



# Community Development Block Grant (CDBG)

## 2021 Annual Action Plan

# FINAL DRAFT

City of Manhattan  
Community Development Department  
1101 Poyntz Avenue  
Manhattan, KS 66502  
(785) 587-2412



# Executive Summary

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

### 1. Introduction

Since 2010, U.S. Department of Housing and Urban Development's (HUD) has identified the City of Manhattan as an Entitlement community under the Community Development Block Grant (CDBG) Program. Compliance with CDBG Entitlement Program requires the City of Manhattan must prepare a 5-year Consolidated Plan and an Annual Action Plan for each year of the Plan.

This Annual Action Plan is for the CDBG 2021 Program Year (PY) and fulfills the City of Manhattan's CDBG application to HUD. It relates to the Strategic Plan goals of the Amended 2020-2024 Consolidated Plan and describes specifically the Projects and Activities the City will focus on for PY 2021, as well as budgets for which the yearly allocation will be used. The Annual Action Plan also allows for the possibility of third-party requests for Section 108 Funding, should any occur.

The City of Manhattan's 2020-2024 Consolidated Plan, as amended, is the third Consolidated Plan and includes the 5-year Strategic Plan period beginning July 1, 2020 and ending on June 30, 2025. This 2021 CDBG Annual Action Plan covers the July 1, 2021 to the June 30, 2022 timeframe.

### 2. Summarize the objectives and outcomes identified in the Plan

**This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis, or the strategic plan.**

HUD determines the annual allocation of CDBG funds by using a formula comprised of several measures of community need including, the extent of poverty, population, housing overcrowding, age of housing, population growth lag in relationship to other metropolitan areas, and area median income. Through citizen participation, public hearings, and consultations with various organizations, groups, and agencies, the City has determined that the five overall objectives for meeting the identified housing and community development needs between 2020 and 2024 are:

1. Sustain affordable housing opportunities by preserving the existing housing stock and supporting the creation of affordable permanent housing in standard condition.
2. Improve the livability and safety of neighborhoods through public facility and infrastructure improvements.
3. Support actions that create or improve access and improve the quality of life for low- and moderate-income residents.
4. Support public services that meet the needs of low- and moderate-income persons and families.
5. Support activities that create and sustain employment and quality jobs.

These priorities and objectives are set forth in the Strategic Plan and satisfy three statutory program goals, which are: Provide Decent Housing, a Suitable Living Environment, and Expanded Economic Opportunities, with primary benefit to low- and moderate-income residents. The Strategic Plan confirms that proposed projects are in line with national CDBG Program Objectives related to low- and moderate-income benefit.

### 3. Evaluation of past performance

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

Over the past 12 years as an Entitlement Community in the Community Development Block Grant (CDBG) Program, the City's annual allocation has averaged \$584,532. The City has had no difficulty identifying project uses for funds during the duration of the current Plan and expects no funds will remain once projects are completed. The City has used its annual allocations for Public Facility and Infrastructure projects that include park improvements, street improvements, sidewalks and ADA improvements, as well as renovations to public facilities, and non-profit agencies' facilities that aided persons who were low- and moderate-income, elderly, disabled, homebound, homeless, and/or abused. The City expended funds on Low-Income Housing preservation through a comprehensive housing rehabilitation program, and an emergency and accessibility repair program for single family homes and mobile homes. The City also provided support for Public Services agencies that addressed mental health needs, housing and budget counseling needs, civil legal service needs, homelessness prevention, and services for abused Children.

The City has achieved 4 of the 5 objectives in the Strategic Plan through the application of annual allocations. Unfortunately, no opportunity to support activities that create or sustain employment and jobs has presented itself, however the City has maintained this objective in the "2020-2024 Consolidated Plan", should an opportunity present itself.

In July and November 2020, Manhattan amended the 2020-2024 Consolidated Plan to incorporate HUD CARES Act funding into projects and activities that address preparation for, prevention of, and response to the COVID-19 Pandemic. Per HUD recommendations, the City amended its Citizen Participation Plan to incorporate shortened Public Input and Hearing requirements, and efficiently apply the additional funding for preparation, prevention, and response activities. The City continues to carefully review applications for this funding and will disburse CARES Act funds for COVID-19 related issues as they are identified.

The City has been diligent in complying with National Goals and Objectives, and the City's use of funds to date has served 100% of LMI persons and households.

#### **4. Summary of Citizen Participation Process and consultation process**

##### **Summary from citizen participation section of plan.**

Manhattan's Citizen Participation Plan (CPP) and process involves citizens in decisions that directly affect their lives and encourages full and proper citizen participation at all stages of the planning process. The process designates the structure, procedures, roles, and policies for program participants consistent with federal requirements for the CDBG Program, in the event of federally declared disasters, and the Section 108 Loan Guarantee Program. The City also has developed a social media policy that outlines rules for social media interactions and has instituted the use of an on-line suggestion box, and mines residents' input from Facebook and Twitter.

The Citizen Participation Plan (CPP) identifies the five objectives identified in section AP-12 to use to promote community involvement in the planning process. As part of the CPP process for the 2021 Annual Plan, the City established an on-line suggestion box, issued a press release, utilized extensive social media notifications, and mined the City's Facebook and Twitter accounts for input and comments regarding the CDBG Program. The City held a public meeting on November 5, 2020, during the planning phase for PY 2021, no one attended, however 12 residents provided suggestions through the on-line suggestion box, and another 2 commented on needs via Facebook. Suggestions were combined with

those from local agencies to develop broad categories of projects that the City should address. The broad projects are categorized as:

- Administration and Planning,
- Housing Rehabilitation,
- Public Services,
- Public Facilities and Infrastructure

The City listed Economic Development as a fifth project in its initial years as an Entitlement Community, however, never received proposals for projects. Some residents suggested dropping it as a Project during the 2020-2024 Consolidated Plan Public Input process. After careful consideration, the City will maintain the Project as an objective, however, will only use it as third-party gap financing through the Section 108 program in support of a private job creating or preservation initiative, as the City has other dedicated funding mechanisms for Economic Development with far more flexibility, separate from CDBG.

City administration presented the draft 2021 Annual Action Plan to the Manhattan City Commission during a hybrid legislative meeting in May that was televised on the local cable channel, and live streamed on the City's website. Citizens may register in advance to comment during these meetings which are also recorded and posted on the website and is available as part of the City Commission Record. The Draft 2021 CDBG Annual Action Plan was posted on the City's website, and the public was invited to review and comment for 30 days. The City provided a link to the 2021 Annual Plan for the Public Library to publish on its website and made the document downloadable for citizens. The City promoted review and comment from the public through social media and the local paper providing multiple opportunities for public comment. City Administration requested the City Commission to conduct a public hearing and provide authorization to submit the final plan to HUD at the May 4, 2021 legislative session. The City accepted comments and answered questions during the public review period and for 5 days following the Public Hearing.

## **5. Summary of public comments**

**This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.**

The City revisits suggestions during planning for each program year of the 2020-2024 Consolidated Plan and seeks new input each year. The following are broad summaries of suggestions received from Manhattan residents during the planning phase for the 2021 CDBG Annual Action Plan and are a compilation of the input received from all sources, including consultations with and surveys from key service agencies. The City accepts project suggestions throughout the grant year, and specifically encourages residents and agencies to provide suggestions during the planning and consultation process and the review process. The Appendix section of the Plan includes a list of all suggestions. The comments are grouped in three broad categories as follows:

**Housing Projects:** Suggestions included assistance with modernization of Public Housing, conduct rental inspections; and enforce a housing quality standard, provide a housing rehabilitation program; create or support a housing program for "hard to house" persons, and provide affordable/suitable/workforce housing.

**Public Services Projects:** Suggestions broadly supported expansion of ATA bus routes and service hours or to offer other transportation options; support affordable childcare for low-income persons; support Mental Health Services; support services for the literally homeless who are ineligible to stay at the

shelter. Other suggestions included access to food and/or food assistance, employment and job security, and services providing counseling for a variety of issues.

Public Facilities and Neighborhood Infrastructure Projects: Improve connectivity to underserved areas of the City to expand available options. Improve/add sidewalks and trails for pedestrians and bicyclists in underserved areas of the community and locations lacking necessary connectivity. Improve amenities, services, and ADA access at public facilities; expand or provide new public facilities such as a substance-abuse recovery facility or expand the new mental health stabilization center.

No suggestions were received for an Economic Development project.

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

City Administration reviewed all comments, questions, and suggestions, even if they were not CDBG eligible. City personnel answered questions directly, or in coordination with the City's Public Information Officer, who responded to social media posts. City personnel forwarded CDBG ineligible project suggestions to the appropriate City departments for consideration of inclusion in the City's current and future Capital Improvements Program.

## **7. Summary**

The City will continually strive to address the greatest needs as identified by residents of Manhattan and public services agencies, and through consultations with key stakeholders and City staff.

## 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	MANHATTAN KS	
CDBG Administrator	MANHATTAN	Community Development

Table 1 – Responsible Agencies

### Narrative (optional)

The City of Manhattan's Community Development Department was the lead agency to oversee the development of the Consolidated Plan and administers all projects and programs covered by each year's Annual Plan projects and activities. It will also oversee any Private/Third Party Section 108 Loan Guarantee applications.

### Consolidated Plan Public Contact Information

Eric Cattell, AICP, Director,  
Community Development  
City of Manhattan, KS  
1101 Poyntz Ave.  
Manhattan, KS 66502  
(785) 587 2422  
[cattell@cityofmhk.com](mailto:cattell@cityofmhk.com)

Christina L'Ecuyer, Grant Administrator,  
Community Development  
City of Manhattan, KS  
1101 Poyntz Ave.  
Manhattan, KS 66502  
(785) 587 2430  
[lecuyer@cityofmhk.com](mailto:lecuyer@cityofmhk.com)

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

### **1. Introduction**

The City began consultations with key stakeholders early in the 2020 CDBG grant year to determine the needs that it should address in the 2021 CDBG Annual Action Plan. City Staff held consultation meetings with 18 local and regional agencies and presented at three group meetings in the effort to identify the most important needs for the City of Manhattan.

Due to Pandemic restrictions, the City consulted with various area agencies and service providers via phone conversations, emails, surveys, and zoom meetings to identify the most urgent needs that may or may not have been affected by the Pandemic. Agencies contacted for input during the planning process were also asked to identify the issues that became apparent due to the impact of the Pandemic.

The City advertised the availability of the draft Annual Plan through a newspaper ad and social media for 30 days beginning on March 23, 2021 and invited the public to review and comment on proposed 2021 Annual Plan. The public was then invited to speak at the Public Hearing conducted by the City Commission on May 4, 2021 or provide comments using the form on the City's website. The City provided a link to the draft 2021 Annual Plan to be discussed.

### **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))**

Every month, multiple agencies that provide services to Manhattan and area citizens meet to discuss and coordinate activities at the Riley County Council on Social Services. Representatives discuss needs and provide feedback to members and network for greater efficiency. Additionally, the City funds Social Services agencies through local taxes to address issues related to the needs of Low to Moderate Income (LMI) persons and families. Member agencies provide services to seniors, children, abused children and adults, domestic violence victims, the homeless, mentally ill, or provide other support or legal advice to LMI residents. For 2021, the City Commission provided \$477,677 in local funds to eleven agencies based on recommendations from the Social Services Advisory Board (SSAB), a group of citizen volunteers. Also, for 2021, the City has granted a total of \$471,300 from state-collected Special Alcohol sales taxes for Programs that support activities designed to prevent or address drug and alcohol addiction issues.

The City partnered with the Manhattan Housing Authority (MHA) on a HUD Capital Fund Emergency Grant to remove mold and asbestos from Apartment Towers, the oldest low-income public housing structure in Manhattan. As rehabilitation of the facility progressed, contractors discovered issues with the building's plumbing and sewer line under the building. The City provided a \$1 million bond to the MHA to address these additional issues. By 2027, the City's Risk Reduction Office will require Apartment Towers to be fire sprinkled and the City will collaborate through use of CDBG funds to assist with engineering design towards that effort. The City has waived permit and building fees for the Manhattan Area Housing Partnership, Inc. (MAHP), a local Certified Housing Development Organization (CHDO) that has secured funding to build additional affordable housing within the City limits. In 2020, the MAHP built an additional 36 low-income senior housing units on land that the City purchased at a tax sale and donated to the MAHP for this purpose.

**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 City is part of the Kansas Balance of State Continuum of Care (CoC) and coordinates with the Kansas Housing Resources Corporation (KHRC) to administer and monitor state-operated Emergency Solutions Grant funds. ESG funds are “passed through” to the Manhattan Emergency Shelter, Inc. (MESI), and the Crisis Center, which are the main providers of homeless emergency shelter in Manhattan.

MESI operates the Caroline Peine Transitional Shelter, which offers 47 beds of emergency shelter for homeless men, women, and families, offers placement in permanent supportive housing, and homeless rental assistance either to decrease the current length of homelessness, or to prevent a family from becoming homeless and entering shelter. MESI does not set aside specific beds in the shelter for the chronically homeless, but houses them as needed, and houses individuals through a CoC Program called the Opportunities Program.

The Crisis Center provides domestic violence emergency shelter and case management services. The Crisis Center currently provides 26 beds for women and their children who are homeless due to abusive situations. In 2018, the City utilized CDBG planning funds to contract for a study to determine needs and develop concept plans that the Crisis Center is using to raise funds to build a new, higher capacity shelter. It hopes to begin final design and construction in 2021.

Everybody Counts”, is a committee typically managed by the Riley County Council of Social Service Agencies (RCCSSA) formed to look at homelessness and poverty needs. This group offers an annual one-day service and resource event to homeless and low-income residents every year.

In 2018, the Flint Hills Community Care Team (CCT) formed to provide person-centered care, to improve outcomes for the most vulnerable members of the community by developing wrap-around services using multi-agency partnerships and care coordination. The CCT identifies the highest need individuals through their patterns of utilization of crisis/emergency services, hospital admission or other compelling indicators of vulnerability. The CCT optimizes services’ availability to patients/clients through integrated and synchronized patient-centered care, delivered, through multi-agency partnerships and care planning, and coordinates with other providers and social service agencies whom the client may be engaged with, or could receive services.

In February 2020, the Manhattan City Commission authorized funding for Community Development to undertake a comprehensive housing market analysis and policy strategy to determine housing needs for Manhattan residents that is appropriate in size, type, quality, price range and general location. Although delayed by the Pandemic, the Housing Study will develop a comprehensive policy document that includes strategies, policies, projects, and action programs to address these needs. The process will investigate housing issues such as basic needs for homeless, elderly, special needs populations, and transitional housing; and assess the regional housing market and community growth trends, and affordability and equity issues. The study will also examine existing City policies and codes that may enhance or inhibit the variety of housing stock.

**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 Manhattan does not receive Entitlement ESG funds; however, it coordinates with the Kansas Housing Resources Corporation (KHRC) to submit agency applications and administer and monitor state pass-through Emergency Solutions Grant funds. The KHRC monitored the City in 2018 and found the City complies with KHRC ESG Program Rules.

The Manhattan Emergency Shelter, Inc. (MESI) is the only local agency that receives both CDBG and state sponsored ESG funds. The City and MESI consulted with the Kansas Housing Resources Corporation, which administers ESG funds that Manhattan receives, and concluded that ESG funding will not duplicate funding received from the CDBG because the funding supported separate activities. MESI uses CDBG funds to conduct Homelessness Prevention, which is not funded through their ESG grant. MESI will monitor the CDBG funding from the 2021 allocation and may request additional funds from the CARES Act if needed as response to the Pandemic continues.

**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**

1	<b>Agency/Group/Organization</b>	MANHATTAN EMERGENCY SHELTER
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Market Analysis Anti-poverty Strategy Non-Homeless Special Needs Homelessness Prevention
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted with the Director and the Finance Officer of the Manhattan Emergency Shelter, Inc. through a variety of means. The City will continue to collaborate with MESI on Emergency Solutions Grant (ESG) Programs, Homelessness Prevention, and other activities.
2	<b>Agency/Group/Organization</b>	MANHATTAN HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Service-Fair Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Needs - Veterans Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted through a variety of means with the Executive Director and discussed the needs for public housing in the City. The City will collaborate with the MHA to improve the quality and supply of affordable housing, and the MHA typically co-hosts the Annual Fair Housing Seminar.
3	<b>Agency/Group/Organization</b>	Riley County Health Department
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education Health Agency Child Welfare Agency Publicly Funded Institution/System of Care Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Lead-based Paint Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Pandemic Response, Health Needs for LMI persons
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted with the Riley County Health Department (RCHD) in various ways. The RCHD provides a variety of services to residents and families in the City and throughout Riley County, including hosting the Community Care Team. Development of affordable childcare options for LMI families remains a top priority, especially considering the Pandemic. The RCHD can also identify homes where issues with LBP may be an issue.
4	<b>Agency/Group/Organization</b>	Riley County Community Corrections
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing Publicly Funded Institution/System of Care Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Other - Persons leaving incarceration

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted with the Riley County Community Corrections (RCCC) Director via email. RCCC provides a variety of services to residents in the City and throughout Riley County that are leaving incarceration and continues to advocate for affordable housing that will accept persons convicted of crimes.
5	<b>Agency/Group/Organization</b>	Sunflower CASA Project, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services - Victims Non-Profit Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted through a variety of means with the Director at Sunflower CASA regarding children who are victims of abuse or neglect. The City and Sunflower CASA will continue to work together on identified projects assisting children.
6	<b>Agency/Group/Organization</b>	Manhattan Area Housing Partnership, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services-Persons with Disabilities Certified Housing Development Organization Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration emailed the Director of the Manhattan Area Housing Partnership, Inc. (MAHP), which provides low-income tax credit housing and provides services to clients who are disabled. The City has publicized information regarding the opening of the new affordable senior housing units to other agencies.
7	<b>Agency/Group/Organization</b>	Crisis Center, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration emailed the Director of the Crisis Center in Manhattan to determine the housing and other needs for victims of domestic violence. The City utilized CDBG Planning funds to develop concept designs and cost estimates for a new shelter in PY 2018, which were used for fundraising. The agency hopes to begin construction in 2021.
8	<b>Agency/Group/Organization</b>	HOUSING & CREDIT COUNSELING, INC
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Education Service-Fair Housing Regional organization Consumer Credit Counseling
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy HUD Certified Housing Counseling
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	HCCI was consulted through a variety of means. HCCI counseling and education is key to homeless prevention and anti-poverty strategies. The City will continue to support HCCI's efforts to assist residents on issues involving consumer credit, tenant and landlord issues, and will refer tenants, Landlords, Bankers and Realtors to them on Fair Housing issues.
9	<b>Agency/Group/Organization</b>	KANSAS LEGAL SERVICES INC
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Employment Service-Fair Housing Services - Victims Regional organization Non-profit - Legal Aid
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted through a variety of means with the Managing Attorney at the Kansas Legal Services, Inc. (KLS) Manhattan office regarding services and advice provided to LMI residents on issues that might be tried in civil court.

10	<b>Agency/Group/Organization</b>	Pawnee Mental Health Services, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Persons with Disabilities Services-Health Services - Victims Health Agency Publicly Funded Institution/System of Care Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted with the Pawnee Mental Health staff via a variety of means. Pawnee provides a variety of services to individuals requiring assistance because of substance abuse, mental trauma, and mental health issues.
11	<b>Agency/Group/Organization</b>	Manhattan-Ogden USD 383
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Services-Education Publicly Funded Institution/System of Care State Public School District Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consulted with USD 383 staff via various means. USD 383 provides a variety of services to unaccompanied youth and families in transition that require assistance, as well as drug and alcohol addiction counseling and prevention programs.
12	<b>Agency/Group/Organization</b>	Manhattan Area Habitat For Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Regional organization Foundation

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Low Income Housing Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Manhattan Area Habitat for Humanity (MAHFH) is a branch of the Topeka Habitat For Humanity. City Administration consults with MAHFH via email and phone. MAHFH provides volunteer assistance to complete low cost, non-specialized housing rehab services to clients with projects that are usually less than \$500. The City refers clients to MAHFH on rehab projects too small for CDBG funding, and MAHFH refers clients to the City when the projects are large and complex or involve lead and/or asbestos abatement. MAHFH constructs housing for qualified LMI families, on a case-by-case basis.
13	<b>Agency/Group/Organization</b>	Flint Hills Area Transportation Agency
	<b>Agency/Group/Organization Type</b>	Regional organization Services-Transportation
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Transportation Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consults through a variety of means with the Flint Hills Area Transportation Agency to identify the transportation needs and solutions for low-income areas and clients. FHATA coordinates other agencies to provide discounted services to LMI clients.
14	<b>Agency/Group/Organization</b>	Flint Hills Metropolitan Planning Organization
	<b>Agency/Group/Organization Type</b>	Regional Organization Planning Organization Transportation Planning & Programming
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy LMI Neighborhood Infrastructure Improvements
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The FHMPO is the designated entity to provide regional transportation planning and programming services across portions of Geary, Pottawatomie, and Riley Counties. City Administration consults with FHMPO through various means. The FHMPO identifies issues and opportunities for improvements that benefit Manhattan LMI areas and residents, such as planning for safe spaces and opportunities to improve walking and biking to get there.

15	<b>Agency/Group/Organization</b>	Flint Hills Breadbasket
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Services-Persons with Disabilities Services-homeless Non-profit Food Bank
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy Food and assistance for persons living in poverty
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City Administration consults with the Breadbasket staff through a variety of means. The Breadbasket provides food resources to people living in poverty and referrals to other service agencies based on household needs. The City will use CARES Act funds to replace the large outdoor freezer at the Breadbasket to ensure provision of perishable frozen food.
16	<b>Agency/Group/Organization</b>	Flint Hills Community Clinic
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Health Agency Regional organization Non-Profit agency
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Health Services for uninsured persons
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City consults via email with the Flint Hills Community Clinic, a private non-profit that provides health care to persons in poverty who are without health insurance. The Clinic expressed a need for a larger space to provide services.
17	<b>Agency/Group/Organization</b>	Greater Manhattan Community Foundation
	<b>Agency/Group/Organization Type</b>	Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development Anti-poverty Strategy Local Grant-maker for local needs

	<b>How was the Agency / Group / Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Greater Manhattan Community Foundation mission is to build relationships between donors and community needs. City Administration consults with GMCF via email and collaborates to meet the needs of the Manhattan Community while avoiding duplication of benefits.
18	<b>Agency/Group/Organization</b>	Be Able Community
	<b>Agency/Group/Organization Type</b>	Services-Homeless Services-Education Services-Employment Services - Broadband Internet Service Providers Non-profit serving homeless and people in crisis
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs – Chronically Homeless Homeless Needs – Veterans Homeless Needs – Unaccompanied Youth Homelessness Strategy Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Be Able Community provides services to people in crisis and the literally homeless who are not able or willing to enter shelter. Be Able provides computers, free wifi, coaching, and advocacy and referrals at their Community Center. The Be Able Executive Director has consulted with City staff through various means and the City will continue to connect Be Able staff and volunteers with information, opportunities, and resources that may help their clients.
19	<b>Agency/Group/Organization</b>	Flint Hills Wellness Coalition
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Non-profit promoting equitable health and environmental systems
	<b>What section of the Plan was addressed by Consultation?</b>	Non-homeless special needs Market Analysis Pandemic Response
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Flint Hills Wellness Coalition (FHWC) works cooperatively with citizens and groups throughout the City of Manhattan and Riley County to develop community norms that support healthy behaviors and environments. The FHWC meets monthly with members and other agencies, to determine the most urgent needs with the Manhattan Community. Most recent efforts resulted in the FHWC receiving a Kansas Health Foundation Grant to help develop programs for healthy behaviors and outcomes.

**Table 2 – Agencies, groups, organizations who participated**

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

The City consulted with all relevant agencies involved in implementing the Consolidated Plan and Annual Action Plan.

DRAFT

**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	Kansas Statewide Homeless Coalition	The Kansas Statewide Homeless Coalition (KSHC) Balance of State (BoS) manages the Continuum of Care (CoC) for the 101 counties that do not have Entitlement status. The City consulted the Director of MESI, who is the Riley County CoC contact, to identify issues and to ensure consistency with the Strategic Plan.
Manhattan Urban Area Comprehensive Plan	City of Manhattan	The Comprehensive Plan was last updated in 2015 and guides land use, growth management and development in the Manhattan area, and was developed through a joint planning initiative with Riley County and Pottawatomie County. The study area is 93 square miles and identifies new and expanded growth areas in the two counties, as well as potential redevelopment areas within the City. The process also included an update to the 2000 Manhattan Area Transportation Strategy (MATS), which focuses on a broad range of multi-model transportation issues. This plan is reviewed annually and amended as needed, such as incorporating the new Bicycle - Pedestrian Systems Plan, which addresses multi-model needs at a finer scale than MATS.
Manhattan Housing Authority Capital Fund Project Five Year Plan	Manhattan Housing Authority	The Manhattan Housing Authority is the local public housing agency designated by HUD. The City consulted with the MHA director to assess public housing issues, needs and opportunities, and conducts the Environmental Review for MHA planned CFP projects.
2019 Community Needs Assessment for Riley County	Wichita State University Community Engagement Institute, coordinated by the Flint Hills Wellness Coalition	The 2019 Community Needs Assessment was designed to gain insight from the community for planning and community improvements in eleven different topic areas that included mental and physical health, social issues, children and youth, aging, housing, transportation, infrastructure, and others.
Multi-Hazard, Multi-Jurisdictional Mitigation Plan	Riley Co. Emergency Management, Pottawatomie Emergency Management, and Manhattan City Departments	This is the Hazard Mitigation Plan for Homeland Security Region 1 in Kansas to address coordination in the event of a disaster. The City, Riley and Pottawatomie Counties with other local, state, and federal agencies are undertaking a review of procedures to follow, in the event of a Federally declared disaster to determine the most efficient responses to Urgent Needs.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Flint Hills Metropolitan Planning Organization (FHMPO) Transportation Improvement Program	FHMPO Policy Board	The Flint Hills Metropolitan Planning Organization (MPO) is the designated entity to provide regional transportation planning and programming services across portions of Geary, Pottawatomie, and Riley Counties. The MPO is governed by a Policy Board made up of local elected officials from the jurisdictions in the metropolitan area and a representative from the Kansas Department of Transportation (KDOT). The Policy Board is supported by MPO staff and staff level representatives from various local, state, and federal agencies. The Transportation Improvement Program (TIP) is a short-range program that identifies transportation projects to be implemented in the FHMPO region over the next four years. All projects in the region that use federal transportation funds and/or are regionally significant are required to be included in the TIP.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City coordinates with the Kansas Housing Resources Corporation on the Emergency Solutions Grant Program for MESI and the Crisis Center. On an ongoing basis, the City collaborates as needed with the Manhattan Housing Authority, the Manhattan Emergency Shelter, Inc., the Riley County Council of Social Service Agencies (RCCSSA), the Flint Hills Wellness Coalition, and the Manhattan Social Services Advisory Board (SSAB) to identify the greatest needs and achieve the broad goals identified in each Plan. Other City Departments, such as the Parks and Recreation Department, the Fire Department and the Public Works Department assist in identifying public facility needs that the City should address in LMI neighborhoods. The City coordinates with various Riley County and Pottawatomie County departments, as needed, to coordinate on development, resources, policy, and emergency management issues.

The City identifies needs and receives suggestions from the public, local agencies, non-profits, and local neighborhood groups; and participated in a two-year long citizen engagement initiative called “Community Solutions to Affordable Housing” that was facilitated by the Institute for Civic Discourse and Democracy at Kansas State University and utilized its findings in developing the Consolidated Plan. More recently, this effort has led to discussions of the creation of an affordable housing committee or Housing Advisory Board.

The City identifies needs and receives suggestions from the public, local agencies, non-profits, and local neighborhood groups throughout the year, and particularly seeks input from all parties during the fall planning processes. The City compiles the list of needs and then transforms them as applicable into projects either in the City’s Capital Improvements Plan, or as possible projects when drafting each CDBG Action Plan.

## 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

Manhattan’s Citizen Participation Plan (CPP) encourages and ensures full and proper participation of residents at all stages of the CDBG Planning process. To achieve the purposes of the CPP, five objectives guide the basic standards by which the City measures proper citizen participation and are consistent with federal requirements for the Community Development Block Grant Program and the Section 108 Loan Guarantee Program. The City will:

- Provide for and encourage citizen participation, with particular emphasis on participation by persons of low- and moderate-income, including non-English speaking residents.
- Provide citizens with reasonable and timely access to local meetings, information and records.
- Provide for public hearings to obtain citizen’s views and to respond to questions at all stages of the consolidated planning process.
- Provide for technical assistance to groups representative of persons of low-and moderate income that request assistance in developing proposals.
- Provide for a timely written answer to written complaints and grievances regarding the Consolidated Plan.

The City’s annual process includes a public meeting held during the planning phase of each grant year, a public hearing held once the draft plan is completed and ready for City Commission Approval, and a 15-day public review period for the Consolidated Annual Performance Evaluation Report (CAPER) of the prior grant year. The City uses an online Electronic Suggestion Box that residents can use to submit ideas and utilizes Facebook and other social media platforms to monitor comments regarding issues. The City will hold a Public Meeting to discuss any Section 108 applications and the accompanying project receiving it, and any Substantial Amendment required for Consolidated or Annual Plans. The City may also provide meetings for complex projects to gain public insight before a project starts.

The City notifies the public of meetings through a variety of means including social media, newspaper ads, news releases, the City's TV channel, "In Touch" and "Next Door" systems and/or local radio interviews. The City posts all documents on the City's website and provides physical copies of documents to the Manhattan Public Library. The City also makes copies available to residents upon request.

The City used the guidelines identified above to involve residents in the planning process. The City accepted suggestions all year long, and actively promoted a public input period during the planning phase that began October 25 and ended December 14, 2020. The City held a public input meeting on November 5, 2020, with 0 attendees. The Suggestion Box garnered comments from 12 residents, and another 2 residents made project comments on Facebook. The City combined all suggestions to identify projects that the City should address, and the draft 2021 Annual Plan was disseminated to the Public for 30 days beginning on March 23, 2021, with the Public invited to comment.

The draft was presented to the City Commission at a legislative session on May 4, 2021, which conducted a Public Hearing on the proposed 2021 CDBG Annual Action Plan, prior to approval. The City notified the public of the meeting and public hearing through the previously mentioned means, and again provided an on-line public comment form. The City posted all documents on its website and provided a web-link for the Library to post on its website. The documents were made downloadable due to Pandemic precautionary measures. **During the 30-day Public Review period and at the Public Hearing, the City received no comments.**

**Citizen Participation Outreach**

DRAFT

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	Public Meeting	Non-targeted/broad community Residents of Public and Assisted Housing	The City held a Public Input Meeting on November 5, 2020, which no one attended.	The City received No Comments at the meeting	N/A	
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Unknown, Advertisement promoted public input period, public input meeting, and online suggestion box.	12 suggestions in the suggestion box and 2 on Facebook	All comments were accepted	
3	Internet Outreach & E-mail	Non-English Speaking - Specify other language: City's website provides for multiple language translations Non-targeted/broad community	The City publicized the Public Input Period for the 2021 Annual Plan via newspaper, Facebook, Twitter, and Next Door, and opened an electronic suggestion box on the City website. 12 people provided suggestions through the online box, 2 were on Facebook.	Suggestions included issues addressing Public Services, Infrastructure needs, transportation, housing, and taxes.	All comments accepted	
4	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community Residents of Public and Assisted Housing	The City publicized a 30-day Public Review of the proposed 2021 Annual Plan, the Public Hearing, and requested comments. The Plan was available for download, online and virtually on the City's website. <b>0 people commented</b>	<b>The City received no comments</b>	<b>N/A</b>	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of Comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach-	<p>Non-English Speaking - Specify other language: City's website provides for multiple language translation</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>The City publicized a 30-day Public Review of the proposed 2021 Annual Plan, and the Public Hearing, and requested comments, via newspaper, Facebook, Twitter, and Next Door. The Plan was available for download, online and virtually on the City's website. <b>0 people commented</b></p>	<b>The City received no comments</b>	<b>N/A</b>	
6	Public Hearing	Non-targeted/broad community	<p>The City Commission held a televised in-person and virtual Public Hearing at the May 4, 2021, legislative meeting prior to authorizing submission of the Annual Plan to HUD. Public commenters could sign up in advance of the meeting to talk about the Proposed 2021 Annual Plan or submit comments in writing. Residents were able to watch it from their homes on the local TV channel, live-streamed, and/or following the meeting from the web video.</p>	<b>No Comments were received during the meeting or in the 5 days that followed.</b>	<b>No comments received</b>	<a href="https://boxcast.tv/channel/uit4zpviaoueycatomj5">https://boxcast.tv/channel/uit4zpviaoueycatomj5</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The following table displays the anticipated resources that the City will allocate to projects and activities that address the needs of residents in Manhattan. CDBG PY 2021 will start on July 1, 2021. HUD announced the allocation amount of \$534,354.00 on February 25, 2021. The City anticipates that some prior year (2020) funds will be consumed by 2021 Projects. The only source of Program Income may come from Housing Rehabilitation grant recipients reimbursing the program because they are exiting the program. For purposes of planning, "Remainder of Con Plan" estimate is the average of the total of the 12-year allocations times the remaining 3 years.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	534,354	0	109,000	643,354	1,753,596	This is the amount allocated to Manhattan for the CDBG 2021 Program Year, and an estimate of the CDBG 2020 funds that may be used on a 2021 planned project. The City occasionally receives Program Income in the Housing Rehab program, though none is expected.

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 require matching funds; however, opportunities to leverage funds do occur and the City has procedures in place to manage external matching funds. Procedures are in place for individual homeowners who wish to contribute to the rehabilitation of their homes, and for public service agencies and non-profits to provide a match for their projects when the cost of improvements are greater than available CDBG funding. The City will use CDBG funds to help LMI single-family homeowners undertake home repairs designed to preserve the safety and livability of their structures. CDBG funds will be used to provide Public Services in conjunction with donations from private, local, and agency fundraising to assist agencies meet the needs of as many presumed-benefit and LMI clients as possible. All Public Service agencies funded to date have provided a match in some amount.

The City targets CDBG funds in LMI areas to improve local public facilities and infrastructure or may use CDBG funds as match in conjunction with other federal grant dollars. The City may target funds to improve neighborhood accessibility through ADA improvements to facilities and sidewalks, make connectivity improvements such as for creating trails, and renovate sidewalks and connect gaps. CDBG may be used to improve community centers or other public facilities that directly serve LMI populations or areas, and for historic preservation. The City has often provided local funds as match for projects that exceed CDBG budgets.

CDBG funds may be used for planning activities, such as to assess public buildings serving LMI neighborhoods or persons, or to assist private non-profit agencies with planning needs. The City will use CDBG funds for economic development in instances where Section 8 Loan Guarantee funding will create or preserve jobs for LMI persons, and where the third Party agrees to repay the loan in full, however, there are no projects currently planned that address that goal.

The City operates under several disaster plans, some developed in conjunction with Riley County, which address specific disaster events including tornados, flood and levee failures, failure of Tuttle Creek Lake Dam, and ice storm events. In these instances, the City intends to use other avenues of Federal assistance to address these potential disasters and will only Substantially Amend each AAP if needed. The City reviews these disaster plans; participates in training and exercises with area partners in Riley County, Pottawatomie County, and other local, state, and federal agencies to identify areas of improvement, and determine appropriate actions to take after any potential event. Manhattan, Riley County, and local entities in the surrounding region routinely leverage Federal and State funds for training and equipment to be better prepared for a disaster.

Currently, Riley County Emergency Operations Center (EOC) is activated in response to the COVID-19 Pandemic. The EOC works to ensure the safety and wellbeing of the Riley County Community as part of a unified command structure that includes Riley County Emergency Management, Riley County Emergency Medical Services, Riley County Police Department, the City of Manhattan, and the Manhattan Fire Department. The EOC has developed an Incident Action Plan for the COVID-19 Pandemic for Riley County and Manhattan. The City has specifically revised its internal Business Continuity Plan for the COVID-19 event, and there are no identified needs that require the use of CDBG 2021 funds

The City will follow these practices and will maintain its procedures in place to manage funds from other organizations as related to any other source of funds. To prevent duplication of benefits, agencies will be required to identify any other sources they have applied to for the same purposes.

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

The City owns several parks, buildings and public squares that may be able to address some of the needs identified during community consult meetings. The City has on occasion, repurposed buildings, and available spaces to meet needs as identified by various stakeholders. Examples of this include the Flint Hills Breadbasket and the Senior Center, which are City-owned buildings leased at no charge to local groups to meet community needs. Other property occasionally becomes available and the City may consider purchasing it to satisfy specific needs.

**Discussion**

The City, Kansas State University, and other state and local agencies have collaborated with the Flint Hills Area Transportation Agency to locate and identify needed improvements to bus stops areas in LMI neighborhoods and within the North Campus Corridor that the National Bio - and Agro – Defense Facility (NBAF) will affect. City residents have identified sidewalks surrounding the parks and public squares in LMI neighborhoods, and sidewalks connecting other parts of town to bike and pedestrian trails, as well as public facilities improvements, as projects that will improve the livability and community connectedness of LMI neighborhoods.

The City has adopted a strategy of education as the primary method to further Fair Housing in the community. The City includes and maintains a “Fair Housing” webpage to provide educational information, resources and links for potential tenants, home purchasers and landlords. The City updates this webpage on an annual basis and developed and distributed a brochure in both Spanish and English regarding Fair Housing issues and actions tenants could take. The City also conducts an annual Fair Housing Seminar for landlords that addresses Landlord’s Rights and Responsibilities, as well as those for tenants, realtors, bankers, and other interested citizens. The Manhattan Housing Authority has collaborated with the City in presenting these annual seminars regarding Fair Housing Issues, and if not presenting, is usually present to answer questions regarding the Section 8 program.

## 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	Administration, Planning & Fair Housing	2020	2024	Grant Administration, Planning & Fair Housing	City of Manhattan	Administration, Planning & Fair Housing	CDBG: \$106,655	Other: 0 Other
2	Housing Rehabilitation	2020	2024	Affordable Housing Public Housing Non-Homeless Special Needs	City of Manhattan	Housing Rehabilitation	CDBG: \$157,614	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 88 Households Assisted Homeowner Housing Rehabilitated: 7 Household Housing Unit
3	Public Services	2020	2024	Homeless Non-Homeless Special Needs	City of Manhattan	Public Services	CDBG: \$80,085	Public service activities other than Low/Moderate Income Housing Benefit: 155 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 50 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 22 Households Assisted Homelessness Prevention: 50 Persons Assisted
4	Public Facilities & Infrastructure	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Manhattan	Public Facilities and Infrastructure	CDBG: \$299,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1500 Persons Assisted

**Table 6 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Administration, Planning & Fair Housing
	<b>Goal Description</b>	Administration involves management of all the projects and their activities including monitoring, compliance and reporting, and closeout. Administration also includes Fair Housing activities and planning studies for future needs, should funds be available.
2	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	Housing Rehabilitation includes the management and completion of the following three activities, Comprehensive Rehabilitation, Emergency & Accessibility Rehabilitation, and Mobile Home Emergency & Accessibility Rehabilitation. The City provides this program to maintain and preserve availability of affordable owner-occupied housing stock, improve safety, livability, and accessibility of homes, which helps stabilize neighborhoods. Homes may be located anywhere within the Manhattan City Limits and all LMI homeowners are income-qualified for eligibility.
3	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Public Services activities include any service that benefits low- to moderate-income persons or presumed benefit populations, which prevents homelessness, increases self-sufficiency and/or provides counseling. In Program Year 2021, this will include homeless prevention services, mental health services, essential legal services, consumer credit counseling, as well as Landlord/Tenant counseling, and services for abused children and their non-offending caregivers.
4	<b>Goal Name</b>	Public Facilities & Infrastructure
	<b>Goal Description</b>	Public Facilities and Infrastructure improvements include all facility or infrastructure improvement projects. Facilities may include parks, buildings, or public use structures that serve a LMI area or a LMI population. Infrastructure Improvements may include filling sidewalks gaps, making transportation improvements, installation of street crossings or other neighborhood street improvements, and any ADA or other accessibility or connectivity improvements. Public Infrastructure Improvements enhance access, connectivity, and livability for LMI areas or LMI populations, and improve safety, connectivity and accessibility to services, facilities, and areas of interest.

### **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 91.215(b)**

The City does not own any public housing or affordable housing units and the City does not receive HOME Entitlement funds. However, through other actions, the City supports the actions of the MAHP, the MHA, and the Crisis Center, all of which are planning for future rehabilitation or development. These include a future new Crisis Center Shelter, and some safety modifications for the Manhattan Housing Authority Apartment Towers building. The City assisted the Crisis Center with a facility design-concept and cost study, and plans to assist the MHA with fire prevention improvements. The MAHP, Inc. recently completed construction and opened 36 new senior LMI housing units. The City supported the MAHP through the donation of City property on which the MAHP built the senior housing development, and the City waived utility hook-up fees.

The City of Manhattan provides housing rehab to LMI Single Family homeowners through the Housing Rehabilitation Program that is distributed among the 3 low-income levels. The City estimates that over 5 years: 10 will be extremely low income, 10 will be very low income and 15 will be low income. The City also anticipates assisting the Manhattan Housing Authority with engineering design development to install a fire sprinkler system in the Apartment Towers building, to help preserve affordable rental housing to approximately 52 extremely low-income families, 30 very low-income families and 6 Low-income families. The income of families in the rental units are changeable, therefore while the total of 88 units is accurate, the income levels are estimates only. In addition, the City is collaborating with the MHA to determine a testing schedule for Lead-based paint presence and radon in MHA housing units.

DRAFT

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The City of Manhattan proposes to undertake projects in the 2021 Annual Plan to benefit over 1,700 residents. The City selected these projects in conjunction with HUD National Objectives and identified CDBG eligible activities. Four of the five projects have proposed activities that include needs identified by the community through a comprehensive consultation process.

Administration and Planning Project funds are for oversight of all aspects of the CDBG program; however, no funds are set aside for a planning study in the 2021 Annual Plan due to funding limitations. The City has budgeted funds to continue to educate residents, landlords and the broader community regarding Fair Housing practices.

Housing Rehabilitation Project funds will help preserve the existing affordable housing for LMI populations. The program will offer three kinds of rehabilitation: Comprehensive (funding up to \$25,000 per home), Emergency and Accessibility (up to \$5,000 per home), and Mobile Home Emergency and Accessibility (up to \$2,500 per home). These activities make repairs necessary to maintain the safety and livability of structures and preserve existing owner-occupied affordable housing stock. Accessibility renovations are especially important to disabled individuals and the elderly. The City will also collaborate with the Manhattan Housing Authority to prepare for the first phase of the sprinkler system installation.

The Public Services Project funds provide support to agency services that benefit LMI individuals. The five supported programs address child abuse, homeless prevention, civil legal aid counseling, consumer credit counseling and tenant landlord counseling, and mental health services.

Public Facilities and Infrastructure include sidewalk and ADA improvements, as well as a Trail connection for an LMI neighborhood. No building improvements are planned at this time.

Economic Development funding will be used as a resource for the creation or preservation of quality jobs for LMI persons and will only be used as gap financing in conjunction with other funds. No Projects have been identified at this time.

#### Projects

#	Project Name
1	Administration
2	Housing Rehabilitation
3	Public Services
4	Public Facilities and Infrastructure

Table 7 - Project Information

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

Information received during the community consultation and planning process is the basis of allocation priorities for of the projects and activities listed. The activities included in the 2021 CDBG Annual Action Plan are those most often mentioned during consultations and meet the objectives identified in the Strategic Plan.

This Annual Plan provides a concise summary of the projects, activities, and actions that will take place this plan year to address the priority needs and objectives identified during the extensive consultation process.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	Administration
	<b>Target Area</b>	City of Manhattan
	<b>Goals Supported</b>	Administration, Planning & Fair Housing
	<b>Needs Addressed</b>	Administration, Planning & Fair Housing
	<b>Funding</b>	CDBG: \$106,655
	<b>Description</b>	Administration involves management of all the projects and their activities including monitoring, compliance and reporting, and closeout. Administration will also include Fair Housing activities and planning studies for future needs.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This Project is for Program Delivery and has no beneficiaries.
	<b>Location Description</b>	Manhattan City Hall for all activities within Manhattan City Limits.
	<b>Planned Activities</b>	Activities will include administration of the CDBG Grant Projects, Fair Housing activities. No Planning activities are included at this time
2	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City of Manhattan
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Rehabilitation
	<b>Funding</b>	CDBG: \$157,614
	<b>Description</b>	Housing Rehabilitation includes the management and completion of the following three activities, Comprehensive Rehabilitation, Emergency & Accessibility Rehabilitation, and Mobile Home Emergency & Accessibility Rehabilitation. The City provides this program to maintain and preserve availability of affordable owner-occupied housing stock, improve safety, livability, and accessibility of homes, and to help stabilize neighborhoods.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 7 single-family households, and 88 households at Apartment Towers.
	<b>Location Description</b>	LMI-owned single family homes within City limits, and low-income housing at the Apartment Towers.
	<b>Planned Activities</b>	Activities will include Comprehensive Rehab, Emergency and Accessibility Rehab, Mobile Home Rehab, and public housing modernization.
3	<b>Project Name</b>	Public Services
	<b>Target Area</b>	City of Manhattan
	<b>Goals Supported</b>	Public Services

	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$80,085
	<b>Description</b>	Public Services activities include any service, which benefits a low to moderate income persons or presumed benefit populations to prevent homelessness, increase self-sufficiency and provide counseling. In Program Year 2021, this will include services provided by the following 5 agencies: Kansas Legal Services - Essential Legal Services, Housing & Credit Counseling - Tenant/Landlord Counseling, and Consumer Credit Counseling, Manhattan Emergency Shelter, Inc. - Homelessness Prevention, Pawnee Mental Health Services, Inc., - Benefits Specialist/Case Manager, Sunflower CASA Project, Inc. - CAC Advocate Supervisor.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 277 LMI individuals in 110 households
	<b>Location Description</b>	All activities will be provided to residents living within the City Limits of Manhattan.
	<b>Planned Activities</b>	Activities will provide funding support for operations that provide consumer credit and housing counseling, Tenant-Landlord counseling, services for abused children, services for people at risk of homelessness and services persons with a mental illness.
<b>4</b>	<b>Project Name</b>	Public Facilities and Infrastructure
	<b>Target Area</b>	City of Manhattan
	<b>Goals Supported</b>	Public Facilities & Infrastructure
	<b>Needs Addressed</b>	Public Facilities and Infrastructure
	<b>Funding</b>	CDBG: \$299,000
	<b>Description</b>	Public Facilities and Infrastructure improvements include all facility or infrastructure improvement projects. Facilities may include parks, buildings, or public use structures that serve a LMI area or a LMI population. Infrastructure Improvements may include filling sidewalks gaps, making transportation improvements, installation of street crossings or other neighborhood street improvements, and any ADA or other accessibility or connectivity improvements. Public Infrastructure Improvements enhance access, connectivity, and livability for LMI areas or LMI populations, and improve safety, connectivity and accessibility to services, facilities, and areas of interest.
	<b>Target Date</b>	6/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 1,500 plus LMI and disabled individuals depending on final activities chosen.

<b>Location Description</b>	Facilities and Neighborhood Infrastructure will be in locations serving LMI populations and LMI neighborhood areas within City Limits. The proposed 2021 project is ADA and Pedestrian improvements at the 5th & Leavenworth intersection, and possibly Pecan Circle.
<b>Planned Activities</b>	The planned activities under design include ADA and Pedestrian Improvements which may involve relocation of street storm drains and addition of bulb-outs on corners.

DRAFT

## **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**

All projects and activities will occur within the City limits. Area benefit projects will be confined to areas identified by the 2011-2015 ACS estimates of LMI Census Tracts and/or block groups. Housing rehabilitation efforts can occur anywhere in Manhattan excluding flood zones if the household is LMI. Public Services benefit LMI individuals that are residents of Manhattan. Public Facilities and Neighborhood Infrastructure improvements will occur in LMI areas, and/or funds will only be applied to projects that serve presumed benefit categories, or for ADA improvement purposes anywhere.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
City of Manhattan	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Projects are allocated geographically as required by HUD regulations to benefit identified LMI areas and neighborhoods, and LMI persons.

### **Discussion**

The City believes the projects identified will best serve the citizens' needs as they exist now. The City will reconsider suggestions provided during the Consolidated Plan Input processes each Annual Plan year covered by the Amended 2020-2024 Consolidated Plan.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The Manhattan Area Housing Partnership, Inc. (MAHP), a local Kansas Community Housing Development Organization (CHDO), as well as other private developers, provide affordable housing in Manhattan. In 2019, the Kansas Housing Resources Corporation awarded MAHP tax credits and HOME funds to construct an additional 36 units of affordable senior housing on land previously owned by the City. The City supported local efforts to expand affordable housing through the waiving of building permit and utility hook-on fees. In the past, the MAHP has collaborated with agencies in the City to provide additional public and affordable housing. The City does not own or operate any housing units.

The Manhattan Emergency Shelter, Inc. receives state administered ESG funds to address the needs of the homeless and operates specific programs that house special populations. There are five affordable housing developments in Manhattan that set aside apartments specifically for housing homeless persons as they stabilize their situations. The Crisis Center also receives state administered ESG funds and provides housing for spouses who become homeless to escape abuse. Other Special Needs populations in Manhattan are too small to warrant services funding, and agencies incorporated services for them into their mainstream programs.

Through rent and utility support funding, CDBG funds will assist MESI with homeless prevention for an estimated 20 households. Through the Housing Rehabilitation project, the City proposes to rehabilitate 7 homes, but the City has no plans to acquire or build housing units. The City collaborated with the Manhattan Housing Authority for public housing modernization efforts at the Apartment Towers, which contains of 88 units that serve approximately 110 residents.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	20
Non-Homeless	95
Special-Needs	30
<b>Total</b>	<b>145</b>

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

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	22
The Production of New Units	0
Rehab of Existing Units	95
Acquisition of Existing Units	0
<b>Total</b>	<b>117</b>

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

## Discussion

The major issue in Manhattan concerning housing is affordability of units. The City therefore will focus efforts on rehabilitating existing owner-occupied housing stock to preserve availability of affordable single-family units and assist the MHA with modernization activities. The most recent efforts involve assisting MAHP to develop affordable dwellings for senior LMI residents. The City is undertaking an 18-month housing market analysis and policy strategy study to look at all needs and impacts on the Manhattan housing market.

A recent initiative facilitated by City Administration called Access MHK is a committee of local individuals, area agencies, and organizations that are exploring the creation of a policy for the City that would allow Manhattan homeowners to have a small secondary dwelling on the property they live on. Residents have requested guidance on the construction of “Tiny Homes” and accessory dwelling units (ADU’s). Tiny homes are included in new building codes recently adopted by the City and have guidance for developers interested in constructing “Tiny Home villages”. ADU’s and Tiny Homes are under consideration in proposed zoning regulations to aid in expanding the affordable housing stock.

ADU’s are a smaller, separate living unit within, attached to, or sometimes independent of a single-family house. They are typically within a home, in a basement or upper floor, above a garage, or in a small, detached structure in a backyard. They are sometimes called Granny Flats, Secondary Dwellings, Sidekick Houses, Garden Suites, Lane Houses, Backyard Cottages, and Mother-in-law Suites; however, they are not duplex buildings. ADU’s could be rented out by the homeowner for supplemental income or be occupied by friends, family, or caregivers for free.

Access MHK believes the potential benefits ADU’s have are to create quality affordable housing, provide housing for aged and disabled, stabilize and revitalize aging neighborhoods, improve rental conditions and owner-renter relations, increase access to homeownership, increase local investment and attract talent, and reduce sprawl and increase resiliency.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Manhattan owns no Public Housing units, but supports the Manhattan Housing Authority (MHA), which is the local Public Housing Authority (PHA) in its efforts to improve existing facilities.

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

The City addresses the needs of public housing through support of the MHA in the activities planned for improving its housing units. The City assisted the MHA in 2018, by financing the remaining repairs at Apartment Towers through a \$1 million bond. These repairs included replacing the leaking windows and addressing the deteriorated sanitary sewer lines. MHA completed renovations in November of 2018 and the facility will be fully leased in 2021.

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

The Manhattan Housing Authority promotes involvement in management and encourages residents to participate in homeownership through First Time homebuyer training with Housing & Credit Counseling, Inc. The MHA also refers residents to Habitat for Humanity for Homeownership Opportunities.

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

The current Public Housing Assessment System (PHAS) score for the MHA is “Troubled”, due to depletion of its capital reserve fund needed to accomplish critical repairs. While the MHA begins to rebuild its reserve fund, the City will utilize CDBG funds to assist with some improvements.

The PHAS measures occupancy rates, financial health, infrastructure, and buildings, and how well the MHA maintains them, as well as timeliness of obligation and expenditure of capital funds. The City will continue to collaborate with the MHA to secure positive PHAS scores.

### **Discussion**

The MHA offers housing through several means to LMI individuals, including MHA managed housing units, and various Section 8 vouchers. These methods have been discussed in the Strategic Plan and will be a part of MHA’s programming for the near future.

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

### **Introduction**

The City does not receive ESG or HOPWA funds, but agencies address special needs in conjunction with activities for the population at large. MESI, the Crisis Center, Be Able, and on occasion, Pawnee Mental Health Services, Inc. address the needs of the homeless population; and the City provides CDBG funding support for Homeless prevention activities. HUD-VASH works with the MHA to provide housing for veterans and their families, and the Crisis Center provides shelter to spouses and their families who are homeless due to abusive situations. Pawnee Mental Health will occasionally locate housing for persons with a Severe Persistent Mental Illness.

### **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**

No one agency in Manhattan conducts street outreach for homeless persons. However, in 2018 the Community Care Team, a collaborative effort of 14 core agencies that identify persons who are chronic users of area resources. MESI also has processes to assist the homeless population who self-report at the shelter that it funds through donations and state operated ESG funds.

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

MESI operates a 47-bed facility and programs funded through donations and state operated ESG funds that provide a place for people to stay while they secure housing. The Crisis Center has 26 beds that are available to abused spouses and their children. The City will also provide CDBG funds for MESI's Homeless Prevention and Rapid Re-Housing activities. A new non-profit, "Be Able", aids the literally homeless who do not want to, or cannot go into a shelter, providing counseling and resources, and a warming center in extreme weather conditions.

#### **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**

Homeless persons are identified through a number of sources including self-identifying at the local hospital, school district, law enforcement, Pawnee Mental Health, the Flint Hills Breadbasket, MESI and other agencies.

The City falls within the North East Region of the Kansas BoS CoC operated by the Kansas Statewide Homeless Coalition, and MESI receives funds through KHRC for CoC programs. The Director of MESI is the Riley County contact for the CoC and regularly participates in CoC meetings with other agencies within the balance of the state. MESI's programs and case management are designed to help chronically homeless individuals become stably housed and maintain independent living.

The Riley County Health Department and the Flint Hills Community Clinic address the health needs for the homeless and uninsured. The Flint Hills ATA Bus provides reduced fare transportation to individuals needing transportation to agencies that assist the homeless. Big Lakes Developmental Center, Inc.,

provides training specifically to intellectually disadvantaged individuals to help them become self-sufficient. The HUD VASH representative works solely with veterans and their families through the “Housing First” principle to access the services needed for transition to permanent housing.

The Crisis Center shelters abused spouses and families who must flee violence in the homes and certifies those seeking shelter as homeless. They provide emergency shelter only for those who are in danger and cannot remain in their own homes. The Crisis Center works with many agencies and organizations, including the Manhattan Housing Authority, to provide permanent shelter for their clients.

The Manhattan Emergency Shelter is not able to house any minor children without a parent or guardian. The Shelter staff must call authorities to report the child is without a parent/guardian and is seeking shelter for unaccompanied youth under the age of 18. If the unaccompanied youth is between ages 18-24, MESI will house them and create a case plan for permanent housing.

USD 383 identifies unaccompanied youth as children living on their own or with an adult who is not their legal guardian, and children in homeless families. The School District’s Families in Transition (FIT) program tracks families and unaccompanied youth and assists them through a variety of means designed to assure educational opportunities continue, as well as address urgent needs involving nutrition, health care, basic necessities and housing.

**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.**

Persons who are being discharged from a publicly funded institution or system are not to be discharged into homelessness. Government funded institutions are not allowed to use the Manhattan Emergency Shelter as a “discharge plan” unless the individual was homeless before entering the institution and resided in the institution for less than 90 days. In the event someone has slipped through the cracks or has been discharged to a location where they are no longer welcome, MESI will house them in their emergency shelter, as they are considered homeless at that time. It is the responsibility of each institution’s discharge plan to find its clients suitable housing and not discharge someone into homelessness. However, MESI does work with the institutions and refers them to other housing options in the community or surrounding area. Agencies in Manhattan are very effective in communicating with each other regarding the needs of their clients.

The HUD approved housing counseling agency, Housing and Credit Counseling, Inc. (HCCI) receives referrals from numerous agencies in Manhattan and provides other services including first time homebuyer training. Local providers work with HCCI to provide financial counseling to individuals at risk of becoming homeless. MESI operates a Homelessness Prevention program which provides counseling and rent and utility arrears or rapid re-housing services to individuals and families in need of shelter. The Crisis Center specifically provides housing for abused spouses and their children who need a safe place to stay. Pawnee Mental Health Services (PMHS) coordinates with MESI, MHA, and MAHP, Inc. to secure housing for individuals with mental illness. Kansas Legal Services, Inc. (KLS) provides legal counseling for civil issues that may involve tenant/landlord issues, child custody orders and other issues that may be a result of poverty and/or eviction.

MAHP’s Financial Assurance Program assists Social Security and Veteran’s Administration benefit

recipients who cannot adequately manage their monthly disability benefit payments, and whose benefits depend on a third-party payee. MAHP staff work directly with LMI disabled individuals to help them budget and pay for their housing, food, medical, and other needs required to maintain independence. MAHP, Inc. is the only Social Security Administration approved organizational payee in the Manhattan area.

The Sunflower CASA Project, Inc, Family/Victim Advocate connects non-offending caregivers of abused children with housing resources listed above when a perpetrator lives in the home or is on the lease, and the caregiver must find a safe place for the family member(s).

### **Discussion**

The public service agencies in Manhattan are very efficient at working together to meet the needs of residents. The City supports these agencies through locally raised funds to support essential public services.

DRAFT

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

### **Introduction:**

The City implements its planning and zoning authority through the Manhattan Urban Area Comprehensive Plan, the Manhattan Urban Area Subdivision Regulations, and the Manhattan Zoning Regulations. The Manhattan Urban Area Planning Board and Manhattan City Commission develop, adopt, and update the comprehensive plan and other policy documents for the Board's jurisdictional area, and complete formulation of Subdivision and Zoning Regulations for the City. The Manhattan Urban Area Comprehensive Plan, adopted in 2015 by the Planning Board and City Commission, provides the highest-level policy guidance regarding affordable housing and contains guiding principles, goals and policies in various chapters that address affordability.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City amended the Comprehensive Plan in 2017 through incorporation of the Aggieville Community Vision Plan update, the Big Blue & Kansas River Floodplain Management Plan, the Hartford Hills Master Plan, and the Flint Hills/Fort Riley Joint Land Use Update.

Chapters 3 and 8 provide the most relevant of these by promoting non-homogeneous neighborhoods containing a mixture of housing types and densities throughout the community that address various populations needs, including seniors and LMI families and individuals. The housing affordability equation includes location within the community in relation to retail and professional services, jobs, transportation, and healthcare. The Comprehensive Plan promotes this through mixed neighborhoods in all portions of the community, as well as incorporation of neighborhood services. The up- and down-zonings that the City completed following adoption in 2015, in the core neighborhoods around the KSU campus, Aggieville and east of City Park, are designed to help expand housing options, stabilize older lower density neighborhoods, and help preserve the more affordable existing housing stock in these core areas.

Providing healthy, livable neighborhoods offering a variety of lifestyle options is based on the following guiding principles:

- Expanded housing options to meet the needs of a changing community;
- Revitalization of established and core area neighborhoods; and
- Access to amenities that encourage active and healthy lifestyles.

The Manhattan Zoning Regulations implement the Comprehensive Plan recommendations to promote affordable housing and create neighborhoods that include a mixture of housing options located throughout the community. The Zoning Regulations allow a variety of housing types throughout the city and incorporate small minimum lots sizes for single-family and single-family attached dwellings. Manhattan has a significant number of core area neighborhoods that are zoned to allow for two or more dwelling units in a structure, as well as apartment buildings. Many outlying neighborhoods also include areas zoned for multi-family housing. In 2016, the City contracted with a consultant to update its zoning and subdivision regulations into a Unified Development Ordinance (UDO) to implement

recommendations identified in the Comprehensive Plan. The project involves a process that:

- Engages community stakeholders and utilizes best practices to create a set of land development regulations that remove barriers to affordable housing;
- Simplifies and streamlines the development process; creates regulations that are more user friendly, and more visual with matrixes and graphics; and
- Is more searchable on-line and on mobile devices.

This process, when completed, will be tied to the City's municipal code of ordinances.

The City Commission approved adoption of the 2018 International Building Code Series, and the 2017 National Electrical Code in June of 2019, which became effective on January 1, 2020. The City prefers to use the Federal Fair Housing guidelines for accessibility compliance in covered multifamily dwellings, which references the American National Standards Institute (ANSI) requirements for accessibility. The Risk Reduction Division of the Fire Department ensures through the permitting and enforcement process that new multifamily housing containing four or more dwelling units complies with all federal regulations of the Fair Housing Act.

Riley County has several Disaster Plans that address different potential catastrophic events. The City has reviewed these individual plans and has participated in Tabletop exercises and other activities to identify weaknesses in the existing plans and take appropriate actions to resolve.

#### **Discussion:**

The Comprehensive Plan contains policies and guiding principles, which promote neighborhoods that contain a mixture of land uses and diversified housing options to serve a growing and changing population. It includes housing that is affordable and design that allows for multi-modal connectivity between adjacent neighborhoods, commercial areas, parks, and open space. Housing and neighborhood goals include maintaining the quality and character of established neighborhoods throughout the Manhattan area and ensuring that infill and redevelopment is compatible with existing neighborhoods and is appropriate in size, scale, design, and use. New neighborhoods will be located where residents of all ages, abilities, and financial means will have access to the full range of infrastructure, facilities, and services to lead active, healthy lifestyles.

The City's efforts regarding disaster planning include conducting a tabletop exercise with the Corps of Engineers related to a catastrophic flood event caused by a hypothetical failure of the Manhattan Levee System and educating responders regarding the most vulnerable section of the City and County and actions that should be taken. The City and Riley County have also been conducting the Resilient Wildcat Creek initiative to address flash flooding issues in the basin and specifically identify and address social vulnerabilities that typically impact LMI residents. This effort will be expanded to other parts of the community that is impacted by flooding and can be used in the event of other types of disasters.

There are currently no known negative effects of City policy related to affordable housing and residential investment. In 2021, the City will undertake an eighteen-month Housing Market Analysis and Policy Strategy study to examine the housing needs and City policy that may negatively affect housing choice, as well as to develop tools to assist City Administration with development decision making.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The greatest obstacle to meeting underserved needs in Manhattan is a lack of funding. The City will participate in and encourage collaboration with and amongst agencies to address needs as they are identified.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to collaborate with the Social Services Advisory Board which provides funding recommendations from local tax revenue to support essential public services, and which provides CDBG Public Services funding recommendations.

### **Actions planned to foster and maintain affordable housing**

The City plans to continue the Housing Rehabilitation Project to preserve safety, livability, and accessibility of existing affordable owner-occupied housing, and to help stabilize lower income neighborhoods. Currently, Housing and Credit Counseling, Inc. collaborates with Habitat for Humanity to provide home ownership counseling to eligible LMI Clients throughout the local area.

A recent initiative facilitated by City Administration called Access MHK is a committee of local individuals, area agencies, and organizations that are exploring the creation of a policy for the City that would allow Manhattan homeowners to have a small secondary dwelling on the property they live on. Citizens have requested guidance on the construction of “Tiny Homes” and accessory dwelling units (ADU’s), which are included in recently adopted building codes and under consideration in proposed zoning regulations to aid in expanding the affordable housing stock. Access MHK believes the potential benefits ADU’s have are to create quality affordable housing, provide housing for aged and disabled, stabilize and revitalize aging neighborhoods, improve rental conditions and owner-renter relations, increase access to homeownership, increase local investment and attract talent, and reduce sprawl and increase resiliency.

### **Actions planned to reduce lead-based paint hazards**

The City follows the HUD lead-based paint regulations and was recertified with the state of Kansas as a lead-based paint (LBP) activity firm in April 2019. The City will renew this certification in the summer of 2021. Whenever the Rehabilitation Project will be disturbing paint, the City tests for LBP in homes that were built in or before 1978. When it is found, the City requires contractors to be LBP-certified and use lead-safe work practices.

### **Actions planned to reduce the number of poverty-level families**

The Manhattan Urban Comprehensive Plan contains goals, policies and guiding principles that promote neighborhoods that contain a mixture of land uses and diversified housing options including affordable housing, to serve all income levels and a growing and changing population.

### **Actions planned to develop institutional structure**

The Comprehensive Plan includes housing that is affordable and neighborhood designs that promote multi-modal connectivity between adjacent neighborhoods, commercial areas, parks, and open space. Housing and neighborhood goals include maintaining the quality and character of established neighborhoods throughout the Manhattan Urban Area and ensuring that infill and redevelopment is compatible with existing neighborhoods and is appropriate in size, scale, design, and use. New neighborhoods will be located where residents of all ages, abilities, and financial means will have access

to the full range of infrastructure, facilities, and services to lead active, healthy lifestyles.

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

The City Commission created the Social Services Advisory Board (SSAB), which makes recommendations on funding for social service activities in the City with local funds, and for CDBG funds. The Community Care Team is a collaboration of agencies that identify and assist individuals who are repeat users of emergency assistance, for non-emergency issues. The City will continue to encourage public services agencies, the MHA, MESI, and the Crisis Center to participate in the monthly Riley County Council Social Service agency meetings, as well as to increase collaboration in providing services and accessing additional resources. The Riley County Health Department provides a variety of services to residents and families in Manhattan and throughout Riley County, and is a key member of the Community Care team.

**Discussion:**

The City is committed to maintaining a good quality of life for all individuals and families.

DRAFT

## Program Specific Requirements

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

**Introduction:**

The City of Manhattan does not expect to receive any program income in the 2021 Program Year. The only source of Program Income that the City receives is from repayment of Housing Rehabilitation Grants by homeowners who have not maintained the terms of their grant agreement or are leaving the program. The City does not have any Urban Renewal Settlements and has returned no grant funds to the line of credit.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

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

<b>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</b>	0
<b>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</b>	0
<b>3. The amount of surplus funds from urban renewal settlements</b>	0
<b>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.</b>	0
<b>5. The amount of income from float-funded activities</b>	0
<b>Total Program Income</b>	0

#### Other CDBG Requirements

<b>1. The amount of urgent need activities</b>	0
<b>2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.</b>	
<b>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.</b>	71.00%

The City estimates that most CDBG funds currently used for activities that benefit LMI persons will exceed 70% over the years covered by the 2020 to 2024 Strategic Plan. This is based on the current rate of 100% of prior years' funds that have been used for activities beneficial to LMI persons.