



City of Jefferson

2023 Annual Action Plan

Community Development Block Grant

DRAFT

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Executive Summary

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

1. Introduction

The City of Jefferson in coordination with multiple community partners collaborated to develop the City's Annual Action Plan for HUD's Fiscal Year 2023. The Plan describes the strategic investments of resources to implement specific programs that meet the year's strategic goals for the US Department of Housing and Urban Development (HUD) Community Development Block Grant Program (CDBG). CDBG funding outlined in this Action Plan will be active January 1, 2024 through December 31, 2024.

2. Summarize the objectives and outcomes identified in the Plan

The City's goals for the 2024 planning period focus on continuing neighborhood revitalization efforts, providing affordable housing, creating sustainable living environments and improving economic opportunities.

Specifically, the City will do the following:

- **Provide Decent, Affordable Housing:**

Provide direct financial assistance to 10 low to moderate income households for the purchase of a single-family residence.

- **Create Sustainable Living Environments:**

Annually assist 5 low income homeowners with needed rehabilitation to address code deficiencies, energy efficiency, accessibility and/or emergency repairs.

Invest city wide to eliminate slum and blight through an estimate 2 demolitions.

- **Improve Economic Opportunity:**

By completing infrastructure improvements within census tracts 105, 106 and 207. A recently completed infrastructure project in Census Tract 105 included sidewalks, curb and gutter improvements along Adams Street and Hickory Street. Construction began in November 2022 and was completed by the end of March 2023. It is estimated that approximately 3,000 individuals benefited from improvements within the qualified census tract area, which may increase property values as well.

3. Evaluation of past performance

A review of past Consolidated Annual Performance and Evaluation Reports (CAPER) from 2019 to 2022 reveals a strong focus on community needs that continue to include aging housing, infrastructure and neighborhood improvements.

Goal	Category	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete
Administration	Administration	Other	0	0	
Homebuyer Assistance	Affordable Housing	Households Assisted	56	82	146%
Homebuyer Education	Affordable Housing Fair Housing	Households Assisted	56	80	142%
Infrastructure projects	Non-Housing Community Development	Persons Assisted	15000	3000	20%
Owner Occupied Rehabilitation	Affordable Housing	Household Housing Unit	52	14	27%
Removal of dilapidated structures	Affordable Housing Non-Housing Community Development	Buildings	10	8	80%

4. Summary of Citizen Participation Process and consultation process

The Citizen Participation and consultation process for the 2023 Annual Action Plan was achieved through a variety of strategies, including survey, direct correspondence, and outreach to community organizations. All efforts were made to contact appropriate parties and obtain thorough input. These consultations with participation from citizens provided the plan direction and scope. A survey monkey was made available and sent to members of the local Unmet Needs Committee, churches and other organizations with encouragement to pass the survey on to their clients and others who may be interested. The survey was open from April 12, 2023 until April 30, 2023. The survey requested input to assess the needs of the community. The first public meeting was held May 4, 2023, in the Boone-Bancroft Room to present the results of the survey. A public hearing was held on June 1, 2023 at City Hall in the City Council Chambers and virtually to present the draft copy of the 2023 Annual Action Plan. A notice was published in the News Tribune on May 16, 2023. The draft plan was made available the day of the public meeting for viewing at City Hall, Jefferson City Public Housing Authority, Missouri River Regional Library, El Puente Hispanic Ministries and at www.jeffersoncitymo.gov. Comments regarding the draft plan were accepted through July 2, 2023 and the plan was modified accordingly. The final draft of Annual Action Plan was presented to City Council on July 17, 2023 for consideration of adoption via resolution.

5. Summary of public comments

Summary of comments received through survey monkey supported more funding to be directed to more down payment assistance and infrastructure improvements. No comments were received through the jcplanning@jeffersoncitymo.gov email.

Based on the comments and analyzing survey monkey rankings, it was determined that the public services category ranked the lowest.

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

During the participatory budgeting activity some suggestions were provided that are not currently identified within the 2019-2023 Consolidated Plan such as rental assistance. These suggestions will be kept and included as potential for the next 5-year planning process.

7. Summary

There were multiple opportunities for the public to participate in the draft 2023 Annual Action Plan. A survey, public meeting and a public hearing regarding the plan were discussed at Unmet Needs Committee meetings which are comprised of local service non-profit agencies.

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	JEFFERSON CITY	
CDBG Administrator	JEFFERSON CITY	Department of Planning and Protective Services

Table 1 – Responsible Agencies

Narrative (optional)

The City's Neighborhood Services Division, housed in the City's Department of Planning & Protective Services coordinated the development of the Consolidated Plan, the Annual Action Plans, and the Consolidated Annual Performance Evaluation Report. All questions or concerns about the Consolidated Plan should be directed to the Neighborhood Services Supervisor.

Consolidated Plan Public Contact Information:

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Neighborhood Services Supervisor
320 East McCarty Street
Jefferson City, MO 65101
573-634-6410
icplanning@jeffersoncitymo.gov

For access to reports, documents, public meeting information, and for new and information pertinent to administration of the Community Development Block Grant visit www.jeffersoncitymo.gov/government/redevelopment_and_grants/plans.php.

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

1. Introduction

Consultation for the 2023 Annual Action Plan was achieved through a variety of strategies, including a survey, public meeting, and a public hearing. All efforts were made to contact appropriate parties and obtain thorough input. These consultations, in conjunction with participation from citizens, provided the plan direction and scope.

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(l)).

Activities to enhance coordination between public and assisted housing providers and governmental health, mental health and service agencies are conducted on a regular basis. The City of Jefferson's activities will include City staff participating in local and regional committees such as the Unmet Needs Committee and Missouri Balance of State Continuum of Care. A continued coordination is anticipated for planning efforts, as well as project implementation, between all of these groups.

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 Continuum of Care (CoC) Program is designed to promote communitywide commitment to the goal of ending homelessness; provide funding for efforts by nonprofit providers, and encourage state and local governments to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation caused to homeless individuals, families, and communities by homelessness. In addition, the CoC promotes access to and effective utilization of mainstream programs by homeless individuals and families; and optimizes self-sufficiency among individuals and families experiencing homelessness. The Missouri Balance of State (BoS) Continuum of Care (CoC) includes 101 counties of Missouri. The BoS CoC is governed by the Governance Charter established June 14, 2017. Community Partnership of Southeast Missouri serves as the Collaborative Applicant for the BoS CoC.

Purpose of the CoC and CoC Board:

The Missouri BoS CoC is the planning body that coordinates the community’s policies, strategies, and activities toward ending homelessness for 101 counties of the Balance of State of Missouri. Its work includes gathering and analyzing information in order to determine the local needs of people experiencing homelessness, implementing strategic responses, educating the community on homeless issues, providing advice and input on the operations of homeless services, and measuring project and system level CoC performance. The Board establishes the process for applying, reviewing and prioritizing project applications for funding in the annual HUD Homeless Assistance CoC Grants competition.

Responsibilities of the CoC:

The Missouri Balance of State CoC and BoS CoC Board Responsibilities include the following activities: Operating a Continuum of Care, CoC Planning, Designating and Operating a HMIS, and Preparing Applications for CoC funds, per the Continuum of Care/HEARTH Interim Rule 24 CFR 578. These

responsibilities may be delegated for oversight and administration to the Missouri BoS Collaborative Applicant, Missouri BoS HMIS Lead, and/or Missouri BoS CoC staff.

The City of Jefferson is located within Region 5 of Balance of State Continuum Care (CoC) which includes the counties of Audrain, Boone Callaway, Camden, Cole, Cooper, Gasconade, Howard, Maries, Miller, Montgomery, Moniteau, Morgan, Osage, Phelps, and Pulaski.

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

The City of Jefferson does not receive direct allocation of ESG funds. The Missouri Housing Development Commission, in collaboration with the Missouri Department of Social Services, publishes Notice of Funding Availability on their website <http://www.mhdc.com/ci/esg/>. The funds are allocated in a competitive process in accordance with the Allocation Plan.

A Homeless Management Information System (HMIS) is a software application designed to record and store client-level information on the characteristics and service needs of homeless persons. A HMIS is typically a web-based software application that homeless assistance providers use to coordinate care, manage their operations, and better serve their clients. A HMIS allows homeless assistance providers within a community to establish a more coordinated and effective housing and service delivery system. In Missouri, several HMIS providers serve the homeless assistance programs. Missouri Housing Development Commission (MHDC) utilizes Institute for Community Alliances to support the data for the Missouri Housing Trust Fund, Housing First Program, and the Point-In Time Count Homeless Study.

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	Public Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Jefferson City Housing Authority provides and coordinates housing between private, subsidized and public housing services.
2	Agency/Group/Organization	River City Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	River City Habitat for Humanity builds quality, low cost homes that are then sold to families at 0% interest over 25 years. The City partners with Habitat through the CDBG program by demolishing properties in order for Habitat to reconstruct single family houses to be sold to income qualified households.
3	Agency/Group/Organization	Department of Mental Health
	Agency/Group/Organization Type	Housing Services - Housing Services - Homeless Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homelessness Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Department of Mental Health provides Shelter Plus Care funding that is obtained from Continuum of Care and passes it on to local non-for-profit agencies around the rural areas of Missouri.
4	Agency/Group/Organization	Community Partnership of Southeast Missouri
	Agency/Group/Organization Type	Housing Services - Housing Services - Homeless Services - Victims Other government - State

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homelessness Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	MO BoS provides technical support to agencies in and around the MO BoS; provide point-in-time count report; provide support to the governing board, facilitate training opportunities, and coordinate with HMIS lead to capture HUD required data.
5	Agency/Group/Organization	Central Missouri Community Action
	Agency/Group/Organization Type	Services - Housing Services - Children Services - Education
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Central Missouri Community Action Agency is a non-profit agency dedicated to eliminating poverty in Mid-Missouri. CMCA provides comprehensive services to meet the needs of individuals and families struggling, dedicated to eradicating the causes and conditions of poverty.
6	Agency/Group/Organization	CAMPO
	Agency/Group/Organization Type	Other government - Local Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Non-Homelessness Special Needs Transportation
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Capital Area Metropolitan Organization (CAMPO) contributes to the quality of life for the Capital area planning area by achieving and supporting cooperative, comprehensive and continuing transportation planning as outlined in the FAST Act.

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

Please note that local agencies and service providers in the City of Jefferson were invited to participate in the Consolidated Strategic Plan process. In addition to the publication of public hearing notices, these organizations were provided flyers, emailed invites, etc. to all public hearing and meetings.

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	Community Partnership of Southeast Missouri	Addressing the needs of persons experience homelessness is called out specifically in the goals of the 2023 Annual Plan. Community Partnership of Southeast Missouri is the lead applicant for the Missouri Balance of State Continuum of Care (CoC) Lead and has served as a guiding effort to coordinate a system of services across the 101 counties of Missouri Balance of State.
2018 Analysis of Impediments to Fair Housing	Mid-MO Regional Planning Commission	The Regional Planning Commission aided the City of Jefferson with the completion of the 2018 Analysis of Impediments to Fair Housing. The City of Jefferson is consulting with RKG Associates Inc., to develop the 2023 Analysis of Impediments to Fair Housing Choice.
Jefferson City Housing Authority Strategic Plan	Jefferson City Housing Authority	The goals of JCHA strategic plan and the Consolidated Plan align well. Specifically, the strategic plan calls for JCHA for providing housing to low income households.
Capital Area Pedestrian & Bicycle Plan	CAMPO	Connect walking, bicycling and transit facilities to housing, employment, businesses and essential services.
2045 & Beyond Metropolitan Transportation Plan	CAMPO	A long-range transportation plan fostering 1) mobility and access for people and goods, 2) efficient system performance and preservation and 3) quality of life.
Gap Analysis Report	Missouri Balance of State	The 2020 Missouri Balance of State Continuum of Care 2020 Gaps Analysis Report uses data to evaluate the current system, identify existing gaps, and make recommendations designed to improve the overall system of care to better address the needs of the homeless population in the Missouri Balance of State CoC region.
Comprehensive Plan	City of Jefferson	The Comprehensive Plan identifies several overlapping goals, including: enhancing Jefferson City’s housing environment, promoting neighborhood stabilization, and establishing an equitable housing environment.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The City of Jefferson, Planning and Protective Services Department, Neighborhood Services Division, is the lead agency for the development of the Consolidated Plan and the administration and management of Community Development Block Grant funding. The City is not a direct recipient of Emergency Solutions Grant, Housing Opportunities for Persons with AIDS and the HOME Investment Partnership program.

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 City relies on existing planning and needs identification at the community, departmental and other stakeholder level to inform the list of services prioritized for HUD federal grant allocations. The list below highlights key plans that informed the 2023 Annual Action Plan as submitted as part of this five-year plan. See PR-10 and PR-15 of this plan for details and links to the listed plans.

Each of the planning efforts listed involved community engagement and public input in a variety of forms. The engagement and input include a variety of digital surveys, community engagement one-on-one with constituents at neighborhood meetings, forums and public meetings that may not have focused on the Consolidated Plan itself but were pertinent to one or more of the topics addressed by this plan. Public comments directly related to Consolidated Plan goals and issues were extracted from multiple City Department websites. Additionally, the City conducted as much outreach to public commissions, advocates and public and non-profit stakeholders as possible within each initiative.

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	Internet Outreach	Non-targeted/ broad community	A survey monkey was made available from April 12, 2023 to April 30, 2023. It was sent out via constant contact and Unmet Needs Committee and posted on the City's homepage.	20 responses were received.	Responses helped shape the 2023 Annual Action Plan.	https://www.surveymonkey.com/r/9K98QM
2	Public Meeting	Non-targeted/ broad community	The first public meeting on the 2023 Annual Action Plan was held in the Boone-Bancroft Room and via WebEx on May 4, 2023. The public notice was published within the Jefferson City News Tribune on April 16, 2023.	Comments were received pertaining to the Public Services category.	Based on the comments and analyzing survey monkey rankings, it was determined that the public services category ranked the lowest	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Non-targeted/ broad community	The second public meeting was held in the City Council Chambers and virtually on June 1, 2023, to reveal the draft plan. Published in News Tribune on May 16, 2023. Posted at City Hall, the Public Housing Authority, Missouri River Regional Library, El Puente Hispanic Ministries and www.jeffersoncitymo.gov . Comments on the draft plan were accepted through July 2, 2023.	No comments were received	N/A	

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)
4	Public Meeting	Non-targeted/ broad community	The draft Annual Action Plan was presented to the Public Works and Planning Committee on June 8, 2023 at 7:30 a.m. The agenda was posted online and at City Hall.	The draft Plan was moved to the Council for review and consideration for approval via resolution.	Not applicable.	
5	Public Meeting	Non-targeted/ broad community	The draft Annual Action Plan was presented to City Council on July 17, 2023 at 6:00 p.m. The agenda was posted online and at City Hall.	The draft Plan was approval by the City council via resolution.	No comments were received.	

Table 4 – Citizen Participation Outreach

Expected Resources

Overall resources in 2023 from the Annual Action Plan are expected to remain substantially similar to recent years. The City of Jefferson coordinates HUD’s Consolidated Plan funds with other City resources such as Neighborhood Reinvestment Act Programs to provide for affordable housing, community and economic development.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 4				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	268,051		0	268,051	268,051	City anticipates receiving \$268,051 in CDBG allocation.

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

The City does not receive HUD funding for HOME, HOPWA or ESG. The City’s CDBG allocation will complement a number of other federal resources, as well as state and local resources. The primary resources are: 1) Neighborhood Reinvestment Act programs; (2) Consolidated Planning grant from Federal Transit Administration; (3) Capital Area Improvement Funds; and (4) Historic Preservation Fund grants.

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	Homebuyer Assistance	2019	2023	Affordable Housing	Citywide	Increased Homeownership	CDBG: \$50,270	Direct Financial Assistance to Homebuyers: 10 Households Assisted
2	Homebuyer Education	2019	2023	Affordable Housing	Citywide	Increased Homeownership	CDBG: \$650	Direct Financial Assistance to Homebuyers: 10 Households Assisted
3	Owner Occupied Rehabilitation	2019	2023	Affordable Housing	Citywide	Preservation of Existing Housing	CDBG: \$25,135	Homeowner Housing Rehabilitated: 5 Households Assisted
4	Infrastructure Projects	2019	2023	Non-Housing Community Development	Census Tract 105, 106 & 207	Public Infrastructure	CDBG: \$63,385.80	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
5	Removal of Dilapidated Structures	2019	2023	Affordable Housing Non-Housing Community Development	Citywide	Removal of Dilapidated Structures	CDBG: \$60,000	Buildings Demolished: 1 Building
6	Administration	2019	2023	Administration			CDBG: \$53,610.20	
7	Program Delivery	2019	2023	Program Delivery			CDBG: \$15,000	

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Down Payment Assistance
	Goal Description	Provide assistance to eligible income households for the down payment and/or closing costs towards a purchase of a single-family residence.
2	Goal Name	Homebuyer Education
	Goal Description	Part of the direct financial assistance for buying a single-family home, the applicant must successfully complete a homebuyer education program.
3	Goal Name	Owner Occupied Rehabilitation
	Goal Description	Provide assistance to income eligible households with exterior improvements and/or replacement of aging HVAC system, water or sewer lateral.
4	Goal Name	Infrastructure projects
	Goal Description	Complete infrastructure construction projects within eligible income census tracts.
5	Goal Name	Removal of dilapidated structures
	Goal Description	Complete demolition of vacant properties.
6	Goal Name	Administration
	Goal Description	Administration of the CDBG Program.
7	Goal Name	Program Delivery
	Goal Description	Implementation of eligible activities.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City of Jefferson will assist extremely low-income, low-income and moderate-income families who meet the existing HUD's income limits with programs such as down payment assistance and rehab programs for homeowners. For 2023, it is estimated that 10 low to moderate income households will be assisted with the down payment assistance program and 5 low to moderate income households will be assisted with the emergency assistance repair program.

Projects

AP-35 Projects – 91.220(d)

Introduction

This annual action plan is developed in the context of the City of Jefferson’s overall budget of \$268,051. Given all available resources and needs, the City has determined that these proposed uses of Consolidated Plan funds gives us the greatest opportunity to achieve the City’s goals, meet its responsibilities, and address the needs of low- and moderate-income residents.

Projects

#	Project Name
1	2023 CDBG Administration
2	2023 Emergency Assistance Repair Program
3	2023 Down Payment Assistance
4	2023 Homebuyer Education
5	2023 Public Infrastructure
6	2023 Demolition
7	2023 Program Delivery

Table 7 - Project Information

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

These allocations are based on needs analyses, the availability of other funds targeted to various needs, the purpose of the Consolidated Plan funds, and the availability of City General Funds to meet a wide variety of needs.

Should HUD revenues (either annual allocation or program income) exceed the planned amount, the funding increase will be applied to various CDBG programs and administration.

Should HUD revenues (either annual allocation or program income) are lower than the planned amount, the funding decrease will be applied to various CDBG programs and administration.

AP-38 Project Summary

Project Summary Information

1	Project Name	2023 CDBG Administration
	Target Area	Citywide
	Goals Supported	Homebuyer Assistance Owner Occupied Rehabilitation Removal of dilapidated structures Infrastructure projects Administration
	Needs Addressed	Preservation of existing housing Increased homeownership Removal of dilapidated structures Public infrastructure Public services activities
	Funding	CDBG: \$53,610.20
	Description	Administration of the CDBG Program
	Target Date	12/31/2024
2	Project Name	2023 Emergency Assistance Repair Program
	Target Area	Citywide
	Goals Supported	Owner Occupied Rehabilitation
	Needs Addressed	Preservation of existing housing
	Funding	CDBG: \$25,135

	Description	Assist owner occupied households with rehabilitation/repair of exterior code violations. Assistance up to \$5,000 for eligible activities.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	5 income eligible households will benefit from the program.
	Location Description	Location determined at time of application.
	Planned Activities	Activities may include replacement of water or wastewater laterals, replacement of a non-functioning furnace and/or replacement of a non-functioning air conditioner.
3	Project Name	2023 Down Payment Assistance
	Target Area	Citywide
	Goals Supported	Homebuyer Assistance
	Needs Addressed	Increased homeownership
	Funding	CDBG: \$50,920
	Description	Assist income eligible households up to \$5,000 for down payment and/or closing costs towards a purchase of a single-family residence.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	10 income eligible households will benefit from the proposed activity.
	Location Description	Location determined at time of application.
	Planned Activities	Down payment, homebuyer education, filing of deed of trust.
4	Project Name	2023 Public Infrastructure

	Target Area	Census Tract 105, 106 & 207
	Goals Supported	Infrastructure projects
	Needs Addressed	Public infrastructure
	Funding	CDBG: \$63,385.80
	Description	Funding for construction projects such as sidewalks, crosswalks, water/wastewater infrastructure.
	Target Date	12/31/2024
	Estimate the number and type of families that will benefit from the proposed activities	3,000 families may indirectly benefit from public infrastructure projects
	Location Description	Construction projects will be completed in income eligible census tracts.
	Planned Activities	Construction activities may include sidewalks, crosswalks, water/wastewater infrastructure.
5	Project Name	2023 Demolition
	Target Area	Citywide
	Goals Supported	Removal of dilapidated structures
	Needs Addressed	Removal of dilapidated structures
	Funding	CDBG: \$60,000
	Description	Removal of slum and blight vacant properties.
	Target Date	12/31/2024

	Estimate the number and type of families that will benefit from the proposed activities	1 vacant property will be demolished.
	Location Description	Location to be determined
	Planned Activities	Activities include asbestos inspection, asbestos mitigation and demolition.
6	Project Name	2023 Program Delivery
	Target Area	Citywide
	Goals Supported	Homebuyer Assistance Owner Occupied Rehabilitation Removal of dilapidated structures Infrastructure projects Administration
	Needs Addressed	Preservation of existing housing Increased homeownership Removal of dilapidated structures Public infrastructure Public services activities
	Funding	CDBG: \$53,610.20
	Description	Implementation of eligible activities
	Target Date	12/31/2024

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The City has several census tracts that are identified as to having at least 51% Low-Moderate Income households. These census tracts are 105, 106 and 207 and are specifically targeted as they are areas of low income and minority concentration. Public improvements are concentrated within these census tracts because they qualify area wide. By the nature of the homeowner support programs and down payment assistance, funding will directly go to low-to-moderate income households citywide as they all require individual verification of income for the assistance. It's anticipated that funding for slum and blight removal will assist local non-profits with reconstruction for low income housing, or removal of structures from floodplain.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	76
Census Tract 105, 106 & 207	24

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

At present, the City is not implementing any official HUD designated geographic based priority areas such as Empowerment Zone or Brownfields. Regardless of focus on a particular geographic area, this Consolidated Plan will prioritize projects that meet the following criteria:

- Meet one or more of the established Consolidated Plan Goals for 2019-2023;
- Address and/or mitigate issues identified in the Analysis of Impediments to Fair Housing;
- Leverage the work of other City and/or JCHA adopted plans or initiatives.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City is not a recipient of HOME, ESG or HOPWA Funds. The amount of HUD funding does not allow for strategies such as rental production. Rental assistance funding would come from Missouri Balance of State Continuum of Care funds.

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

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

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

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

Discussion

The City does not receive HOPWA funds.

AP-60 Public Housing – 91.220(h)

Introduction

Jefferson City Housing Authority (JCHA) provides affordable housing to households with income at or less than 80% of the Area Median Income. JCHA households are served through Public Housing, Multi-family Project-Based Rental Assistance (PBRA), Section 42 Tax Credits (LIHTC), and Housing Choice Vouchers (HCV), also referred to as Section 8 Vouchers. The Housing Authority operates 317 units of Public Housing, 242 Section 42 Tax Credit with Multi-family PBRA, 120 Multi-family PBRA, and 16 Multi-family Section 811 PRAC units, in Jefferson City. Rent on these units is based on 30% of the household's monthly income. The Housing Authority also operates 79 LIHTC units with a reduced market rent. Currently, we have 663 families on PHA managed property waiting lists. Families can apply for more than one waiting list. JCHA has 235 Housing Choice Vouchers (HCV), rent is based on 30% of the household's monthly income and the current waiting list has 407 families. Families can be on other PHA managed property waiting lists and/or currently be housed by JCHA while on the HCV waiting list. Public Housing units on the Westside of town - Vista View Properties and Public Housing units on the Eastside of town - Stepping Stone Village (recently named in March of 2023).

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

Dulle Tower two elevators are being replaced work should be complete in the late winter of 2024. Vista View Properties and Stepping Stone Village duplexes and four-plex units were built in 1965, neighborhood buildings are being adequately maintained, and renovations to unit plumbing is being addressed as units vacate. Planning a Grant submission for installation of A/C units in these units, and a grant to remove vs encapsulate areas of lead paint. Renovation of the fire exits began in 2020 and will continue until complete over the next several years, applying for a grant to cover replacement costs for a quicker completion date. Single family homes built in 1981 are adequately maintained. Linden Court, units designed for the mobility impaired and disabled, applying for a grant to update flooring, HVAC systems, balconies, address plumbing issues, and add additional cameras to cover unmonitored areas of the property.

Hamilton Tower elevator replacement is complete. Kitchens and sewer line rehabilitation is in process and should continue through the winter of 2024.

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

All residents are notified via direct mail of any and all public hearings required for any proposed activity as required by HUD for consultation with tenants, as well as other matters affecting their tenancy. JCHA also holds family appreciation events to increase the resident involvements.

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

HUD has designated JCHA as a High Performer for the Housing Choice Voucher program and Standard Performer for the Public Housing program.

Discussion

The mission of the Public Housing Authority is to provide decent, safe affordable housing, without discrimination, for low-income or very low-income individuals or families, persons with disabilities, and the elderly.

Jefferson City Housing Authority continues to offer low income families affordable housing. It works closely with local police to keep the neighborhoods drug free and to avoid crime in the area. The Authority tries to attract a variety of families of various socio-economic backgrounds to each of its public housing developments. Community activities are available to residents and publicized in special notices and flyers, and monthly newsletters. The JCHA distributes books through mini libraries, Santa, and by managers when children visit.

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

Introduction

There are many programs offered by local agencies in Jefferson City area. The goals and strategies are to help individuals and families rise above, become self-sufficient, and eliminate barriers to success.

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

Missouri Balance of State Continuum of Care (MO BoS CoC) has established a coordinated entry process with the goal of increasing the efficiency of local crisis response systems and improving fairness and ease of access to resources. Programs and strategies help to prevent homelessness among individuals, families with children and youth. Programs are designed to help households achieve more stable housing, especially those who have a history of being homeless, doubled-up, living in other temporary housing situations due to lack of available, affordable, appropriate shelter and housing.

The MO BoS CoC provides the oversight of homeless assistance in Missouri. MO Bos CoC board members include representatives from all regions within the Balance of State, as well as at large representatives. Board representation includes a broad and diverse membership to represent the homeless population served within the CoC. Members are encouraged to participate from all sectors, including victim services providers, human trafficking, sexual assault, education, healthcare, law enforcement, local, state and federal government, emergency assistance, addiction and recovery, formerly homeless persons, veterans, and all homeless services.

MO BoS CoC has adopted a Housing First policy to ensure that actual or perceived barriers are not contributing factors for households remaining in homelessness longer than necessary. The policy states that any projects included in the application for CoC funding must follow a Housing First approach. This means the projects must allow entry into CoC programs for participants regardless of their income, current or past substance use, criminal records and history of domestic violence.

Addressing the emergency shelter and transitional housing needs of homeless persons

Locally, the Salvation Army Center of Hope has a 31 bed capacity available to men, women and families with children with up to 15 overflow cots within the shelter for extreme cold or heat conditions. They also provide meals to residents and other members of the community, no identification is required. The Center of Hope offers a 90 day shelter that provides hot meals, a safe place to sleep, and case management to help residents plan for independent living, life skills classes, professional referrals, and laundry facilities.

The Rape and Abuse Crisis Service serves 9 counties in Central Missouri providing a shelter, court advocacy, counseling, 24 hour hotline, crisis intervention, support groups and case management to survivors of domestic violence, sexual abuse and stalking. RACS provides emergency shelter to 40 residents, including baby cribs, who have experienced domestic violence, sexual assault or stalking. A survivor does not need to be in a shelter to utilize the Rape and Abuse Crisis Service resources.

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

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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.

There are a variety of agencies in the Jefferson City area that provide housing options and case management assistance including those returning from mental and physical health institutions. They provide the option of living independently in a group setting. The state of Missouri Department of Mental Health also offers on housing assistance options such as rental assistance, home purchasing program, home repair/weatherization assistance, home access modifications. The Independent Living Resource Center in Jefferson City offers programs that provide people with the tools to learn how to live independently including cooking, budgeting, reading and finding employment. They also offer disability assistance for improvements on homes for people with disabilities. The unmet needs group is also a good resource for case management.

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

Introduction

Barriers to affordable housing exist when the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction. Such policies may include land use controls, zoning ordinances, building codes, and policies that affect the return on residential investment.

Aging housing stock and vacant dwellings are a barrier. 45.0% of the homes were built between 1970 and 1999. 28.5% of the homes were built between 1940 and 1969. Single family homes comprised of 50.7%; 10.9% of properties within Jefferson City are vacant.

<https://www.neighborhoodscout.com/mo/jefferson-city/real-estate>

The 2019 tornado is a barrier to affordable housing due to damaging 516 residential buildings. The tornado destroyed a portion of the LMI housing stock leaving people on a wait list.

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 following actions will be addressed in the 2023 Action Plan:

1. The City will update information on its website related to Fair Housing
2. The City will market existing programs through the City's website, social media, and the local newspaper in order to reach LMI beneficiaries
3. Work on attracting developers to construct rental housing units by promoting and packaging existing incentives
4. Work with the Human Relations Commission to address fair housing issues in Jefferson City

Discussion:

The City of Jefferson has updated the Citizen Participation Plan to be compliant with the implementation of the Assessment of Fair Housing. In the fall of 2022 the City will start the process of updating the Impediments to Fair Housing Analysis.

AP-85 Other Actions – 91.220(k)

Actions planned to address obstacles to meeting underserved needs

The City will work with agencies participating with the Unmet Needs Committee to address the obstacles to meeting underserved needs. City staff cooperates with the Salvation Army through the Unmet Needs Committee to stay aware of the needs of the shelter.

Actions planned to foster and maintain affordable housing

The City currently has several programs within the Neighborhood Reinvestment Act (NRA) including Residential Tax Reimbursement Program, Residential Down Payment Assistance. These programs are locally funded and intended to foster affordable housing and create improvements within the Old Town sector of the City.

In addition, the CDBG funded programs include emergency assistance repair in areas of code deficiencies, energy efficiency upgrades, and accessibility and emergency repairs. This program aids in maintaining affordability and sustainability by keeping the homeowners within their homes by correcting code deficiencies; increasing energy efficiency which potentially lower utility bills; completing ADA accessibility retro-fits; and/or repairing emergency health and safety issues such as replacing the wastewater connection.

The CDBG Down Payment Assistance Program may aid in a household obtaining homeownership status. The program is designed for first time low-to-moderate income homebuyers (per HUD's definition) in purchasing a residential house within the City limits. This program is different from the City funded NRA Down Payment Assistance as the CDBG program does not have the requirements of purchasing a property within the "Old Town" sector. By providing assistance with down payments or closing cost will aid in providing decent housing that is affordable.

Actions planned to reduce lead-based paint hazards

The CDBG Down Payment and Homeowner Assistance Programs require lead based paint inspections for properties that were constructed prior to 1978.

The Down Payment Assistance Program requires a visual inspection prior to closing. If there are any identified peeling paint or other lead based paint hazards positively identified through testing the buyer could be entitled to an additional \$500 in order to mitigate the lead based paint hazard.

As for the Homeowner Support Programs any painted areas that will be disturbed with rehabilitation will be tested for lead based paint. The areas positively identified as having lead based paint the EPA certified contractors shall repair the surfaces disturbed and include safe work practices clearance.

Actions planned to reduce the number of poverty-level families

The City intends to continue support for the Project Homeless Connect held annually in September. Project Homeless Connect is a one-day, one-stop event that connects individuals and families experiencing homelessness with on-site medical care and a variety of social services. Project Homeless Connect is a homeless services delivery model, first introduced in San Francisco in 2004. Since that time, more than 200 communities in the United States, Canada, Puerto Rico and Australia have hosted Project Homeless Connect events, offering homeless individuals and families' much-needed assistance.

The First United Methodist Church, First Baptist Church, First Christian Church along with the Jefferson City Homeless Task Force, which is made up of 22 organizations, are all collaborating to make the project a success.

At each of the Project Homeless Connect events, numerous same-day services are delivered to homeless individuals and families, including access to shelter/housing, legal assistance, child care assistance, employment resources, haircuts, identification cards, medical check-ups, mental health screening, substance abuse screening, Medicaid and Social Security applications, vision testing and services, credit counseling, and more.

Project Homeless Connect is outcome-oriented and serves as a way to provide immediate access to services for the homeless population. The goals of the day are simple:

- Improve access to services and housing for the homeless consumers in Jefferson City
- Engage and increase the collaboration of homeless consumers, local businesses, non-profit agencies, and individual volunteers to create solutions for homelessness.
- Improve the system of care by creating opportunities and sharing “best practices” among homeless providers in our community.
- The Down Payment Assistance Program provides LMI households \$5,000.00 towards purchasing a single-family home.
- The Emergency Assistance Program provides up to \$5,000.00 to LMI households to keep their homes a suitable place to live.
- The Public Improvement/Infrastructure Program improves infrastructure by building sidewalks in census tracts 105, 106 and 207.
- The Demolition Program removes structures that are dangerous. The City of Jefferson demolishes the property and enters into a re-use agreement with a non-profit organization to sell the property to an eligible homebuyer.

Actions planned to develop institutional structure

The City partners with various local and state agencies such as the Unmet Needs Committee, Housing Authority, River City Habitat for Humanity, MO Balance of State Continuum of Care, Homeless Task Force, Capital City Housing Task Force, Compass Health, Transformational Housing, and State and local departments. In addition, the City has an excellent relationship with the local Chamber of Commerce, Jefferson City Regional Economic Partnership, and Mid-Mo Regional Planning Commission.

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

The City attends the Missouri Balance of State Continuum of Care meetings. The purpose of these meetings is to establish a network of agencies to enhance the service delivery to homeless, disabled individuals and families, and others seeking services for their current hardship and challenges in their lives.

In addition, the City will continue participation in the monthly Unmet Needs Committee meetings. The Committee is comprised of various local agencies that provide updates of their existing programs and needs. Each meeting also includes a speaker and information on services an agency provides. By collaborating together often results in ideas, suggestions and a positive outcome.

Program Specific Requirements

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

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

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	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.	70.00%

Index of Attachments

- Documentation of public notices, meetings, survey and emails
- Citizen Participation Comments
- Resolution
- SF-424
- SF-424D
- Certifications