution, and

Whereas, INHS policies set 2% of the purchase price as its standard minimum homebuyer contribution, and

Whereas, according to HUD CPD Notice 18-09, Participating Jurisdictions' Homebuyer Program Policies may set either a fixed amount or a percentage of a the total purchase price as the homebuyer's standard minimum contribution, and

Whereas, 2% of the \$115,000 anticipated purchase price for the affordable 2-bedroom townhome at 402 S. Cayuga Street yields an INHS minimum homebuyer contribution of \$2,300, and

Whereas, this unit's INHS minimum homebuyer contribution is \$200 less than the IURA-specified minimum homebuyer contribution, and

Whereas, IURA's HOME Homebuyer Program Policies allow for a reduced homebuyer contribution, if approved by the IURA based on extenuating circumstances, and

Whereas, the smaller of the two standard minimum homebuyer contributions will increase benefit to a low-to moderate-income homebuyer, therefore be it

Resolved, that per its HOME Homebuyer Policies adopted 2/27/14, IURA hereby reduces the standard minimum homebuyer contribution from \$2,500 to \$2,300 for the 2-bedroom townhome at 402 S. Cayuga Street.



108 E. Green St.
Third Floor, City of Ithaca (City Hall)
Ithaca, NY 14850
Tel: (607) 274-6565 | Fax: (607) 274-6558

MEMORANDUM

To: IURA Members
Date: December 16, 2019
From: Anisa Mendizabal, Community Development Planner
Subject: Organizational Meeting – 2020 Annual Action Plan, HUD Entitlement Program

1. The Organizational Meeting for the City of Ithaca HUD Entitlement Program 2020 Annual Action Plan for will occur at the IURA's December meeting, in fulfillment of the statutory requirement.

Attached are documents we will refer to in this meeting.

2. The 2020 City of Ithaca HUD Entitlement Grant Draft Action Plan Schedule: The Action Plan cycle includes several special meetings, including the following four for the IURA:

Thursday, March 13, 2020 from 8:30 – 11:30 A.M.

Thursday, April 2, 2020 from 8:30 – 11:30 A.M.

Thursday, April 16, 2020 from 8:30 – 11:30 A.M.

Thursday, April 23, 2020 from 8:30 – 11:30 A.M.

* Please also note special meetings for the NI and ED Committees

3. The Mayor's schedule was consulted in the creation of this draft schedule. As ever, quorum may be difficult to secure. Please let me know if any of the dates currently scheduled are not available on your calendar. Similarly, should a conflict arise for you, please reach out to me (AMendizabal@cityofithaca.org) at your earliest convenience; I will then poll members for an alternate date(s), as needed.
4. City of Ithaca HUD Entitlement Program – Overview: 2020 Action Plan Cycle: This document provides a summary of activities and deadlines associated with the Action Planning Process, as well as past and anticipated funding levels.

City of Ithaca HUD Entitlement Program

2020 Action Plan Cycle

The 2019 Action Plan will fund activities in the first program year of the 2019-2023 Consolidated Plan. The 2019 Action Plan will advance the statutory objectives of CDBG and HOME programs and address the goals identified in the 2019-2023 Consolidated Plan.

- Improve & Expand Affordable Housing Options
- Develop Economic & Employment Opportunities
- Remove Barriers to Opportunity
- Strengthen Neighborhoods
- Meet Essential Needs for Food, Shelter and Safety
- Affirmatively Further Fair Housing

Overview of Planning Process: *See Draft 2020 City of Ithaca HUD Entitlement Grant Action Plan Schedule.* The Request for Proposals will be released in early January 2018, followed by two Public Engagement/Information Sessions. Applications will be due **February 28**. Applicants are afforded the opportunity to present their proposals to the IURA in a two-part Public Hearing (**TBC:** March 26 & April 2, 2020). Substantive work for the 2019 Con/Action Plan is to be completed by late April, with anticipated adoption of the Draft Plan by IURA on **April 23**, followed by the 30-day Public Comment Period and Public Hearing. Adoption of the 2018 Action Plan by Common Council is anticipated on **June 3, 2019**.

HUD Submission Deadline for 2018 Action Plan: June 15, 2020. (Please note: Should HUD be delayed in issuing its FY 2020 formula allocations, as it was in 2018 and 2019, HUD will grant the City an additional 60 days—or until August 16, 2020 – to submit the Action Plan.)

Anticipated Response to Request for Applications: Outreach and technical assistance for organizations considering applying for Action Plan funding occurs throughout the Program Year. The type and number of applications anticipated will be discussed at the Organizational Meeting.

Considerations:

- CDBG regulations cap funding for Public Service activities at 15% of the jurisdiction's total CDBG award, except in the case of Public Service activities which include job creation/placement sponsored by a Community-Based Development Organization (CBDO).
- Administrative costs are capped at 20% for CDBG and 10% for HOME.
- HUD is closely monitoring spend-down requirements (i.e. May 31 Timeliness Test).
- Some projects or funded activities require more administrative support than others.

- Sponsors of funded activities will receive orientation to vouchering process.
- If a funded project does not go forward; funding must be reallocated or returned to HUD.

Snapshot of IURA's Historic Funding Levels & Activities

Color codes: Green indicates increase over previous year's award; red indicates decrease.

PROGRAM YEAR	CDBG Award	CDBG % Change from Prior Year	HOME % Award	HOME % Change from Prior Year	FUNDED ACTIVITIES					
					Housing	Econ Dev	Public Fac	Public Svs	Admin	TOTAL
2010	\$890,000		\$574,000		6	1	3	5	2	17
2011	\$743,000	- 17%	\$509,000	- 11%	6	2	2	5	2	17
2012	\$703,000	- 5%	\$487,000	- 4%	4	7	1	4	2	18
2013	\$716,000	+ 2%	\$465,000	- 4%	7	4	6	5	2	24
2014	\$676,000	- 6%	\$442,000	- 5%	6	4	1	4	2	17
2015	\$672,000	- 0.5%	\$369,000	- 17%	8	2	1	5	2	18
2016	\$661,000	- 2%	\$330,000	-11%	8	3	3	5	2	21
2017	\$644,000	- 3%	\$276,000	- 16%	7	5	2	5	3	22
2018	\$686,000	+ 6%	\$369,000	+ 34%	10	5	3	4	3	24
2019	\$688,000	+ 0.5%	\$306,000	-17 %	5	5	0	6	2	18

Anticipated Funding Levels¹: Historically, the City has experienced an incrementally declining allocation of CDBG and HOME funding, due in part to the growing number of entitlement communities and changing federal priorities. Recently, this annual trend has been interrupted and we have seen more volatility (both increases and decrease) instead of a steady decline. To arrive at anticipated levels for the upcoming Program Year, staff calculated average change in both programs over the past ten years. On December 16, 2019, the federal government released information about the *overall* budgets for the CDBG (\$3.4 Billion) and HOME (\$1.35 Billion) Programs for 2020, which allowed staff to further refine estimates for the year ahead, as indicated in the chart below.

CDBG: Average 10-year change of – 3 % (median change= - 2%)

HOME: Average 10-year change of – 6% (median change = - 11%)

	2019 Anticipated Award	2019 Actual Award	Anticipated 2020 Change (Reduction)	Anticipated 2020 Award
CDBG	\$634,000	\$688,000	- 3%	\$668,000
HOME	\$261,000	\$306,000	- 3% ²	\$297,000
Total	\$895,000	\$994,000	-	\$965,000

¹ Does not include Program Income (PI) or funds that may be returned or unused (R/U).

² This figure was updated per release of FY20 Budget Chart for Selected HUD and USDA Programs (12/16/19). Source: National Low Income Housing Coalition.

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2020 CITY OF ITHACA HUD ENTITLEMENT GRANT DRAFT – Action Plan Schedule – DRAFT

MILESTONE	DATE/LOCATION
Organizational Meeting #1	9:00 A.M., Monday, December 23, 2019, IURA Meeting, Common Council Chambers
CALL FOR FUNDING PROPOSALS ISSUED	TUESDAY, JANUARY 7, 2020
Organizational Meeting #2	8:30 A.M., Friday, January 10, 2020, Neighborhood Investment Committee Meeting, 3 rd Floor Conf. Room , City Hall
PUBLIC INFORMATION & INPUT MEETING #1	6:00-7:30 P.M., Tuesday, January 14, 2020, Borg Warner Room (East), Tomkins County Public Library
PUBLIC INFORMATION & INPUT MEETING #2	12:00-1:30 P.M., Wednesday, January 22, 2020, Common Council Chambers, City Hall
CONSULTATION & TECHNICAL ASSISTANCE (BY REQUEST)	Contact Anisa Mendizabal for availability: (607) 274-6553 or amendizabal@cityofithaca.org
FUNDING APPLICATIONS DUE:	NOON, FRIDAY, FEBRUARY 28, 2020
Economic Development Committee Meeting #1	3:30 P.M., Tuesday, March 10, 2020 Common Council Chambers, City Hall
Neighborhood Investment Committee Meeting #1	8:30 A.M., Friday, March 13, 2020 3 rd Floor Conf. Room, City Hall
Neighborhood Investment Committee Meeting #2	8:30 A.M., Friday, March 20, 2020 3 rd Floor Conf. Room, City Hall
IURA MEETING #1 — <u>PUBLIC HEARING #1</u>	8:30-11:30 A.M., Thursday, March 26, 2020 Common Council Chambers, City Hall
IURA MEETING #2 — <u>PUBLIC HEARING #1</u> (CONT.)	8:30-11:30 A.M., Thursday, April 2, 2020 Common Council Chambers, City Hall
Neighborhood Investment Committee Meeting #3	8:30 A.M., Friday, April 10, 2020 3 rd Floor Conf. Room, City Hall
Economic Development Committee Meeting #2	3:30 P.M., Tuesday, April 14, 2020 Common Council Chambers, City Hall
IURA MEETING #3	8:30-11:30 A.M., Thursday, April 16, 2020 Common Council Chambers, City Hall
IURA MEETING #4	8:30-11:30 A.M., Thursday, April 23, 2020 Common Council Chambers, City Hall
IURA Adoption of Draft Action Plan	8:30 A.M., Thursday, April 23, 2020
Draft 2019 Action Plan Available for 30-Day Public Comment Period	12:00 P.M., Friday, April 24, 2020
<u>PUBLIC HEARING #2</u> — Planning & Economic Development Committee of Common Council	6:00 P.M., Wednesday, May 6, 2020
Close 30-Day Comment Period on Draft Action Plan	12:00 P.M., Monday, May 26, 2020
Common Council Approves 2020 Action Plan	6:00 P.M., Wednesday, June 3, 2020

IURA Grants Summary

November 2019

#	ON SCHEDULE	HUD ENTITLEMENT ACTIVITIES	SPONSOR	TOTAL		TOTAL UNEXPENDED	% SPENT
				BUDGET	EXPENDED		
2017 CDBG Activities							
2561	complete	1.0 Chartwell House	Tompkins Community Action	22,000.00	22,000.00	0.00	100%
2562	complete	2.0 2017 Homeowner Rehab	INHS	75,000.00	75,000.00	0.00	100%
2563	complete	6.0 Mini Repair	INHS	26,000.00	26,000.00	0.00	100%
2564	complete	7.0 Hospitality Employment Training Program	GIAC	100,000.00	100,000.00	0.00	100%
2565	canceled	8.0 Ithaca ReUse Center Expansion	Finger Lakes ReUse, Inc.	0.00	0.00	0.00	100%
2566	complete	10.0 Work Preserve Job Training: Job Placements	Historic Ithaca	67,500.00	67,500.00	0.00	100%
2567	complete	11.0 Food Entrepreneurship	CCE of Tompkins County	36,190.01	36,190.01	0.00	100%
2568	ok	12.0 Urban Bus Stop Signage & Amenities	TCAT	25,000.00	20,823.24	4,176.76	83%
2569	complete	13.0 DICC Heating & Roofing Replacement ^{6, 7, 19}	DICC	49,000.00	49,000.00	0.00	100%
2570	complete	14.0 Immigrant Services	Catholic Charities	30,000.00	30,000.00	0.00	100%
2571	complete	15.0 Work Preserve Job Readiness	Historic Ithaca	20,000.00	20,000.00	0.00	100%
2572	complete	16.0 2-1-1 Info and Referral	Human Services Coalition	20,000.00	20,000.00	0.00	100%
2573	complete	17.0 A Place To Stay: Supportive Services	Catholic Charities	15,925.00	15,925.00	0.00	100%
2574	complete	18.0 Housing For School Success: Year #2	ICSD	13,280.00	13,280.00	0.00	100%
2575	complete	19.0 CDBG Admin	IURA	128,882.00	128,882.00	0.00	100%
	complete	22.0 Economic Development Loan Fund	IURA	56,886.24	56,886.24	0.00	100%
	complete	9.0 Harriet Gianellis Child Care Center	Tompkins Community Action	84,200.00	84,200.00	0.00	100%
	complete	Unallocated 2017 CDBG ^{16, 19, 25}	N/A	0.00	0.00	0.00	N/A
Total				769,863.25	765,686.49	4,176.76	99%
2017 HOME Activities							
2767	canceled	3.0 402 South Cayuga Street ¹⁷	Habitat for Humanity	0.00	0.00	0.00	100%
2768	complete	4.0 Housing Scholarship Program ¹¹	The Learning Web	65,592.00	65,592.00	0.00	100%
2769	complete	5.0 Security Deposit Assistance	Catholic Charities	62,700.70	62,700.70	0.00	100%
2770	complete	21.0 828 Hector Street (CHDO) ²³	INHS	41,378.00	41,378.00	0.00	100%
2771	complete	20.0 HOME Admin	IURA	27,565.10	27,565.10	0.00	100%
2807	complete	Unallocated 2017 HOME ^{12, 17, 23, 24}	N/A	0.00	0.00	0.00	N/A
	complete	Home Admin (PI) ²²	N/A	2,448.76	2,448.76	0.00	100%
	ok	Recaptured Funds (HP) ¹⁵	N/A	3,808.14	0.00	3,808.14	N/A
	ok	Unanticipated Program Income (PI) ⁸	N/A	21,545.00	0.00	21,545.00	N/A
Total				225,037.70	199,684.56	25,353.14	89%
2018 CDBG Activities							
6002	NO	1.0 Neighbor to Neighbor Home Rehab	Love Knows No Bounds	40,000.00	0.00	40,000.00	0%
6003	complete	2.0 Chartwell House	Tompkins Community Action	75,000.00	75,000.00	0.00	100%
6004	ok	8.0 Ramp Loan Program	FLIC	25,000.00	19,270.44	5,729.56	77%
6005	ok	9.0 Mini Repair	INHS	32,500.00	29,697.66	2,802.34	91%
6006	ok	11.0 Hospitality Employment Training Program	GIAC	110,000.00	104,110.93	5,889.07	95%
6007	ok	13.0 Volunteer Worker & Job Skill Training	Finger Lakes ReUse, Inc.	71,800.00	29,401.65	42,398.35	41%
6008	ok	14.0 Work Preserve Job Training	Historic Ithaca	67,500.00	37,985.74	29,514.26	56%
6009	ok	16.0 Targeted Urban Bus Stop Upgrades	TCAT	13,500.00	0.00	13,500.00	0%
6010	complete	19.0 Immigrant Services	Catholic Charities	30,000.00	30,000.00	0.00	100%
6011	ok	20.0 Work Preserve Job Readiness	Historic Ithaca	20,000.00	9,765.52	10,234.48	49%
6012	complete	21.0 2-1-1 Info and Referral	Human Services Coalition	20,000.00	20,000.00	0.00	100%
6013	complete	22.0 Housing For School Success Year #3	Ithaca City School District (ICSD)	27,005.00	27,005.00	0.00	100%
6014	complete	23.0 CDBG Admin	IURA	137,214.00	137,214.00	0.00	100%
6015	ok	25.0 Economic Development Loan Fund	IURA	151,052.00	125,000.00	26,052.00	83%
6016	complete	17.0 Final Phase: Heating & Roofing ²⁵	DICC	29,300.00	29,300.00	0.00	100%
6017	NO	18.0 Domestic Violence Center Renovation ²⁵	Advocacy Center	9,960.72	0.00	9,960.72	0%
	ok	Unallocated 2018 CDBG	N/A	2,607.89	0.00	2,607.89	N/A
Total				862,439.61	673,750.94	188,688.67	78%

IURA Grants Summary
November 2019

#	ON SCHEDULE	HUD ENTITLEMENT ACTIVITIES	SPONSOR	TOTAL BUDGET	EXPENDED	TOTAL UNEXPENDED	% SPENT
2018 HOME Activities							
8002	ok	3.0 402 South Cayuga Street	INHS	150,000.00	0.00	150,000.00	0%
8003	ok	4.0 Housing Scholarship Program ²	The Learning Web	65,592.00	33,925.02	31,666.98	52%
8004	complete	5.0 Security Deposit Assistance ^{24,2}	Catholic Charities	48,250.00	48,250.00	0.00	100%
8004a	complete	6.0 Security Deposit Inspections ²⁴	TCA	2,500.00	2,500.00	0.00	100%
8005	ok	7.0 INHS Scattered Site 2 (CHDO) ²⁴	IURA	100,000.00	88,000.00	12,000.00	88%
8006	complete	10.0 Additional Reserve (CHDO) 24, 26	TBD	0.00	0.00	0.00	N/A
8007	complete	Home Admin	IURA	36,880.30	36,880.30	0.00	100%
	ok	2018 HOME Unallocated ²	N/A	12,729.74	0.00	12,729.74	N/A
Total				415,952.04	209,555.32	206,396.72	50%

2019 CDBG Activities							
6022	ok	1.0 Homeowner Rehab	INHS	67,594.32	0.00	67,594.32	0%
6023	ok	2.0 Small Repair Program	INHS	32,500.00	0.00	32,500.00	0%
6024	ok	6.0 Finger Lakes ReUse Job Skills Training	Finger Lakes ReUse, Inc.	95,529.00	0.00	95,529.00	0%
6025	ok	7.0 Work Preserve Job Training	Historic Ithaca	67,500.00	0.00	67,500.00	0%
6026	ok	8.0 Hospitality Employment Training Program	GIAC	110,725.28	0.00	110,725.28	0%
6027	complete	9.0 Ithaca ReUse Center Acquisition	Finger Lakes ReUse, Inc.	100,000.00	100,000.00	0.00	100%
6028	ok	10.0 Economic Development Loan Fund	IURA	107,396.99	18,113.76	89,283.23	17%
6029	ok	11.0 Black Girl Alchemists Public Art Mosaic	CAP	7,500.00	0.00	7,500.00	0%
6030	ok	12.0 Housing For School Success	Beverly J. Martin Elem	15,700.00	0.00	15,700.00	0%
6031	ok	13.0 2-1-1	Human Services Coalition	15,000.00	0.00	15,000.00	0%
6032	ok	14.0 Work Preserve: Job Readiness	Historic Ithaca	20,000.00	0.00	20,000.00	0%
6033	ok	15.0 A Place To Stay	Catholic Charities	20,000.00	0.00	20,000.00	0%
6034	ok	16.0 Immigrant Services	Catholic Charities	25,059.00	0.00	25,059.00	0%
6035	ok	17.0 CDBG Admin	IURA	137,679.40	0.00	137,679.40	0%
Total				822,183.99	118,113.76	704,070.23	14%

2019 HOME Activities							
8011	ok	1.0 Homeowner Rehab	INHS	42,151.58	0.00	42,151.58	0%
8012	ok	3.0 Immaculate Conception School Redeve	INHS	199,900.00	0.00	199,900.00	0%
8013	ok	4.0 Housing Scholarship Program	The Learning Web	70,560.00	0.00	70,560.00	0%
8014	ok	5.0 Security Deposit Assistance-Vulnerable Households	Catholic Charities	64,000.00	3,750.00	60,250.00	6%
8015	ok	18.0 HOME Admin	IURA	30,597.20	0.00	30,597.20	0%
Total				407,208.78	3,750.00	403,458.78	1%

Total Unexpended Funds							
Unexpended CDBG Entitlement Funds						805,451.07	
Unexpended CDBG Program Income Committed to Action Plan Activities						91,484.59	
CDBG Revolving Loan Fund Balance (#02 Bank Balance excluding interest)						296,395.26	
Unexpended HOME Entitlement Funds						635,208.64	
Unexpended HOME Program Income						0.00	
HOME Program Income Unassigned						0.00	
Total Unexpended HUD Funds						1,737,054.97	

1.5 CDBG Spend Down Ratio Analysis (must be less than 1.5 by June 1st of each year):

CDBG Spend Down Ratio = total unexpended CDBG funds/most recent annual CDBG award

Most Recent Annual CDBG Award:	688,397
1.5 x Most Recent CDBG Award:	1,032,596
Current Unexpended CDBG Funds:	1,101,846
Current CDBG Spend Down Ratio:	1.60
Compliance With 1.5 CDBG Spend Down Ratio:	NO
Amount Required to be Expended by 6/1 to Meet CDBG Spend Down Ratio:	69,251