

**CITY OF PORTAGE, MICHIGAN**

**FY 2016-17**

**COMMUNITY DEVELOPMENT**

**BLOCK GRANT (CDBG) PROGRAM**

**CONSOLIDATED ANNUAL PERFORMANCE**

**EVALUATION REPORT (CAPER)**

**July 1, 2016 through June 30, 2017**

**Prepared By:**

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**City of Portage, Michigan**  
**Department of Community Development**  
**7900 S. Westnedge Avenue**  
**Portage, MI 49002**

## **CR-05 - Goals and Outcomes**

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

The 2016-2020 Consolidated Plan and FY 2016-17 Annual Action Plan for the City of Portage Community Development Block Grant (CDBG) program have been prepared and approved by the U.S. Department of Housing and Urban Development (HUD). Activities and expenditure of funds must demonstrate consistency with the goals articulated in the Consolidated Plan and respective Annual Action Plans. End-of-grant-year reporting on the city CDBG program is required in the form of the Consolidated Annual Performance Evaluation Report (CAPER). This CAPER document includes data on accomplishments and a financial summary report for FY 2016-17.

The strategic plan goals include facilitating affordable rental and owner-occupied housing, implementation of neighborhood improvement efforts, provision of public services to low-income households, and affirmatively furthering fair housing within the community. In summary, the following activities were undertaken in FY 2016-17 in the effort to meet goals of the Consolidated Plan:

- Provided housing rehabilitation loans or emergency repair grants on a city-wide basis to 10 income-eligible households;
- Funded the Portage Community Center, which provided supportive human services to 4,420 low/moderate income Portage residents.
- Completed code compliance activities involving 526 properties and/or cases within low/moderate income neighborhoods to aid in the prevention and elimination of blight.
- Completed public sidewalk replacement/repairs adjacent to 34 properties in the Lexington Green neighborhood to enhance the quality of life and improve pedestrian amenities within in low-moderate income neighborhoods.
- Participated on the Kalamazoo County LISC Affordable Housing Partnership, which addresses countywide housing goals and targets specific housing production for low-income residents of Kalamazoo County.
- Contributed to the activities of the Fair Housing Center of Southwest Michigan by providing financial assistance and in-kind administrative assistance with fair housing services carried out by the center.
- Completed administrative planning activities related to the CDBG program, including the preparation of the FY 2017-18 Annual Action Plan, Environmental Review Record, and quarterly reporting to HUD.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

The table below provides data on proposed versus actual accomplishments during FY 2017-18.

Goal	Category	Source/ Amount	Indicator	Unit of Measure	Expected - Strategic Plan	Actual - Strategic Plan	Percent Complete	Expected - Program Year	Actual - Program Year	Percent Complete
Affordable Owner Housing	Affordable Housing	CDBG: \$0	Homeowner Housing Added	Household Housing Unit	5	0	0.00%	0	0	0.00%
Affordable Owner Housing	Affordable Housing	CDBG: \$146,501	Homeowner Housing Rehabilitated	Household Housing Unit	60	10	16.67%	12	10	83.33%
Affordable Owner Housing	Affordable Housing	CDBG: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	15	0	0.00%	3	0	0.00%
Affordable Rental Housing	Affordable Housing Non-Homeless Special Needs	CDBG: \$0	Rental units rehabilitated	Household Housing Unit	5	0	0.00%	0	0	0.00%
Neighborhood Improvement	Non-Housing Community Development	CDBG: \$49,933	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	1,750	526	30.06%	350	526	150.28%
Non-Housing Community Development	Non-Housing Community Development	CDBG: \$49,961	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	34	340%	0	34	340%
Non-Housing Community Development	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	0	0	0.00%
Non-Housing Community Development	Non-Housing Community Development	CDBG: \$0	Other	Other	1	0	0.00%	0	0	0.00%
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$41,928	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	20,000	4,420	22.10%	4,000	4,420	110.5%
Public Services	Homeless Non-Homeless Special Needs	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0	0.00%	0	0	0.00%

Table 1 - Accomplishments - Program Year & Strategic Plan to Date

**Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The city addresses housing and other community development needs as part of the funding provided by the CDBG program. On average, approximately \$300,000 is annually budgeted to specifically address the objectives listed above. Many of the plan objectives are also addressed through ongoing city operations, such as the Comprehensive Plan, the Capital Improvement Program, economic development initiatives and year-to-year General Fund appropriations. All activities undertaken with CDBG funds benefit extremely-low to low-income residents of Portage. The largest program component, housing rehabilitation, provides the opportunity for extremely low to low-income homeowners to make affordable home improvements. As an additional benefit, improvements to homes are often in lower income neighborhoods and therefore, CDBG-funded improvements play an important role in encouraging private investment as well. Residents in such areas who can afford improvements are more likely to make investments in their property if others are doing the same.

CDBG funding is also utilized to address blighting influences and ordinance violations that may be detrimental to neighborhoods. The neighborhood improvement focus in low-moderate income neighborhoods arrests decline and preserves property values. In some instances identification of a code violation leads to the homeowner participating in the housing rehabilitation program, which further improves the housing stock and enhances property values. Finally, the CDBG Fund, which is augmented with the City of Portage General Fund resources, provides assistance to human/public service agencies, which support a variety of services to low and moderate income residents of Portage.

In FY 2017-18, all activities carried out through the program year are consistent with the strategic goals of the Consolidated Plan. With regard to Direct Financial Assistance to Homebuyers, while several households were determined eligible for program participation, home purchases did not occur within eligible neighborhoods or prior to the end of the fiscal year. With regard to Homeowner Housing Rehabilitation projects, there were fewer than expected projects and expenditures during the program year due to challenges associated with getting bids from licensed contractors for small scale home improvement projects, and also due to city staff transitions. City staff resources have been stabilized and increased promotion of programs and one-on-one relationship building with licensed contractors will be emphasized in the 2017-18 program year.

**CR-10 - Racial and Ethnic composition of families assisted**

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	2,827
Black or African American	1,103
Asian	14
American Indian or American Native	31
Native Hawaiian or Other Pacific Islander	2
<b>Total</b>	<b>3,977</b>
Hispanic	336
Not Hispanic	3,641

**Table 2 – Table of assistance to racial and ethnic populations by source of funds**

The table above generated by the HUD reporting software provides only partial data on the racial and ethnic status of persons and households assisted via the Public Service Activities carried out by the Portage Community Center (PCC). As indicated in Table 1, PCC assisted 4,420 persons during FY 2016-17. In addition, 10 households were assisted via the Homeowner Housing Rehabilitation Program. Of these persons and households, 64% of those assisted were White, 25% Black/African American, and the remaining 11% were of other, or two or more racial categories. Finally, 10% of persons and households indicated they were of Hispanic ethnicity.

## CR-15 - Resources and Investments 91.520(a)

Table 3 below summarizes the funding sources available during the program year compared to actual expenditure. The \$379,877 figure is derived from the CDBG entitlement grant amount of \$229,877, anticipated program income receipts of \$50,000 during the program year, as well as prior year grant funds carried forward into FY 2016-17 in the amount of \$100,000.

In addition to the resources summarized in the table below, there were \$207,193 in Unexpended CDBG Funds at the end of the prior program year (FY 2015-16). Furthermore, program income received during FY 2016-17 exceeded the \$50,000 anticipated. As shown in the CDBG Financial Summary Report (PR26) in the Appendix, the Total Available funds during the program year equaled \$557,676 (see line 8 of the report). Based on the actual expenditures during FY 2016-17 of \$307,231, there remains at the end of FY 2016-17 (as of June 30, 2017) \$250,445 in Unexpended CDBG Funds (see line 16 of the report). As indicated in the FY 2017-18 Annual Action Plan, \$60,000 of these funds will be expended as part of the approved budget for FY 2017-18. In addition, as with prior years, up to \$32,611 (10% of the FY 2017-18 budget) may be expended on additional housing assistance projects during FY 2017-18. Any additional expenditures from the Unexpended Balance, or expenditures on program activities not included in the FY 2017-18 Annual Action Plan will require amendment to the Plan.

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$379,877	\$307,231

Table 3 - Resources Made Available

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Low-moderate income neighborhoods	100%	100%	Neighborhood Improvement – Code Administration and Enforcement

Table 4 – Identify the geographic distribution and location of investments

As indicated in Table 4 above, 100% of Code Administration and Enforcement activities planned in low-moderate income neighborhoods and funded by CDBG funds were accomplished within the target area. In addition, to Code Administration and Enforcement activities, Direct Financial Assistance to Homebuyers is also targeted on a geographical basis. However, as noted above, no actual projects were closed prior to the end of the program year. Maps illustrating the above target areas are provided in the Appendix.

## Leveraging

The city received \$229,877 in CDBG entitlement funds and budgeted receipt of \$50,000 in program income funds. In addition, \$100,000 in Prior Years' Funds was included in the overall budget. For all CDBG Program activities, which include: housing rehabilitation; down payment assistance; neighborhood improvement/code enforcement; sidewalk enhancements; human/public services; and program administration, \$99,646 in combined City of Portage General Fund monies (\$23,125) and private monies (\$76,521) leveraged \$307,231 in CDBG Program expenditures. This leveraging increases the beneficial impact of CDBG Program activities. The City of Portage does not require matching funds for the Housing Rehabilitation Program, but offers incentives to encourage homeowner contributions to housing rehabilitation costs. In addition, the city seeks partnerships with non-profit housing developers to undertake affordable housing projects in order to leverage federal funding with other government and private funds.

In addition to the above, the City of Portage allocated \$131,941 in General Fund monies to support human services that provide emergency, transitional and permanent support housing for homeless or precariously housed citizens, as well as anti-poverty programs. Finally, additional funding from HUD and the Michigan State Housing Development Authority (MSHDA) is secured to address homelessness and provide permanent supportive housing through the Kalamazoo County Continuum of Care (CoC). In a typical year, \$1.8 million in McKinney-Vento Supportive Housing Program funds are awarded by HUD and approximately \$275,000 in Emergency Solutions Grant funds are awarded by MSHDA to non-profit agencies that serve Portage residents.

While the city did complete sidewalk repair/replacement activities in the public right-of-way, no other publicly owned land/property within the city was used during the program year to address identified needs in the plan.

## CR-20 - Affordable Housing 91.520(b)

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	15	10
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>15</b>	<b>10</b>

**Table 5 – Number of Households**

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	3	0
Number of households supported through Rehab of Existing Units	12	10
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>15</b>	<b>10</b>

**Table 6 – Number of Households Supported**

Tables 5 and 6 show the difference between proposed and actual accomplishments during the program year. With regard to the Direct Financial Assistance to Homebuyers, while several households were determined eligible for program participation, home purchases did not occur within eligible neighborhoods or prior to the end of the fiscal year. With regard to Homeowner Housing Rehabilitation projects, there were fewer than expected projects and expenditures during the program year due to challenges associated with getting bids from licensed contractors for small scale home improvement projects, and also due to city staff transitions.

City staff resources have been stabilized and increased promotion of programs and one-on-one relationship building with licensed contractors will be emphasized in the 2017-18 program year.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	4	0
Low-income	6	0
Moderate-income	0	0
<b>Total</b>	<b>10</b>	<b>0</b>

**Table 7 – Number of Households Served**

Table 7 above includes the number of extremely low-income, low-income, and moderate-income persons served by each CDBG housing activity during FY 2017-18. Note: the City of Portage does not receive HOME funds from HUD or any other entity. All households must be determined income eligible prior to initiating participation in a CDBG housing assistance program, and household income must not exceed 80% of the area median income (AMI) for Kalamazoo County,



as determined annual by HUD. A household between 0%-30% of AMI is considered extremely low-income; a household with an income between 30%-80% AMI is considered low-income, whereas a household between 80%-100% AMI is considered moderate income.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**  
**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Portage has endorsed the Kalamazoo County CoC Ten Year Plan to End Homelessness, and has allocated both CDBG Program and General Fund monies towards homeless services. In addition to services for homeless persons, funding was provided to the Gryphon Place to help provide a 2-1-1 service, which is a portal to specialized support services related to homelessness prevention (such as the Eviction Diversion Program). Finally, the City of Portage staff assists in the annual Point-in-time homeless count, as requested by the CoC.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of Portage attempts to address emergency shelter and transitional housing needs as noted above. Grants from the CDBG Program and General Fund combined were awarded during FY 2016-17 to address these needs. A significant number of services help persons/families living at a poverty level and/or those persons/families that are currently homeless or are in danger of becoming homeless. Agencies funded include:

- Catholic Family Services - The ARK: provided youth shelter, transitional and permanent housing and counseling services in an effort to protect children and reunite families when possible. General Fund: \$11,635.
- Housing Resources Incorporated: provided assistance to homeless persons and persons in danger of becoming homeless in order to secure housing. General Fund: \$20,735.
- YWCA: provided emergency shelter, transitional and permanent housing for women and their children who are victims of domestic and/or sexual abuse. General Fund: \$11,685.
- Portage Community Center: provided a variety of services including emergency assistance (food, clothing, utility shut-off payments, etc.), transportation assistance, and youth recreation scholarships. CDBG Fund: \$41,928. Also provided host agency programs, youth development programs, information/referrals amongst other services. General Fund: \$82,386.
- Gryphon Place: provided the regional 2-1-1, 24-hour information and referral hotline and database for human service assistance within the community. General Fund: \$2,500.
- Goodwill Industries: provided tax counseling services and receipt of earned income tax credits for low-income employees in the city. General Fund: \$1,500.
- Lending Hands: provided home medical equipment to low-income residents. General Fund: \$1,500.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The city does not directly provide services, but does provide funding to human service agencies that provide a variety of assistance to homeless persons, which include homelessness prevention efforts. In addition, the city actively participated on the CoC, which has developed policies and procedures intended to improve the outcome of persons discharged from various institutions and prevent further homelessness.

**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.**

As noted above, the city does not directly provide services, but does provide funding to human service agencies that provide a variety of assistance to homeless persons. In addition, the city actively participated in on the CoC, which engages in planning and implementation efforts to improve the outcomes of services provided to homeless person in the community.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

The City of Portage does not have a Public Housing Authority and has no public housing units. Kalamazoo County does not have a Public Housing Authority (PHA) and therefore, the Michigan State Housing Development Authority (MSHDA) serves as the PHA for Kalamazoo County. In 2002 however, Kalamazoo County did establish a Public Housing Commission (PHC) that provides tenant-based rental assistance within Kalamazoo County, which is in addition to rental assistance provided within Kalamazoo County via MSHDA. In November 2015, a six-year county-wide Local Housing Assistance Fund Millage was passed that provides an estimated \$800,000 annually for temporary financial housing assistance to county residents, including those residing in the City of Portage. Kalamazoo County voters passed the millage by a 56% margin, while City of Portage voters passed the millage by a 58% margin.

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

No specific actions were taken during the program year as the city does not own or administer public housing within the community. However, annual updates to the City of Portage Human Services Board and city staff will be initiated during FY 2017-18 to ensure Portage residents are served by the county-wide millage on a representative scale.

### **Actions taken to provide assistance to troubled PHAs**

Not applicable.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

A rezoning and site plan approval to facilitate the construction of a 74-unit affordable housing complex, with 12 units for special needs residents was approved during the program year. In addition, a tax abatement or Payment in Lieu Taxes (PILOT) was approved to facilitate state and federal financing (Low Income Housing Tax Credit) and to enhance the feasibility of the development project.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

All of the programs carried out during the program year are intended to assist underserved needs of Portage residents.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Due to the relatively newer housing stock, lead-based paint has not been a significant problem in the City of Portage. However, efforts to educate the public and test and address lead-based paint hazards were undertaken in conjunction with the City of Portage CDBG Housing Rehabilitation Program and the Home Buyer Assistance Program. Any hazards found during the inspection or rehabilitation process are addressed as part of the overall project in compliance with federal regulations.

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

As noted above, the city allocated CDBG Program and General Fund resources to address the needs of residents and families living at or below poverty. Housing assistance programs, public services and tax exemptions (PILOTS) are examples of actions taken during the program year.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City of Portage Department of Community Development administers the CDBG Program as the long-established lead agency with regard to planning and implementation of program and activities noted in the Strategic Plan and Annual Action Plan. Efforts to identify and strengthen gaps are ongoing by department staff.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The city continued to serve on the Kalamazoo County CoC, and seeks opportunities to work

closely with public service and housing assistance agencies, as well as the Kalamazoo County Public Housing Commission and MSHDA.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City of Portage continues to take steps to affirmatively further fair housing based on the *Analysis of Impediments to Fair Housing* (A/I) study. The impediments identified in the A/I study were: (1) lack of understanding as to the prevalence of housing discrimination; (2) differential terms/conditions within housing transactions; (3) lack of knowledge by general public, landlords, and realtors about fair housing laws; (4) less frequent home mortgages/purchasing by racial minorities; and (5) protected classes deterred by the lack of affordable housing. Specific actions to address identified impediments were undertaken:

- On June 28, 2016 the city adopted a local non-discrimination ordinance that provides protections against discrimination in housing, employment and public accommodations. The City of Portage Non-Discrimination Ordinance includes all of the protected classes provided for in federal and state statutes, and also includes protections against discrimination based on actual or perceived sexual orientation and gender identity. During the FY 2016-17 program year, a citizen complaint form was created and a rental housing complaint submitted under the new ordinance was received and resolved by city staff.
- The city continued to participate on the Advisory Board of the Fair Housing Center of Southwest Michigan and provided \$2,000 for the provision of fair housing services such as education, outreach, complaint investigation and referrals.
- The city sponsored the annual fair housing conference, which was organized and hosted by the Fair Housing Center of Southwest Michigan in April 2017.
- The city makes referrals to Fair Housing Center of Southwest Michigan, Dispute Resolution Services and Western Michigan Legal Aid regarding fair housing and tenant/landlord issues, as necessary in response to inquiries and requests.
- In late March 2017, the Executive Director of the Center made a presentation to the Human Services Board regarding fair housing activities in the community. In addition, in April 2017, the Portage City Council passed a resolution in recognition of Fair Housing Month.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements.**

The City of Portage regularly contracts with sub-recipients for public services and fair housing services and periodically subcontracts with non-profit housing developers on rehabilitation of affordable owner-occupied and renter-occupied housing. The Department of Community Development receives reports from public service and fair housing agencies on a biannual or quarterly basis and makes periodic monitoring visits. Housing contractors are monitored regularly while a project is underway and thereafter to ensure compliance with HUD regulations. Any new programs developed as a result of the Consolidated Plan or individual Annual Action Planx that will utilize sub-recipients will also be monitored in a similar manner.

With regard to self-evaluation and monitoring, review of expenditures and program income receipt (including timeliness of expenditures), program activities accomplishments and staff evaluation occurs at least quarterly, or more frequently as appropriate. In addition, grant performance is evaluated through the preparation of bi-annual reports to HUD regarding labor standards for any projects to prevailing wage (Davis Bacon requirements), annual reports on contractors and subcontractors, including outreach to women and minority owned contractor outreach, annual and project specific Environmental Review, and Consolidated Annual Performance Evaluation Reports. Minority business outreach is accomplished annually via a mass-mailing to potential licensed contractors, seeking increased participation in the CDBG housing assistance programs.

### **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A public notice was published in the Kalamazoo Gazette, as well as posted to the city web site 15 days prior to the public hearing. A copy of the notice is provided in the Appendix.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

No changes were made to program objectives during the program year.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

The City of Portage does not have any BEDI projects.



## APPENDIX



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System  
PR26 - CDBG Financial Summary Report  
Program Year 2016  
PORTAGE , MI

DATE: 08-22-17  
TIME: 11:30  
PAGE: 1

**PART I: SUMMARY OF CDBG RESOURCES**

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	207,192.94
02 ENTITLEMENT GRANT	229,877.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	120,605.86
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	557,675.80

**PART II: SUMMARY OF CDBG EXPENDITURES**

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	288,323.36
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	288,323.36
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	18,907.53
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	307,230.89
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	250,444.91

**PART III: LOWMOD BENEFIT THIS REPORTING PERIOD**

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	288,323.36
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	288,323.36
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

**LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS**

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITTING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

**PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS**

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	41,928.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	41,928.00
32 ENTITLEMENT GRANT	229,877.00
33 PRIOR YEAR PROGRAM INCOME	77,692.22
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	307,569.22
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	13.63%

**PART V: PLANNING AND ADMINISTRATION (PA) CAP**

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	18,907.53
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	18,907.53
42 ENTITLEMENT GRANT	229,877.00
43 CURRENT YEAR PROGRAM INCOME	120,605.86
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	350,482.86
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	5.39%



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2016  
 PORTAGE, MI

DATE: 08-22-17  
 TIME: 11:30  
 PAGE: 2

**LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17**

Report returned no data.

**LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18**

Report returned no data.

**LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	6	157	6069585	NEIGHBORHOOD IMPROVEMENT - Sidewalk Enhancements	03L	LMA	\$49,960.64
					<b>03L</b>	<b>Matrix Code</b>	<b>\$49,960.64</b>
2016	3	161	5992195	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6010976	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6037451	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6069587	Human/public Services - Portage Community Center	05	LMC	\$11,607.00
					<b>05</b>	<b>Matrix Code</b>	<b>\$41,928.00</b>
2016	1	158	5992195	Owner Occupied Housing Rehabilitation	14A	LMH	\$18,767.55
2016	1	158	6010976	Owner Occupied Housing Rehabilitation	14A	LMH	\$70,925.03
2016	1	158	6037451	Owner Occupied Housing Rehabilitation	14A	LMH	\$41,925.19
2016	1	158	6069585	Owner Occupied Housing Rehabilitation	14A	LMH	\$14,883.69
					<b>14A</b>	<b>Matrix Code</b>	<b>\$146,501.46</b>
2016	4	159	5992195	Neighborhood Improvement - Code Administration & Enforcement	15	LMA	\$13,342.01
2016	4	159	6010976	Neighborhood Improvement - Code Administration & Enforcement	15	LMA	\$10,283.39
2016	4	159	6037451	Neighborhood Improvement - Code Administration & Enforcement	15	LMA	\$13,624.39
2016	4	159	6069585	Neighborhood Improvement - Code Administration & Enforcement	15	LMA	\$12,683.47
					<b>15</b>	<b>Matrix Code</b>	<b>\$49,933.26</b>
<b>Total</b>							<b>\$288,323.36</b>

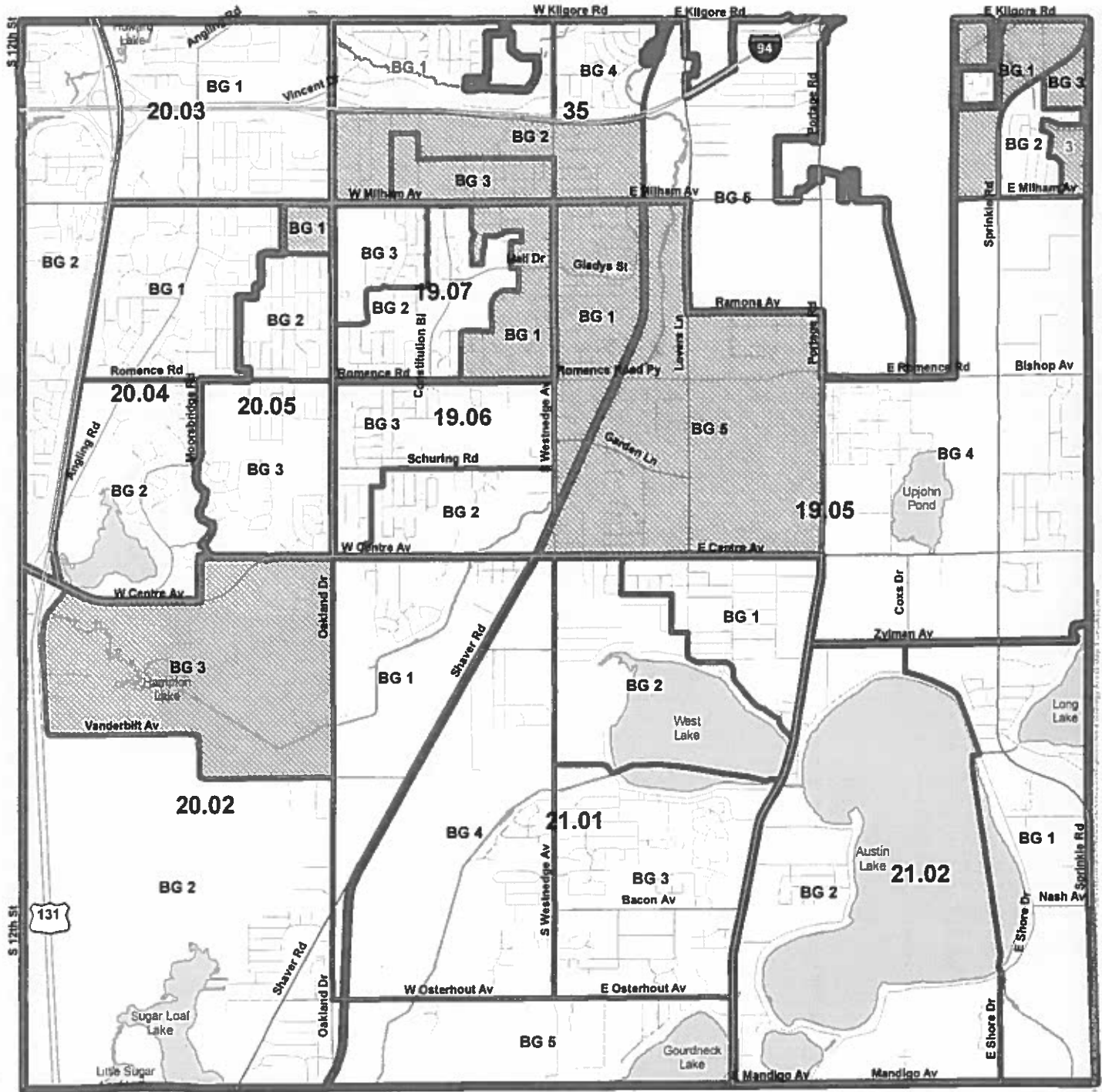
**LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	3	161	5992195	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6010976	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6037451	Human/public Services - Portage Community Center	05	LMC	\$10,107.00
2016	3	161	6069587	Human/public Services - Portage Community Center	05	LMC	\$11,607.00
					<b>05</b>	<b>Matrix Code</b>	<b>\$41,928.00</b>
<b>Total</b>							<b>\$41,928.00</b>

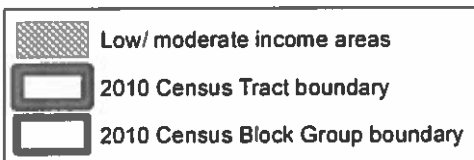
**LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37**

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2016	5	162	5992195	Planning and Administration	21A		\$4,824.98
2016	5	162	6010976	Planning and Administration	21A		\$3,664.06
2016	5	162	6037451	Planning and Administration	21A		\$6,356.73
2016	5	162	6069585	Planning and Administration	21A		\$4,061.76
					<b>21A</b>	<b>Matrix Code</b>	<b>\$18,907.53</b>
<b>Total</b>							<b>\$18,907.53</b>

# Map 1 Low/Moderate Income Neighborhoods Census Tract/Block Group Map\*

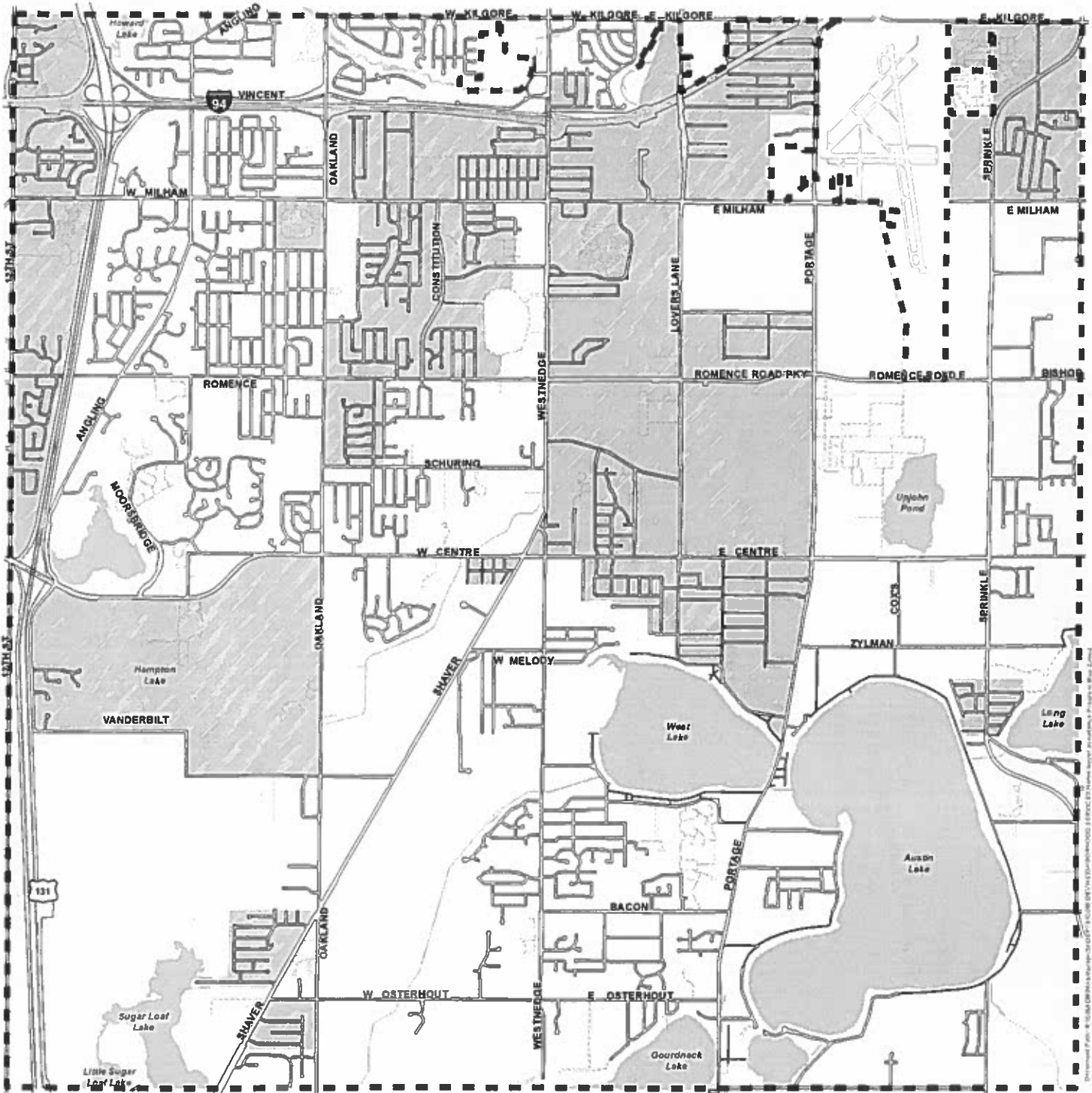


\* At least 43.6% of households are low to moderate income in shaded areas, based on 2006-2010 American Community Survey Data.



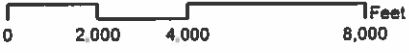
Date: 2/23/2017

# Home Buyer Assistance Program Eligible Neighborhoods



 Homes located in shaded areas are eligible for the Downpayment Assistance Program.

 Homes located within Portage City limits are eligible for all other CDBG Housing Programs. Manufactured homes located in Manufactured Home Communities eligible for Emergency Repair Grant Program only.





**August 23, 2017**  
**NOTICE OF AVAILABILITY OF THE FY 2016-17**  
**CONSOLIDATED ANNUAL PERFORMANCE**  
**EVALUATION REPORT (CAPER)**

The City of Portage has completed the CAPER for Fiscal Year (FY) 2016-17 covering the period July 1, 2016 – June 30, 2017. The CAPER outlines progress in carrying out the FY 2016-17 Annual Action Plan (the annual element of the five year Consolidated Plan) including the financial resources available and expended during FY 2016-17 as part of the Community Development Block Grant program. The CAPER will be available for review and comment beginning August 23, 2017 at the following locations:

Portage City Hall, Department of Community Development  
7900 South Westnedge Avenue  
Portage, Michigan 49002  
269-329-4480

Portage District Library, Reference Desk  
300 Library Lane  
Portage, Michigan 49002  
269-329-4546

City of Portage web site: [www.portagemi.gov](http://www.portagemi.gov), under Departments,  
Community Development, Planning, Development and Neighborhood  
Services, Documents

Written comments or questions regarding the CAPER should be directed to Vicki Georgeau, Director of Community Development, 7900 South Westnedge Avenue, Portage, Michigan 49002 on or before September 7, 2017 to the City of Portage, Department of Community Development, 7900 South Westnedge Avenue, or may be presented in person at a Public Hearing that will be held on Thursday, September 7, 2017 at Portage City Hall, Conference Room #1 at 6:30 p.m. If you need special assistance in order to review the documents please call 329-4477.

Vicki Georgeau, AICP  
Director of Community Development