

# DAKOTA COUNTY ANNUAL ACTION PLAN Program Year 2022

Community Development Block Grant (CDBG)  
HOME Investment Partnerships Program (HOME)  
Emergency Solutions Grant (ESG)



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## **Executive Summary**

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

#### **1. Introduction**

In order to receive federal funding from the U.S. Department of Housing and Urban Development (HUD), Dakota County is required to prepare a Consolidated Plan, as well as subsequent Annual Action Plans and Consolidated Annual Performance and Evaluation Reports (CAPERs), for the following entitlement programs: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Solutions Grant (ESG). Currently, Dakota County does not receive any HOPWA funds.

The Fiscal Year (FY) 2022 Annual Action Plan (Action Plan) is the third year of Dakota County's Consolidated Plan for Fiscal Years 2020-2024 (Con Plan) as ratified by the Dakota County Board of Commissioners and approved by HUD.

The Consolidated Plan lays out the objectives, priority goals and outcomes Dakota County has established to provide decent affordable housing, suitable living environments, and expand economic opportunities primarily for low-and moderate-income households over the next five-year period. In the Action Plan, Dakota County identifies the proposed programs and projects to be undertaken during the 2022 program year to achieve the objectives and outcomes established in the Consolidated Plan.

The CDA has administered the federal funds on behalf of Dakota County since the County became an entitlement jurisdiction in 1984. Each of the three entitlement programs has eligible activities in which the funds can be utilized. The CDA ensures the requirements are met and will continue to provide the administration of all three programs through its agreement with the County.

Dakota County is designated as the lead agency for the Dakota County HOME Consortium and assumes the role of monitoring and oversight of the HOME funds for the Consortium, which includes the counties of Anoka, Dakota, Ramsey, and Washington, and the city of Woodbury. As the grantee of CDBG funds, Dakota County directly works with the various municipalities (municipal subrecipients) within the County to provide access to this funding stream. The CDA provides the managerial oversight of the numerous activities implemented with HOME, CDBG, and ESG resources.

NOTE: In this document, the terms "Program Year" and "Fiscal Year" are used interchangeably. The terms refer to the fiscal year starting July 1st and ending the following June 30th.

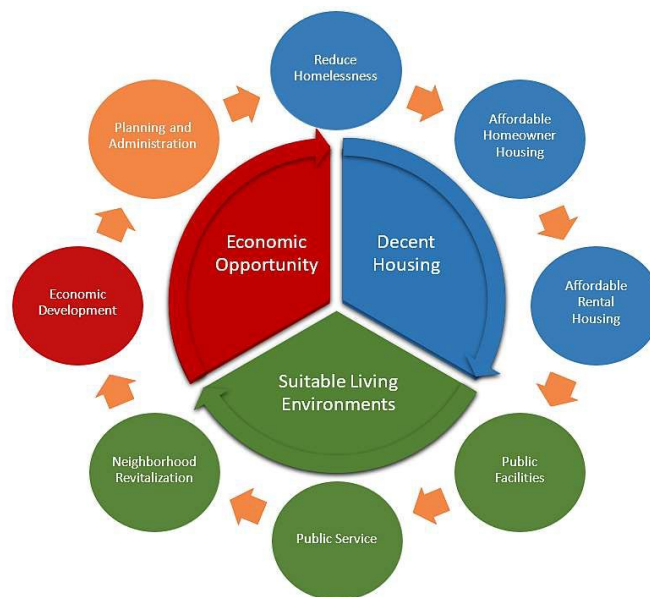
## 2. Summarize the objectives and outcomes identified in the Plan

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.

With the outcomes established by Congress in mind and guided by the mission statements of Dakota County and Dakota County CDA, the following objectives were identified to achieve the housing and community development needs of Dakota County communities and its residents.

1. Increase the affordable housing choices for low-and moderate-income households.
2. Preserve and improve existing housing to maintain affordability.
3. Increase access and quality of living by providing public services and supporting public facilities.
4. Support community development that revitalizes neighborhoods and removes safety and blight hazards.
5. Support economic development that enhances the workforce and businesses.
6. Support planning efforts that address the housing, community and economic development needs of Dakota County and continue to foster partnerships with community stakeholders.

The priority goals and the strategies to achieve the desired outcomes of decent housing, suitable living environments and economic opportunity were then formulated to serve the broad range of households, and to provide benefit to as many persons possible given the parameters of the funding programs.



The following chart details the strategies from the 2020-2024 Consolidated Plan.

2020-2024 Consolidated Plan - Dakota County						
Objective		Priority	Strategy		Outcome	
6	Support planning efforts that address the housing, community and economic development needs of Dakota County, support fair housing choice and continue to foster partnerships with community stakeholders.	1	Increase the affordable housing choices for low-and moderate-income households and reduce homelessness.	Reduce Homelessness	a. Support the implementation and operation of coordinated access entry sites for families, youth and singles b. Support housing stabilization initiatives for homeless populations c. Support the operation of emergency shelter facilities	<ul style="list-style-type: none"> <li>• 200 Households provided Rapid Rehousing Assistance</li> <li>• 100 Homeless Prevention</li> </ul>
			Affordable Rental Housing	a. Assist households to secure housing through new construction b. Improve energy efficiency of rental units c. Rehabilitate and preserve affordability in multifamily units d. Support fair housing activities	<ul style="list-style-type: none"> <li>• 360 Rental Units constructed</li> <li>• 20 Rental Units rehabilitated</li> </ul>	
		2	Preserve and improve existing housing to maintain affordability.	Affordable Homeowner Housing	a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner-occupied housing units d. Rehabilitate and preserve affordability in single family units e. Provide homeowner counseling and short-term assistance f. Support fair housing activities	<ul style="list-style-type: none"> <li>• 300 Homeowner Units rehabilitated</li> <li>• 6 Homeowner Units (re)constructed</li> </ul>
				Public Facilities	a. Assist in the development of centers and recreational parks in Low/Mod Areas b. Improve sidewalk accessibility and safety, in compliance with ADA c. Improve accessibility to Public Facilities, in compliance with ADA d. Assist LMI homeowners with street assessments	<ul style="list-style-type: none"> <li>• 13,000 Persons benefited from public facility or infrastructure improvement</li> </ul>
		3	Increase access and quality of living by providing public services and supporting public facilities.	Public Services	a. Support programs that fulfill basic needs for persons who are low-income, homeless and/or limited clientele b. Support programs for youth c. Support programs for seniors d. Support transportation services	<ul style="list-style-type: none"> <li>• 15,000 Persons benefited from public services</li> </ul>
				Neighborhood Revitalization	a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards, such as sealing abandoned wells or replacing failing septic systems	<ul style="list-style-type: none"> <li>• 150 Households assisted</li> <li>• 3 Buildings demolished</li> </ul>
		4	Support community development that revitalizes neighborhoods and removes safety and blight hazards.	Economic Development	a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Provide financial assistance to businesses to address building deficiencies (exterior façade improvements)	<ul style="list-style-type: none"> <li>• 20 Workforce Trainees</li> </ul>
					<ul style="list-style-type: none"> <li>• 20 Workforce Trainees</li> </ul>	
		5	Support economic development that enhances the workforce and businesses.	Economic Development	a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Provide financial assistance to businesses to address building deficiencies (exterior façade improvements)	<ul style="list-style-type: none"> <li>• 20 Workforce Trainees</li> </ul>
					<ul style="list-style-type: none"> <li>• 20 Workforce Trainees</li> </ul>	
Planning and Administration					a. Support all of the goals and strategies with planning and administration	

### **3. Evaluation of past performance**

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

Dakota County and the Dakota County HOME Consortium consistently perform well in the administration of the three grant programs discussed in this plan. In the CDBG program, one regulatory measure used by HUD to evaluate performance is the timeliness ratio test. This formula measures the amount of an entitlement community's unexpended funds 60 days prior to the start of the next program year in relation to the amount of funding it receives; the ratio cannot exceed 1.5. Dakota County's timeliness ratio is measured on May 2<sup>nd</sup> each year. This year, Dakota County and the CDA have been focused on initiatives funded with the County's allocation of ESG-CV and CDBG-CV funds, including mortgage assistance, emergency hotel sheltering, food banks, and transportation for seniors to doctors and grocery stores. Because of these additional efforts, on May 1, the Dakota County ratio was 1.86.

The HOME program uses commitment and expenditure deadlines to measure performance. Dakota County has met all deadlines.

The ESG program uses drawdown requirements to measure performance. Dakota County has made consistent drawdowns of ESG funds.

While these financial tests are required and are measurements of performance, it is also important that projects and programs carried out with these funds meet outcome expectations and benefit eligible persons. Reporting on outcomes and beneficiaries is made available each year in the Consolidated Annual Performance and Evaluation Report (CAPER). Dakota County and the CDA recognize that the evaluation of past performance is critical to ensuring the County and its subrecipients are implementing activities effectively and that those activities align with the overall strategies and goals listed in the Con Plan. The performance of programs and systems are evaluated on a regular basis and adjustments are made as needed.

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

Summary from citizen participation section of plan.

#### **Community partners consultation**

The development timeline and process of the Action Plan was discussed at the annual CDBG workshops held on November 18, 2021. Each municipality is required to formally apply for CDBG funding and request funding for activities that would best serve their community needs. Applications were provided to city and township staff on November 18, 2021 and were due back to the CDA by January 14, 2022.

CDA staff regularly attend the monthly meetings held by the Affordable Housing Coalition and consulted the members of the coalition regarding the Annual Action Plan. The discussion and feedback were helpful to determine the actions needed to meet the goals of the Consolidated Plan. Members of the Affordable Housing Coalition also reviewed and made comments on the ESG Written Standards. These comments were incorporated into the Written Standards prior to the Action Plan public hearing on April 19, 2022.

CDA staff consulted with following Dakota County departments and divisions: Community Services, Physical Development, Workforce Development, Environmental Resources, and the Office of Planning specific to the activities that could be potentially funded with CDBG funds. An internal e-mail was sent to various County Departments to apply for 2022 funding with the same application deadline as the municipalities. The Physical Development Committee of the Whole reviewed the staff-recommended 2022 Countywide activities on the regular agenda, which included discussion from County Commissioners, on February 8, 2022.

To continue the community engagement process once the proposed objectives and outcomes had been identified, CDA staff presented the plan to the community and its stakeholders in the following manner:

1. Presentations (February 2022-May 2022) – Dakota County CDA presented a draft of the priorities and goals established to the following:
  - A Consortium-wide presentation to the public (February 15).
  - Affordable Housing Coalition meeting (February 10).
  - The Physical Development Committee of the Whole (March 15) reviewed the material at a regularly scheduled meeting.
2. Public Hearing and Comment Period (March 2022 – April 2022) – A 38-day public comment period was opened March 11, 2022 and ran through April 18, 2022. Public notices were published in the *Dakota County Tribune* and the *Star Tribune*, as well as on the websites of Dakota County, the Dakota County CDA, and the cities in Dakota County. The published public notices included estimated allocations and proposed draft activities for the funds because HUD had not yet released the final allocations. A public hearing was held on April 19, 2022 at the Dakota County Board of Commissioners meeting. The Dakota County Consortium members each held their own public hearings. A second 30-day public comment notice was opened July 27, 2022 and ran through August 29, 2022. This public notice included the final allocations and activities for the CDBG, HOME and ESG programs.

## **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.

A public comment period was open for 38 days from March 11, 2022 to April 18, 2022. The published public notice for the public comment period and the draft Action Plan used estimated amounts and proposed draft activities to elicit public comments. A public hearing was held on April 19, 2022 at the Dakota County Board of Commissioners. A second 30-day public comment period was open from July 27, 2022 to August 29, 2022 after HUD released the final allocations for the CDBG, HOME and ESG programs. No comments were received during the two public comment periods and no comments were received during the public hearing.

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

A public comment period was open for 38 days from March 11, 2022 to April 18, 2022. The published public notice for the public comment period and the draft Action Plan used estimated amounts and proposed draft activities to elicit public comments. A public hearing was held on April 19, 2022 at the Dakota County Board of Commissioners. A second 30-day public comment period was open from July 27, 2022 to August 29, 2022 after HUD released the final allocations for the CDBG, HOME and ESG programs. No comments were received during the two public comment periods and no comments were received during the public hearing.

#### **7. Summary**

Dakota County and the HOME Consortium members were allocated approximately \$4.8 million between CDBG, HOME and ESG for FY 2022. Dakota County will receive approximately \$3 million in grant allocations, with the largest being CDBG. For the 2022 program year, Dakota County has set funding for 41 activities to take place either within a specified city or on a Countywide basis. The breakout is 33 activities are funded with CDBG, four activities are funded with ESG, and four activities are funded with HOME including program administration.

The other members of the Dakota County HOME Consortium will work with their respective elected Boards for approval of the non-HOME funds.

The following activity statement and graphs detail the intended uses (activities) of CDBG, HOME and ESG funds for Program Year 2022.



## Final Dakota County FY 2022 CDBG/HOME/ESG Activity Statements

Final CDBG Budget with 1.54% (\$29,889) decrease from FY 2021

Final HOME Budget with 11.4% (\$275,840) increase from FY 2021

Final ESG Budget with 0.90% (\$1,484) decrease from FY 2021

### 2022 Dakota County CDBG Activity Statement

#### Small Cities and Townships:

City/Township	Project	2022 Budget
Castle Rock Twp.	Planning & Admin - Zoning Ordinance Amendment	\$ 18,000
Greenvale Twp	Planning & Admin - Zoning Ordinance Amendment	\$ 15,000
Waterford Twp	Planning & Admin – Building Site Inventory	\$ 14,500
	<b>Total</b>	<b>\$ 47,500</b>

#### Large Cities:

City	Project	2022 Budget
Apple Valley	Home Improvement Loan Program	\$ 143,834
	Public Service - DARTS Senior Chore Service	\$ 21,000
	<b>Total</b>	<b>\$ 164,834</b>

City	Project	2022 Budget
Burnsville	Home Improvement Loan Program	\$ 201,607
	Public Service - Burnsville Youth Collaborative	\$ 53,000
	<b>Total</b>	<b>\$ 254,607</b>

City	Project	2022 Budget
Eagan	Home Improvement Loan Program	\$ 166,732
	Public Service - Pre-School Program	\$ 3,000
	Public Service - Youth After School Programs	\$ 14,800
	Public Service - Dakota Woodland Youth	\$ 6,000
	Public Service - DARTS Senior Chore Services	\$ 5,000
	Public Service - Senior Services	\$ 11,200
	<b>Total</b>	<b>\$ 206,732</b>

City	Project	2022 Budget
Farmington	Home Improvement Loan Program	\$ 35,942
	Public Service - Senior Services	\$ 5,000
	<b>Total</b>	<b>\$ 40,942</b>

City	Project	2022 Budget
Hastings	Assessment Abatement	\$ 73,612
	<b>Total</b>	<b>\$ 73,612</b>

**2022 Dakota County CDBG Activity Statement Cont'd.**

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
Inver Grove Heights	Home Improvement Loan Program	\$ 148,669
	<b>Total</b>	<b>\$ 148,669</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
Lakeville	Home Improvement Loan Program	\$ 47,153
	Planning & Admin - Housing Needs Assessment	\$ 30,000
	Planning & Admin - Parking Needs Assessment	\$ 25,000
	Public Service - Senior Transportation	\$ 25,000
	Public Service - Senior Services	\$ 20,000
	<b>Total</b>	<b>\$ 147,153</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
Mendota Heights	Home Improvement Loan Program	\$ 22,157
	<b>Total</b>	<b>\$ 22,157</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
Northfield	Public Facilities – Park Improvements	\$ 29,461
	Rental Rehab Program	\$ 35,840
	<b>Total</b>	<b>\$ 65,301</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
Rosemount	Home Improvement Loan Program	\$ 57,265
	<b>Total</b>	<b>\$ 57,265</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
South St. Paul	Home Improvement Loan Program	\$ 85,479
	<b>Total</b>	<b>\$ 85,479</b>

<b>City</b>	<b>Project</b>	<b>2022 Budget</b>
West St. Paul	Home Improvement Loan Program	\$ 113,958
	<b>Total</b>	<b>\$ 113,958</b>

**2022 Dakota County CDBG Activity Statement Cont'd.**

<b>Countywide</b>	<b>Project</b>	<b>2022 Budget</b>
Dakota County	Home Improvement Loan Estimated Revolving Loan	\$ 600,000
	Planning & Admin - CDA General Grant Administration	\$ 213,260
	Countywide Home Improvement Loan	\$ 112,369
	Planning & Admin – Rural Water Supply Feasibility Study	\$ 50,000
	Septic System Repair/Replacement	\$ 25,000
	Public Services – Housing Counseling	\$ 80,000
	<b>FY 2022 CDBG Countywide (Entitlement Only)</b>	<b>\$ 480,629</b>
	<b>FY 2022 CDBG Total Budget (Entitlement Only)</b>	<b>\$ 1,908,838</b>
	<b>FY 2022 CDBG Total Budget (Entitlement &amp; Est. Program Income)</b>	<b>\$ 2,508,838</b>

## Dakota County HOME Consortium 2022 Activity Statement

Participating Jurisdiction	Project	2022 Budget
Anoka County <i>23.6% Share</i>	Affordable Homeowner Housing	\$ 476,551.00
	Homeowner (from Woodbury)	\$ 69,493.00
	Homeowner – Program Income	\$ 14,789.25
	Homeowner (from Woodbury) - Program Income	\$ 34,605.44
	Rental - Community Housing Development Organization	\$ 95,310.00
	Grant Administration	\$ 49,604.00
	Grant Administration – Program Income	\$ 1,232.44
<b>Total</b>		<b>\$ 741,585.13</b>

Participating Jurisdiction	Project	2022 Budget
Dakota County <i>37.1% Share</i>	Affordable Rental Housing	\$ 750,078.00
	Rental Housing – Program Income	\$ 49,706.74
	Rental - Community Housing Development Organization	\$ 150,016.00
	Grant Administration	\$ 142,345.00
	Grant Administration – Program Income	\$ 14,068.27
	<b>Total</b>	

Participating Jurisdiction	Project	2022 Budget
Ramsey County <i>23.3% Share</i>	Affordable Rental Housing	\$ 470,693.00
	Rental – Program Income	\$ 385,172.00
	Rental - Community Housing Development Organization	\$ 94,139.00
	Grant Administration	\$ 47,069.00
	Grant Administration – Program Income	\$ 29,598.00
	<b>Total</b>	

Participating Jurisdiction	Project	2022 Budget
Washington County <i>12.5% Share</i>	Affordable Homeowner Housing	\$ 245,918.00
	Homeowner – Program Income	\$ 18,000.00
	Affordable Rental Housing	\$ 7,408.00
	Rental - Community Housing Development Organization	\$ 50,665.00
	Grant Administration	\$ 25,333.00
	Grant Administration – Program Income	\$ 1,500.00
	<b>Total</b>	

**Dakota County HOME Consortium 2022 Activity Statement cont.**

<b>Participating Jurisdiction</b>	<b>Project</b>	<b>2022 Budget</b>
City of Woodbury  3.4% Share	Grant Administration	\$ 5,000.00
	Rental - Community Housing Development Organization	\$ 13,899.00
	<b>Total</b>	<b>\$ 18,899.00</b>

<b>Consortium Totals</b>	<b>Project</b>	<b>2022 Budget</b>
	HOME Projects:	
	Affordable Rental Housing	\$ 1,228,179.00
	Affordable Homeowner Housing	\$ 791,962.00
	Rental - Community Housing Development Organization	\$ 404,029.00
	Grant Administration	\$ 269,351.00
	Prior Year Program Income	\$ 548,671.37
	<b>Total Grant</b>	<b>\$ 2,693,521.00</b>
	<b>Total Grant and Program Income</b>	<b>\$ 3,242,192.37</b>

**2022 Dakota County ESG Activity Statement**

<b>Dakota County</b>	<b>Activity</b>	<b>2022 Budget</b>
	Rapid Re-Housing/Stabilization Services	\$ 123,997.00
	Emergency Shelter Operations	\$ 26,000.00
	Homeless Management Information System (HMIS)	\$ 750.00
	Grant Administration	\$ 12,223.00
	<b>FY 2022 ESG Total Budget</b>	<b>\$ 162,970.00</b>

**PR-05 Lead & Responsible Agencies - 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and Annual Action Plans and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
Lead Agency	Dakota County	
CDBG Administrator	Dakota County	Community and Economic Development
HOME Administrator	Dakota County	Community and Economic Development
ESG Administrator	Dakota County	Community and Economic Development
HOPWA Administrator	N/A	
HOPWA-C Administrator	N/A	

**PR 05 Table 1 – Responsible Agencies**

**Narrative**

Dakota County receives CDBG and ESG funds as an entitlement jurisdiction and receives HOME funds as a part of a consortium of counties that includes Anoka, Ramsey and Washington and the city of Woodbury. Dakota County first became eligible to receive a direct allocation of CDBG funding in 1984. The Dakota County HOME Consortium was formed in 1994, and in 2013 Dakota County began to receive an allocation of ESG funding.

Dakota County is designated as the lead agency for the Dakota County HOME Consortium and assumes the role of monitoring and oversight of the HOME funds for the Consortium. As the grantee of CDBG funds, Dakota County directly works with cities and townships within the County to provide access to this funding stream (municipal subrecipients), and also provides the managerial oversight of the numerous activities implemented with CDBG resources.

The Dakota County Community Development Agency (CDA) has administered these federal funds on behalf of Dakota County since Dakota County became an entitlement jurisdiction. Dakota County and the CDA enter into a subrecipient agreement annually to carry out the County’s obligations and responsibilities of all three entitlement programs. Each program has specific regulatory requirements and eligible activities for which the funds may be utilized. The CDA is charged with ensuring these requirements are met and will continue to provide the administrative responsibilities of the three programs through its agreement with the County.

In addition to administering each grant program, Dakota County CDA is responsible for preparing the Consolidated Plan and Annual Action Plans.

### **Consolidated Plan and Action Plan Public Contact Information**

The contact for the Action Plan is:

Maggie Dykes  
Dakota County Community Development Agency (CDA)  
Community and Economic Development Department  
1228 Town Centre Drive  
Eagan, MN 55123  
651-675-4464 or [mdykes@dakotacda.org](mailto:mdykes@dakotacda.org)

Additionally, as the lead agency for the Dakota County HOME Consortium, portions of the plan include responses as addressed by the respective consortium member. Their contact information is listed below.

Anoka County – Karen Skepper; 763-324-4603 or [karen.skepper@co.anoka.mn.us](mailto:karen.skepper@co.anoka.mn.us)

Ramsey County – Max Holdhusen; 651-431-8199 or  
[max.holdhusen@CO.RAMSEY.MN.US](mailto:max.holdhusen@CO.RAMSEY.MN.US)

Washington County - Angela Shuppert; 651-379-9551 or  
[AngieS@washingtoncountycda.org](mailto:AngieS@washingtoncountycda.org)

City of Woodbury – Janelle Schmitz; 651-714-3534 or  
[janelle.schmitz@woodburymn.gov](mailto:janelle.schmitz@woodburymn.gov)

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

### **1. Introduction**

Dakota County used several methods to engage citizens in the development of the Action Plan as well as consulted a variety of community stakeholders within the last year. The County and the CDA continued partnerships with housing and service providers, workforce developers, elected officials, community planners, and public entities including regional governments, municipalities and townships.

**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)).**

To improve the coordination between the various community stakeholders that are connected to Dakota County residents in a variety of ways, the Dakota County CDA regularly attends and/or hosts meetings with these stakeholders. The intent is to learn about the programs and supports being offered in the community, as well as where there is a lack of programming. When there is a partnership that can be formed or support that can be offered, the CDA examines the potential role it could play to move the conversation from dialogue to action. The CDA aims to fully understand the issues driven by Dakota County residents with focus on housing and community development.

The development of the 2022 Action Plan involves a close partnership between the following entities:

- Dakota County departments:
  - Physical Development Division
  - Community Services Division
  - Environmental Resources Department
  - Office of Planning
  - Sheriff's Office
- Dakota County Community Development Agency (CDA)
- Dakota Affordable Housing Coalition (AHC) – A public/private collaboration that facilitates Countywide planning of homeless services and resources. Regular participants include:
  - 360 Communities
  - Twin Cities Habitat for Humanity
  - Guild Incorporated
  - Hearth Connections
  - The Link (homeless youth program)
  - Dakota-Carver-Scott CAP Agency
  - Neighbors, Inc. (a non-profit, social-service agency providing emergency assistance and supportive assistance programs to low-income community members in the northern Dakota County communities)



- MICAH (a coalition of religious groups working to end homelessness and expand affordable housing in the Twin Cities region)
- SMRLS (Southern Minnesota Regional Legal Services)
- Minnesota Assistance Council for Veterans
- Dakota County Veterans Services
- Fair Housing Implementation Council
- Dakota County HOME Consortium members – Dakota County/CDA, Anoka County, Ramsey County, Washington County and City of Woodbury
- Dakota-Scott Workforce Investment Board (Business Services Committee)
- City of Apple Valley
- City of Burnsville
- City of Eagan
- City of Farmington
- City of Hastings
- City of Inver Grove Heights
- City of Mendota Heights
- City of Northfield
- City of Rosemount
- City of South St. Paul
- City of West St. Paul
- Castle Rock Township
- Greenvale Township
- Waterford Township

**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.**

Dakota County is part of the regional Continuum of Care (CoC) and Suburban Metro Area CoC (SMAC). It is composed of the five counties that surround the Minneapolis/St. Paul area: Anoka, Dakota, Scott, Carver and Washington Counties. Each has a local homeless planning committee, but the Affordable Housing Coalition (AHC) acts as the governing body and represents Dakota County in its response to homelessness. The CDA has been an active member in AHC and solicited the feedback of the group on matters related to the Annual Action Plan, specifically on housing and homelessness. The AHC oversees the funding decisions for other resources to specifically address homelessness among individuals, families and unaccompanied youth.

**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 allocations of ESG funds were reviewed by the Dakota Affordable Housing Coalition (AHC), which voted on the amounts distributed to various activities in February 2022. The AHC determined the following distribution:

Component	2022-2023	Percent
<b>Emergency Shelter Recommended for Funding</b>		
<b>Shelter Operations</b> Costs of rent, security, insurance, utilities, food, and supplies necessary for the operation of the emergency shelter	\$26,000	<b>15.9%</b>
<b>TOTAL EMERGENCY SHELTER</b>	<b>\$26,000</b>	
<b>Rapid Re-Housing Recommended for Funding</b>		
<b>Rental Assistance</b> Medium-term (3-24 months) of rental assistance payments based on 50% of the household income	\$101,678	<b>76.1%</b>
<b>Housing Relocation and Stabilization Services</b> Financial assistance to pay housing owners, utility companies, and other third parties for rental application fees, security deposits and last month's rent	\$22,319	
<b>TOTAL RAPID RE-HOUSING</b>	<b>\$123,997</b>	
<b>HMIS Expenses Recommended for Funding</b>		
<b>Dakota County and CDA HMIS costs (License fees)</b> Costs of rent, security, insurance, utilities, food, and supplies necessary for the operation of the emergency shelter	\$750	<b>0.5%</b>
<b>TOTAL HMIS</b>	<b>\$750</b>	
<b>Administrative Expenses Recommended for Funding</b>		
Administrative Costs – Costs to administer ESG program for Dakota County and CDA	\$12,223	<b>7.5%</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>\$12,223</b>	
<b>TOTAL ESG FUNDING</b>	<b>\$162,970</b>	<b>100%</b>

**AP-10 Table 1 – Recommended ESG Allocations**

The Written Standards for ESG are replications of the SMAC adopted standards to further align with the CoC and all the other resources being used to combat homelessness. These Written Standards are updated on an on-going basis to ensure continued high performance when serving the homeless population.

The SMAC has decided to operate within a statewide Homeless Management Information System (HMIS) and, along with the other CoC regions in the state, has designated the Institute for Community Alliances as the lead agency of that system. The policies for HMIS are addressed within the SMAC bylaws. The Written Standards address the expenditure and administration of funds for HMIS.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**AP-10 - Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Scott Carver Dakota CAP Agency, Inc.
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. Assisted with development of the ESG Written Standards.
2	<b>Agency/Group/Organization</b>	The Link
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Unaccompanied youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. The anticipated outcomes are continued operation of a youth drop-in center at a local church.
3	<b>Agency/Group/Organization</b>	Dakota County Housing and Community Resources
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meeting and Housing and Services committee. Staff assisted in providing information related to CoC and drafting responses for the Consolidated Plan and the Action Plan.
4	<b>Agency/Group/Organization</b>	Southern MN Regional Legal Services
	<b>Agency/Group/Organization Type</b>	Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on fair housing testing and assistance with strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
5	<b>Agency/Group/Organization</b>	Mental Health Resources
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. Assisted with development of the ESG Written Standards. Anticipated outcomes are continued work on coordinated entry.
6	<b>Agency/Group/Organization</b>	Veterans Administration
	<b>Agency/Group/Organization Type</b>	Housing Other government - Federal
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are to continue partnership with the VASH program and hope to improve coordination to identify if other housing gaps exist for Veterans.
7	<b>Agency/Group/Organization</b>	MN Assistance Council for Veterans
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Areas for improved coordination are to identify if other housing gaps exist for Veterans.
8	<b>Agency/Group/Organization</b>	Neighbors, Inc.
	<b>Agency/Group/Organization Type</b>	Services-homeless Food Bank

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
9	<b>Agency/Group/Organization</b>	Guild, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
10	<b>Agency/Group/Organization</b>	Dakota County Environmental Services
	<b>Agency/Group/Organization Type</b>	Other government - County Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted on the needs of water and sanitary hazards for the drinking supply. Anticipated outcome is ongoing funding for the well sealing program and funding for septic repair program, both are CDBG eligible activities.
11	<b>Agency/Group/Organization</b>	360 Communities
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing. 360 Communities has been a partner in implementing public services funded with CDBG.
12	<b>Agency/Group/Organization</b>	Dakota County Workforce Development
	<b>Agency/Group/Organization Type</b>	Other government - County Grantee Department Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted on the need for employment services. Anticipated outcomes include workforce development through job training, internships and support services.
13	<b>Agency/Group/Organization</b>	Hearth Connection
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
14	<b>Agency/Group/Organization</b>	Dakota County Broadband Board
	<b>Agency/Group/Organization Type</b>	Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Consulted through the Executive Committee to determine the current needs for broadband internet in Dakota County; consultation included internet service providers including legacy providers like Comcast, Charter Communications, CenturyLink, as well as newer technology companies. The anticipated outcomes are narrowing the digital divide throughout the County through creation of a fiber loop using institutional networks (I-Net) and the commercial networks (CNet). The CDA will continue to communicate with board on future needs.
15	<b>Agency/Group/Organization</b>	Dakota County Sheriff's Office
	<b>Agency/Group/Organization Type</b>	Agency - Emergency Management
	<b>What section of the Plan was addressed by Consultation?</b>	Other - Emergency Management & Resiliency
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Dakota County was consulted regarding emergency management needs and resiliency planning. In addition, they participated in the 2020 Con Plan community survey for cities. The Hazard Mitigation Plan completed in 2016 was also used to complete parts of the NA and MA sections of plan.
16	<b>Agency/Group/Organization</b>	Dakota County Physical Development Division
	<b>Agency/Group/Organization Type</b>	Agency - Management of Public Land or Water Resources
	<b>What section of the Plan was addressed by Consultation?</b>	Other - Management of Public Lands
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Dakota County Physical Development Division was consulted for management of public lands and parks. Consultation includes brownfield redevelopment, public park expansion and improvements, resiliency for public lands. Consultations were done in person and via virtual meetings.

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

Publicly funded institutions such as healthcare, mental health facilities, foster care and corrections programs were not directly consulted for the purposes of the Action Plan. These facilities have previously been engaged by CoC members to coordinate the discharge planning and policies. The CoC has actively engaged representatives from local hospitals and health care providers to plan services and referral processes. The CoC has a network of collaborating agencies that ensures persons who are discharged from a mental health facility are not discharged to homelessness. Partners include County mental health case managers and social workers, and nonprofits that specialize in serving clients with mental health needs like Guild Incorporated. The CoC engages foster care workers in planning efforts to ensure they are aware of programming available for permanent housing upon discharge.

Consulted for the Consolidated Plan were the members and staff who implement CoC funding and are directly involved in providing the case management as identified in those policies. The intent was to connect with the providers at the client level to gain the insight and barriers they see in implementing federal funding.

Previously, Dakota County and CDA staff had met with correctional probation officers to discuss the housing options for households exiting correctional programs. The Department of Corrections (DOC) is primarily responsible for preventing offenders from being released from State facilities into homelessness. The DOC provides a case manager to assist offenders with identifying housing resources.

The adjacent governmental entities that make up the HOME Consortium were consulted specific to the priorities they felt were present in their communities and where HOME funding would potentially be spent. These units of government are consulted regularly for the overall implementation of the HOME program.



**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	SMAC	Homelessness and Affordable Housing
Heading Home Dakota	Dakota County Community Services	Homelessness and Affordable Housing
5-year PHA Plan for Dakota County	Dakota County CDA	Affordable Housing
Thrive MSP 2040	Metropolitan Council	Increase supply of affordable housing
Housing Policy Plan	Metropolitan Council	Increase supply of affordable housing
Dakota County Housing Needs Assessment	Dakota County CDA	Increase supply of affordable housing

**AP-10 Table 3 – Other local / regional / federal planning efforts**

**Narrative**

As the administrator of the CDBG, HOME and ESG programs, the Dakota County CDA has informal and formal partnerships with local city governments, the Metropolitan Council (the metropolitan area regional planning agency), County government, local and regional non-profits, state housing finance agency and the Department of Health. These entities informed this Annual Action Plan and will be integral in its implementation.

## **AP-12 Participation - 91.401, 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**

For the Action Plan, Dakota County CDA sought to engage citizens and include their viewpoints on the needs within the various communities. As well as, inform citizens of the ways CDBG, HOME and ESG funds are utilized. As detailed in the Citizen Participation Plan, Dakota County, as a recipient of these federal funds, must provide for and encourage public participation to develop the plan. The minimum requirements are that two public hearing are held at different stages of the program year, and 30-day comment period is open to obtain citizen's views. This is met by a public hearing being held prior to the beginning of the planning stages and a public hearing held after the comment period. The public comment period was kept open for over 30 days to ensure adequate time was given for citizens to comment on the Action Plan.

#### **Citizen Participation dates:**

- Dakota County Physical Development Committee (PDC) – February 8, 2022 (to review Countywide CDBG activities)
- Public Comment periods:
  - Dakota Tribune – March 11, 2022 – April 18, 2022
  - Star Tribune – March 11, 2022 – April 18, 2022
  - Star Tribune – July 27, 2022 – August 29, 2022 (second public comment period to account for final funding amounts from HUD)
- PDC – March 15, 2022 (to review the Action Plan; set public hearing)
- Public Hearing – April 19, 2022 at the Dakota County Board of Commissioners
- Approval of Action Plan – June 7, 2022 at the Dakota County Board of Commissioners meeting

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ads (Dakota Tribune and Star Tribune)	Non-targeted/ broad community	N/A	None Received	None Received	NOTE: The links to notices for the publications listed are no longer active. Please see the public comment and public hearing notices attached to the FY 2022 AAP.
2	Internet Outreach	Non-targeted/ broad community	N/A	None Received	None Received	<a href="http://www.co.dakota.mn.us">www.co.dakota.mn.us</a> <a href="http://www.dakotacda.org">www.dakotacda.org</a> The notice was also included on the websites of the 12 large cities in Dakota County: Apple Valley, Burnsville, Eagan, Farmington, Hastings, Inver Grove Heights, Lakeville, Mendota Heights, Northfield, Rosemount, South St. Paul and West St. Paul.
3	Public Hearing	Non-targeted/ broad community	No citizens attended the public hearing	None received	None received	
4	Affordable Housing Coalition	Homeless Service Providers	30+ People	Comments incorporated into the ESG Written Standards	None Received	

AP-12 - Table 1 – Citizen Participation Outreach

**AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)**

**Introduction**

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,908,838	600,000	0	2,508,838	The amount of program income (including revolving loan funds) is anticipated to be \$600,000 per year.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	2,693,521	503,177	0	3,196,698	The amount of program income is anticipated to be \$400,000 per year. PY2021 brought in more program income than generally expected.
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	162,970	0	0	162,970	No program income is anticipated.

Continuum of Care	public - federal	Overnight shelter Services Transitional housing	4,412,852	0	0	4,412,852	No program income is anticipated.
LIHTC	public - federal	Acquisition Multifamily rental new construction	960,959	0	0	960,959	The CDA is authorized to allocate low-income housing tax credits to qualified projects in Dakota County. The 2022 Low Income Housing Tax Credits were awarded to Babcock Crossing a new construction project of 49 affordable housing units in the City of Inver Grove Heights.
Public Housing Capital Fund	public - federal	Rental Assistance	904,999	0	0	904,999	
Section 8	public - federal	Rental Assistance	23,907,430	0	0	23,907,430	The annual allocation also includes funding for 25 VASH Vouchers administered by the CDA.

Tax Increment Financing	public - local	Economic Development Housing Multifamily rental new construction New construction for ownership Improvements to existing multi-family affordable housing Public Improvements	0	0	0	0	The CDA has previously used TIF to support affordable housing development. Currently, there are nine CDA TIF districts that are monitored. Increment is used for to support eligible costs per Minnesota statutes. There is no excess increment that can be annually allocated towards projects.
Other	private	Acquisition Economic Development Public Improvements	750,000	0	0	750,000	Levy-fund program from Dakota County CDA for the Redevelopment Incentive Grant program.
Other	public - state	Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab Rental Assistance TBRA Transitional housing	0	0	0	0	Dakota County and Dakota County CDA apply for grant awards on a regular basis for affordable housing development and down payment assistance program funding.

Other	public - local	Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	2,620,000	0	0	2,620,000	The HOPE Program provides gap financing for the acquisition, new construction, and preservation of affordable housing- both rental and ownership- within Dakota County. The program is funded through a portion of the CDA's special benefit tax levy and a request is made to the County Board each year for this levy revenue.
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AP 15 - Table 1 - 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**

For CDBG, the Home Improvement Loan Program, also called the homeowner rehab program, leverages state funding to provide additional loan resources to homeowners to complete rehab projects on their home, primarily mobile homes. Additionally, there are other strategies that leverage private homeowner contributions such as the well sealing program and the abatement of street assessments. CDBG-funded business loan activities require owner investment as well.

Private investment and equity are the major funding sources when LIHTC are used to construct new rental housing.

Other ways funds are leveraged are in the form of a match. The locally funded Housing Opportunities Enhancement (HOPE) Program requires a 2:1 match of funds committed to a project whereas the ESG program requires a 1:1 match. ESG utilizes CoC funds to meet the match requirement while the HOME Program's 25 percent match on funds drawn is met by the various funding streams that may be combined in a rental development project or by donated time and money when working with Habitat for Humanity. Created in 2001, the HOPE program can provide deferred loans of up to \$750,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in Dakota County.

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

Using the Neighborhood Stabilization Program (NSP) funds, Dakota County CDA acquired 31 foreclosed properties during the economic downturn. Twenty-two (22) of the existing homes were in unfavorable conditions and were demolished to remove the safety and blight hazards they posed. A handful of these land bank lots have been sold to Community Housing Development Organizations (CHDOs) and non-CHDOs to develop affordable housing options for low-income homeowners. It is likely this type of partnership will continue with some of the remaining four lots.

**Discussion**



## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Rental Housing	2022	2023	Affordable Housing Homeless Non-Homeless Special Needs		Affordable Rental Housing Planning and Administration	HOME: \$2,067,086 CDBG: \$35,840	Rental Housing Units New Construction: 110 Rental Housing Units Rehabbed Units 2 Rental Units
2	Affordable Home Owner Housing	2022	2023	Affordable Housing		Affordable Homeowner Housing Planning and Administration	CDBG: \$1,735,165 HOME: \$859,357	Homeowner Housing Added: 9 Household Housing Unit Homeowner Housing Rehabilitated: 50 Household
3	Homelessness and Prevention	2022	2023	Homeless		Affordable Rental Housing Homelessness Public Service Community Development Planning and Administration	ESG: \$150,747	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
4	Public Facilities	2022	2023	Non-Housing Community Development		Public Facilities	CDBG: \$29,461	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1 Public Facility
5	Public Service	2022	2023	Non-Housing Community Development		Public Service	CDBG: \$244,000	Public service activities other than

								Low/Moderate Income Housing Benefit: 2,000 Persons Assisted
6	Economic Development	2022	2023	Non-Housing Community Development		Economic Development	CDBG: \$0	0 Businesses Assisted
7	Neighborhood Revitalization	2022	2023	Non-Housing Community Development		Community Development	CDBG: \$98,612	Homeowner Housing Rehabilitated: 20
8	Planning and Administration	2022	2023	Affordable Housing Public Housing Homeless Non- Homeless Special Needs Non-Housing Community Development		Affordable Rental Housing Affordable Homeowner Housing Homelessness Public Service Community Development Economic Development Planning and Administration	CDBG: \$365,760 HOME: \$312,342 ESG: \$12,223	Other: 6 Plans; 3 Grant Admin activities

**AP 20 - Table 1 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Affordable Rental Housing
	<b>Goal Description</b>	The following strategies will be used to provide increased choice and improve existing housing specifically for renter-occupied units. <ol style="list-style-type: none"> <li>1. Assist household to secure housing through new construction</li> <li>2. Improve energy efficiency of rental units</li> <li>3. Rehabilitate and preserve affordability in multifamily units</li> <li>4. Support fair housing activities</li> </ol>
2	<b>Goal Name</b>	Affordable Home Owner Housing
	<b>Goal Description</b>	The following strategies will be used to provide increased choice and improve existing housing specifically for owner -occupied units. <ol style="list-style-type: none"> <li>1. Assist households to become homeowners</li> <li>2. Increase supply of affordable homeowner housing</li> <li>3. Improve energy efficiency of owner-occupied housing units</li> <li>4. Rehabilitate and preserve affordability in single family units</li> <li>5. Support fair housing activities</li> </ol>
3	<b>Goal Name</b>	Homelessness and Prevention
	<b>Goal Description</b>	The following strategies will be used to provide increased choice and improve existing housing specifically for households experiencing homelessness or are at-risk of homelessness. <ol style="list-style-type: none"> <li>1. Support the implementation and operation of coordinated access entry sites for families, youth and single</li> <li>2. Support housing stabilization initiatives for homeless populations</li> <li>3. Support the operation of emergency shelter facilities</li> </ol>
4	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	The following strategies will be used to increase access and the quality of living specific to public infrastructure and facilities. <ol style="list-style-type: none"> <li>1. Assist LMI homeowners with street assessment</li> <li>2. Assist LMI homeowners with water/sewer, storm water and solid waste improvements</li> <li>3. Assist with the development of centers and recreational park improvements</li> <li>4. Improve accessibility and safety</li> </ol>
5	<b>Goal Name</b>	Public Service
	<b>Goal Description</b>	The following strategies will be used to increase access and the quality of living specific to providing public services. <ol style="list-style-type: none"> <li>1. Support programs that fulfill basic needs (food and shelter) for people who are low-income and or homeless</li> <li>2. Support programs that help abused and neglected youth</li> <li>3. Support programs for seniors</li> <li>4. Support transportation services</li> </ol>

6	<b>Goal Name</b>	Economic Development
	<b>Goal Description</b>	The following strategies will be used to enhance the workforce and businesses. <ol style="list-style-type: none"> <li>1. Support work initiatives that assist participants to access living wage jobs</li> <li>2. Support initiatives that help low-income people gain work skills, jobs and employment history</li> <li>3. Provide financial assistance to businesses to address building deficiencies (exterior façade improvements)</li> </ol>
8	<b>Goal Name</b>	Planning and Administration
	<b>Goal Description</b>	Support all of the goals and strategies with funding for planning and effective administration. Support 2040 Comprehensive Plan documents.

**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)**

It is estimated that Dakota County will provide affordable housing to 169 extremely low-income, low-income, and moderate-income families. This will be done through the creation of 110 rental units, building of nine (9) Homeowner units and rehabilitation of 50 owner-occupied units.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

For the 2022 program year, Dakota County has set funding for 41 activities to take place either within a specified city or at a Countywide basis. The breakout is 33 activities are CDBG funded, four activities are ESG funded, and three activities are HOME funded (including program administration and CHDO). The other members of the Dakota County HOME Consortium have budgeted \$2,135,978.36 (including Program Income) towards three activities, including the administration activity. The following activity statement and graphs detail the intended uses (activities) of CDBG, HOME and ESG funds for Program Year 2022.

#	Project Name
1	Administration and Planning
2	New Affordable Housing
3	Housing Rehabilitation
4	Public Service
5	Public Facility
6	Neighborhood Revitalization
7	HOME Consortium Projects
8	Economic Development
9	ESG22 Dakota County

AP-35 Table 1 – Project Information

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

Dakota County allows each municipality to determine where to direct the CDBG funding they have been allocated based upon strategies that have been adopted by the Dakota County Board of Commissioners. Program regulation also dictates the percentage of CDBG funding that can be utilized for public service and planning activities.

At least 15 percent of HOME funding must be provided to a Community Housing Development Organization (CHDO) and the maximum percentage available for HOME administrative expenditures is 10 percent. The Consortium has yet to determined where the allotment of FY 2022 CHDO funds will go.

The Affordable Housing Coalition determined the most effective use for 2022 ESG funding was providing Rapid-Rehousing rental assistance and housing relocation/stabilization subsidies, Emergency Shelter Operations, and grant administration. This aligns with the direction the Dakota County Supportive Housing Unit (SHU) has taken with the CoC funding they administer. A maximum of 7.5 percent can be used for administration.

## AP-38 Project Summary

### Project Summary Information

<b>- Project 1</b>	<b>Project Name</b>	Administration and Planning
	<b>Goals Supported</b>	Planning and Administration
	<b>Needs Addressed</b>	Planning and Administration
	<b>Funding</b>	CDBG: \$365,760 HOME (EN & PI): \$315,749 \$156,413 – Dakota County \$159,336.08 – Anoka, Ramsey and Washington Counties and City of Woodbury
	<b>Description</b>	This project will be for the administration and planning activities that will occur in the 2022 program year for CDBG and HOME. ESG administration is discussed in “ESG22” section. 19.16% of CDBG funding will be for admin and planning activities, 9.74% for HOME administration.
	<b>Location Description</b>	Dakota Countywide
	<b>Planned Activities</b>	<p><u>Zoning Ordinance Amendment (Castle Rock Township)</u> - the Township will revise ordinances to align with the 2040 comprehensive plan.</p> <p><u>Zoning Ordinance Amendment (Greenvale Township)</u> - the Township will revise ordinances to align with the 2040 comprehensive plan.</p> <p><u>Zoning Ordinance Amendment (Waterford Township)</u> - the Township will revise ordinances to align with the 2040 comprehensive plan.</p> <p><u>Housing Needs Assessment (Lakeville)</u> – Update the City’s 2007 Housing Needs Assessment Study in order to better understand the current housing environment and future housing needs.</p> <p><u>Parking Needs Assessment (Lakeville)</u> – Study the downtown area to ensure that adequate public and private parking matches the development demands and protects surrounding residential neighborhoods from unnecessary parking overflow.</p> <p><u>Dakota County Rural Water Feasibility Study</u> – Study to establish a rural water supply system to provide health water to residents who currently rely on private wells throughout Dakota County.</p> <p><u>General Administration of the CDBG program (Countywide)</u> - General program administration and oversight of the Dakota County CDBG Program including environmental reviews, marketing, program management, compliance monitoring.</p> <p><u>General Administration of the HOME program (Dakota Countywide)</u> – General program administration of the Dakota County HOME program, as well as oversight and technical supervision of Dakota County Consortium. Each Consortium member receives administrative funds proportional to its contributions, less an administrative fee payable to Dakota County.</p> <p><u>General Administration of the HOME program (Counties of Anoka, Ramsey and Washington)</u> – General program administration of the HOME program.</p>

Project 2	<b>Project Name</b>	New Affordable Housing
	<b>Goals Supported</b>	Affordable Rental Housing
	<b>Needs Addressed</b>	Affordable Rental Housing
	<b>Funding</b>	HOME (EN & PI): \$799,784.74
	<b>Description</b>	HOME funds will go to the construction of a new affordable housing development.
	<b>Location Description</b>	Dakota Countywide
	<b>Planned Activities</b>	<u>Affordable Rental Housing</u> – A new affordable rental housing development project in Dakota County at a site yet to be determined.
Project 3	<b>Project Name</b>	Housing Rehabilitation
	<b>Goals Supported</b>	Affordable Homeowner Housing Affordable Rental Housing Neighborhood Revitalization
	<b>Needs Addressed</b>	Affordable Homeowner Housing Affordable Rental Housing Community Development
	<b>Funding</b>	CDBG (EN & Est. PI): \$1,771,005
	<b>Description</b>	This project covers the activities that will be pursued to rehabilitate the housing stock in Dakota County.
	<b>Location Description</b>	Dakota Countywide and the City of Northfield
	<b>Planned Activities</b>	<u>Homeowner Rehabilitation (Countywide and some Cities)</u> – CDBG funds will be used for the CDA-run Home Improvement Loan Program, which assists low- and moderate-income homeowners with improving and maintaining their homes so they are in a decent, safe and sanitary condition. The program offers 0% deferred loans to homeowners at 80% of area median income. <u>City of Northfield</u> – Multi-family rental housing rehab program for landlords serving low- and moderate-income renters.
Project 4	<b>Project Name</b>	Public Service
	<b>Goals Supported</b>	Community Development Public Service
	<b>Needs Addressed</b>	Community Development Public Service
	<b>Funding</b>	CDBG: \$244,000
	<b>Description</b>	This project is for the public service and public facility activities that will be conducted in 2022.
	<b>Location Description</b>	Dakota Countywide
	<b>Planned Activities</b>	<u>DARTS Senior Chore Service (Apple Valley)</u> – Provides project funding for a Homemaking Service and Outdoor Chore Service for senior citizens. <u>Burnsville Youth Collaborative (Burnsville)</u> – Provides funding for staffing and support services for income-eligible youth ages 12-16 after school and on weekends.

		<p><u>Pre-School Program (Eagan)</u> – Provides funds to defray the costs of income-eligible underserved families with children aged 2-5-years old in need of childcare.</p> <p><u>Dakota Hills and Black Hawk Middle School Youth (Eagan)</u> – Provides funding to support an after-school program for income-eligible youth. Participants will include at least 70% youth who qualify for the free/reduced lunch program.</p> <p><u>Dakota Woodlands Youth (Eagan)</u> – Provides funding to support recreation program for youth residing at Dakota Woodlands, a homeless shelter for women and their children. The recreational opportunities focus on development of physical and social skills in a safe environment.</p> <p><u>Senior Services (Eagan)</u> – Provides funding to support programs focused on health and wellness for senior citizens</p> <p><u>DARTS Senior Chore Service (Eagan)</u> – Provides project funding for a Homemaking Service and Outdoor Chore Service for senior citizens.</p> <p><u>Senior Services (Farmington)</u> – Provides funding to support programs and services at the Rambling River Center for senior citizens.</p> <p><u>DARTS Lakeville LOOP (Lakeville)</u> – Provides funds to support the Lakeville LOOP, which provides transportation between qualifying residents and retail locations one day a week for five hours. The Lakeville LOOP is open to seniors, persons with disabilities, and income qualifying individuals residing in six senior housing facilities.</p> <p><u>Senior Services (Lakeville)</u> – Provides funds to support programs and services for senior citizens at Lakeville Heritage Center.</p> <p><u>Housing Counseling (Countywide)</u> – Housing Counseling in the form of prepurchase, foreclosure, homebuyer education, and refinance counseling.</p>
<b>Project 5</b>	<b>Project Name</b>	Public Facility
	<b>Goals Supported</b>	Public Facilities
	<b>Needs Addressed</b>	Public Facilities
	<b>Funding</b>	CDBG: \$29,461
	<b>Description</b>	This project is for the public facility activity that will be conducted in 2022.
	<b>Location Description</b>	City of Northfield
	<b>Planned Activities</b>	<u>Park Improvements</u> – Provides funds to address improvements at City parks in Low/Mod Areas.
<b>Project 6</b>	<b>Project Name</b>	Neighborhood Revitalization
	<b>Goals Supported</b>	Neighborhood Revitalization
	<b>Needs Addressed</b>	Neighborhood Revitalization
	<b>Funding</b>	CDBG: \$98,612
	<b>Description</b>	This project is for the neighborhood revitalization activities that will be conducted in 2022.
	<b>Location Description</b>	Dakota Countywide and Hastings-specific



	<b>Planned Activities</b>	<p><u>Septic System Repair (Countywide)</u> – Cost-share grants to reimburse landowners for the costs associated with replacing a failing septic system.</p> <p><u>Assessment Abatement (Hastings)</u> – Provides funds to reconstruct streets involving bituminous paving, storm sewer, concrete curb and gutter, and sidewalk/trail construction.</p>
Project 7	<b>Project Name</b>	HOME Consortium Projects
	<b>Goals Supported</b>	Affordable Rental Housing Affordable Homeowner Housing
	<b>Needs Addressed</b>	Affordable Rental Housing Affordable Homeowner Housing
	<b>Funding</b>	HOME (EN & PI): \$2,126,658
	<b>Description</b>	This project is for all of the other Consortium members' HOME activities. Funding has been set aside for CHDO projects, some yet to be identified, Homebuyer, New Construction and Acquisition/Rehab.
	<b>Location Description</b>	The Counties of Anoka, suburban Ramsey, and Washington.
	<b>Planned Activities</b>	<p><u>Anoka County</u></p> <ul style="list-style-type: none"> <li>Affordable Homeowner Housing (EN &amp; PI) (\$595,438.69 including City of Woodbury)</li> </ul> <p><u>Ramsey County</u></p> <ul style="list-style-type: none"> <li>Affordable Rental Housing (EN &amp; PI) (\$855,864.59)</li> </ul> <p><u>Washington County</u></p> <ul style="list-style-type: none"> <li>Affordable Homeowner Housing (EN &amp; PI) (\$263,918)</li> <li>Affordable Rental Housing (EN) (\$7,408)</li> </ul> <p><u>Community Housing Development Organization (CHDO)</u></p> <ul style="list-style-type: none"> <li>CHDO - (\$404,029)</li> </ul> <p>Anoka provided Woodbury with \$400,000 of HOME funds in PY2021. Woodbury will provide 100 percent of its HOME allocation to Anoka until \$400,000 has been repaid. Currently, \$91,580/\$400,000 from PY2022.</p>
Project 9	<b>Project Name</b>	ESG22 Dakota County
	<b>Goals Supported</b>	Homelessness and Prevention Public Service Planning and Administration
	<b>Needs Addressed</b>	Homelessness Public Service Planning and Administration
	<b>Funding</b>	ESG: \$162,970
	<b>Description</b>	The 2022 Federal Fiscal Year allocation of ESG funds for Dakota County are planned to provide rapid re-housing, emergency shelter operations, and program administration.
	<b>Location Description</b>	Dakota Countywide

	<b>Planned Activities</b>	Emergency Shelter Operations – (\$26,000) Rapid Re-housing – (\$101,678) Services Assistance – (\$22,319) HMIS – (\$750) ESG General Administration – (\$12,223)
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**AP-50 Geographic Distribution - 91.420, 91.220(f)**

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

Dakota County and its participating municipal subrecipients do not target the use of the federal funds to any one specific area within the County. Generally, funds are used to support programs that provide a benefit to all eligible residents countywide rather than to areas of concentration. The municipal subrecipients may further refine the area to within city-limit boundaries for projects utilizing CDBG funding awards.

Distribution Area	Percentage of Funds	Program Funding
Apple Valley	8.76%	CDBG
Burnsville	13.39%	
Eagan	10.92%	
Farmington	2.14%	
Hastings	3.80%	
Inver Grove Heights	7.93%	
Lakeville	7.74%	
Mendota Heights	1.30%	
Northfield	3.37%	
Rosemount	3.13%	
South St. Paul	4.41%	
West St. Paul	5.88%	
Smaller Cities and Townships	2.24%	
Countywide	25.00%	
<hr/>		
Dakota County	37.1%	HOME
Anoka County (includes Coon Rapids)	23.6%	
Ramsey County	23.3%	
Washington County	12.5%	
City of Woodbury	3.4%	
<hr/>		
Countywide	100%	ESG

**AP-50 Table 1 – Geographic Distribution**

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

Dakota County’s status as an “Urban County” is supported by the municipalities and townships of the County, particularly those communities that could qualify as entitlement jurisdictions individually. By remaining a collective whole, it enables the County to receive more funding, reduces the administrative burden, and allows for program efficiencies. As a result, the municipalities are partners in implementing the CDBG program directly within their communities and approximately 75 percent of the funds are set-aside for the municipalities.

Specific to HOME, each member of the Consortium is awarded a percentage of the overall allocation based upon the share percentage determination HUD provides. Dakota County has not chosen to disperse HOME funding to specific geographies and has chosen to wait to identify a HOME eligible project. The location of the project will be considered, but other factors such as site control, project financing and feasibility, and project readiness will heavily dictate where the funds are utilized.

ESG funds will be used for tenant based rapid rehousing assistance, shelter operations, and general grant administration. It is up to the discretion of the tenant to locate housing in a community in which they prefer to live. ESG is not directed to any one community in Dakota County, but the funds must be used within Dakota County.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing - 91.420, 91.220(g)

#### Introduction

The Program Year 2022 projects support affordable housing opportunities to very low-, low-, and moderate-income households through rehabilitation of existing units and rapid re-housing assistance.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	20
Non-Homeless	50
Special-Needs	0
<b>Total</b>	<b>70</b>

AP 55 - Table 1 - One Year Goals for Affordable Housing by Support Requirement

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	20
The Production of New Units	119
Rehab of Existing Units	70
Acquisition of Existing Units	0
<b>Total</b>	<b>209</b>

AP 55 - Table 2 - One Year Goals for Affordable Housing by Support Type

#### Discussion

Dakota County CDA and the municipal subrecipients will focus approximately \$1.2 million of CDBG entitlement funding towards homeowner rehabilitation. Another estimated \$600,000 in program income will be used for the home improvement loan program. The remaining entitlement funding will be spread out to remove safety/blight hazards and revitalize the community; improve public facilities; implement public service programs for youth and seniors; provide financing for homeownership; and to complete plans and administer the CDBG program overall.

Dakota County HOME funds have yet to be allocated to an affordable housing project.

ESG funding for 2022 has been budgeted to assist with emergency shelter operations; provide rapid re-housing, which entails providing recipients' rental payment assistance and security deposit assistance; and provide financial assistance for housing relocation and stabilization services.

## **AP-60 Public Housing - 91.420, 91.220(h)**

### **Introduction**

The Dakota County CDA is responsible for administering the majority of the public housing inventory and Housing Choice Voucher programs in Dakota County. The scattered site public housing includes 123 units that are comprised of four-plexes and townhomes located throughout the County and an 80-unit apartment building, Colleen Loney Manor, located in West St. Paul. In addition to the CDA, the South St. Paul HRA operates 298 units of public housing in two apartment buildings, Nan McKay and John Carroll building.

The Housing Choice Voucher Program is also administered by the CDA and is a federal program for all jurisdictions in Dakota County. The CDA assists over 2,700 households through this program. The CDA also administers project-based assistance for units at Cahill Place (Inver Grove Heights), Hidden Ponds (Apple Valley) and Cedar Villas (Eagan), a total of 71 units between the three, all two- and three-bedroom units. The CDA recently disposed of 120 Scattered Site Public Housing Units and 89 of those households are utilizing a Tenant Protection Voucher or Project-Based Voucher.

The Housing Choice Voucher program assist households with income levels below 50 percent of area median income and Public Housing serves households below 80 percent of area median income.

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

The Dakota County CDA will continue to invest operating and capital funds to the modernization of the housing units it owns and maintains. The CDA gathers resident and staff input when determining the scope of work needed to address maintenance needs, and extends invitations annually to all public housing residents to attend meetings where staff are on hand to listen to and record concerns and requests of the residents. For those unable to attend these sessions, staff provides them with contact information in order for them to share their thoughts in writing via emails or letters or by leaving voicemails for staff. CDA staff also solicits comments from local municipalities on CDA units contained within their jurisdictions. Staff receives comments from city administrators, city zoning staff, city code enforcement staff, local police departments, and other relevant entities.

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

The Dakota County CDA employs a Homeownership Specialist who provides housing counseling for households interested in homeownership. During a typical pre-purchase counseling session, staff will discuss with a client the importance of credit, credit repair, financial management, etc. This service has been marketed in the past to the public housing residents and residents in other CDA-owned affordable housing. During the

next year, the CDA will continue to send information promoting the pre-purchase counseling program to public housing residents annually via mail.

The Dakota County CDA encourages residents living in CDA-owned or managed units to become more involved through resident meetings and informational brochures. Residents receive information from CDA staff on how and where they can view the PHA plan and post comments to the plan on the CDA website. In addition, CDA staff are also diligent in sending out information to residents regarding the following areas that will assist them in self-sufficiency:

- Financial Empowerment Services available through Dakota County
- First Time Homebuyer information/classes
- Job Resource Fairs

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

The CDA is not designated as “troubled”. HOME Consortium members Anoka County, Ramsey County, Washington County and the City of Woodbury are not designated as “troubled”.

## **Discussion**

## **AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)**

### **Introduction**

Dakota County continues to work with the Affordable Housing Coalition, as well as other entitlement grantees receiving ESG funding throughout the Twin Cities region, to align priorities and funding across the continuum for programs addressing the needs of Dakota County residents experiencing or at risk of homelessness.

**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**

Dakota County will continue to use local funding to reach out to homeless persons, sheltered or unsheltered to connect the household to resources to address their individual needs. The goal to produce additional housing options, provide Tenant Based Rental Assistance programs (rapid re-housing), provide public services and support economic development initiatives will all contribute to the efforts CoC funding and other local resources are providing to homeless households.

ESG funding is used for emergency shelter operations, rental subsidy, and financial stabilization services like security deposits and first month's rent.

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

Addressing emergency shelter needs is done primarily with ESG funds. ESG funding is used to provide on-going rental subsidy and assists with temporary emergency shelters set up in participating area churches from November through March. The emergency shelter rotates among the participating churches. This is recognized as an inefficient way to provide emergency shelter to homeless individuals and families, and Dakota County continues to explore solutions for emergency shelter.

- **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**



In March 2018, the CoC implemented a case consultation process through Coordinated Entry (CE) which uses a by name list for weekly review by a team of professionals, including shelter staff, to quickly move households into permanent housing. This process ensures households staying in ES are served timely through the CE process and are exiting to permanent destinations. Shelters across the region are also actively working with landlords to facilitate permanent exits from the shelter. In addition, the CoC hosts quarterly workshops for all providers within the region which offer exit planning support for all who attend. An online forum is under development for RRH providers where exit planning support will be available at any time.

The CoC's Coordinated Entry Committee is responsible for overseeing successful exits to permanent housing for ES, TH and RRH.

The CoC has multiple strategies to increase households maintaining placement in permanent housing and exits to permanent destinations from other housing types. One of these strategies has been to implement a transition plan in CE policy. This policy supports households in transferring from one housing program to another if housing stability is at risk. The transition plan details the CES Advisory Committee that works with housing program staff to facilitate a transition if necessary. The CES Advisory Committee began meeting in January 2018 and is an elected group of providers and assessors. The Advisory meets monthly or more frequently as needed to review, discuss, and facilitate transitions.

The CE Committee is responsible for increasing the rate households retain permanent housing or exit to permanent housing destinations.

The CoC has had an active Coordinated Entry System (CES) in place since January 2015. 1) The CoC has access points spread across the entire region of the CoC. The definition and expectations of an Access Point are detailed in the CoC's CES policies. At a minimum, Access Points must administer the CES assessment and enter data into the Priority List. The CoC's CES work group reviews Access Point capacity on a quarterly basis to assess if additional access is needed somewhere in the region. 2) In order to reach people who are least likely to apply for homeless assistance, outreach workers are utilized for CES assessments. All street outreach teams within the CoC are considered Access Points. Outreach workers connect with those households that are least likely to apply for homeless assistance by meeting and offering the CES assessment where the household is comfortable as opposed to requiring the household to come to a specific location. In addition to outreach providing assessments, Access Points are also able to offer housing assessments over the phone. There are places in the CoC where street outreach capacity is limited. Phone assessments are offered to households in areas not covered by an outreach team that are also unable to come to an assessment site. 3) The CoC uses the VI-SPDAT as the primary assessment tool. In addition, the CoC has developed a set of supplemental questions that help to further identify vulnerabilities and barriers. Households are prioritized on the by name list based on length of time homeless. After the by name list has been prioritized using this criteria

Case Consultation teams review households at the top of the list to ensure those with the most significant barriers are served first in a program that will best fit their needs.

- **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.**

Dakota County established a crisis line as a centralized access point for households that are experiencing a housing crisis and are homeless or at risk of homelessness. This line centralizes the calls for all populations experiencing a housing crisis. Three providers in Dakota County are the initial contact points depending on household composition. For singles and families, it is Dakota County Intake; for youth it is The Link; and for domestic violence or sexual assault victims it is 360 Communities' Lewis House.

A centralized housing wait list is maintained for persons who are homeless. The wait list is designed to match households to the best ongoing resource to meet their housing and service needs. The waiting list relies on completion of a standardized assessment for placement on this list. When a household contacts the crisis line the following steps occur.

### **Step 1: Resolve the crisis**

Intake staff will work with the client to best resolve the housing crisis.

- Prevent an eviction
- Access emergency shelter
- Explore alternative resources

### **Step 2: Complete an assessment**

If the client(s) are placed in an emergency shelter or are placed on a shelter waiting list, an assessment will be completed to determine their ongoing needs.

### **Step 3: Connect to a housing opportunity**

Once assessed, their name will be placed on a central Housing Waitlist and will be matched to a housing resource that best meets their needs when one becomes available. Providers have a weekly meeting to discuss placement of households on the waiting list and to report opening for available resources.

Dakota County has several interventions to prevent homelessness. These programs are tiered and coordinated in a way to maximize the dollars available through federal, state, foundation funds and community-based resources.

- Emergency Assistance and Emergency General Assistance. These are federal and state funds to assist with rental arrears, among other financial emergencies.
- Family Homeless Prevention and Assistance Program. These are state funds specifically targeted to prevent homelessness among families, singles and youth. This includes supports services to help households maintain housing, if needed.
- Pohlad Prevent and Engage Program. These funds are from a private foundation and are designed to help prevent evictions through referrals from landlords. This includes supports services to help households maintain housing, if needed.
- 360 Communities and the Church Information Network. This agency coordinates small donations from faith communities to prevent an eviction.

## **Discussion**

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**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**

Dakota County does not establish Countywide policies for land use and development. When the CDA has plans for a new development, CDA staff work with city staff in order to meet the zoning and land use requirements of that city. Dakota County CDA maintains its relationship and works closely with all units of government throughout the county to support all affordable housing. This includes support of new rental construction, tenant-based rent assistance, new owner construction (e.g. Habitat homes), special needs housing, and housing rehabilitation. Housing advocacy groups and the CDA will continue to work together to further affordable housing opportunities within all communities.

To address potential barriers in individual cities, the CDA created the Redevelopment Incentive Grant (RIG) Program in 2006 to support affordable housing and redevelopment efforts. The RIG Program provides competitive grants up to \$250,000 to Dakota County cities to assist with redevelopment planning and implementation efforts including environmental remediation. To be eligible for funding, cities are required to match the CDA's funds and must demonstrate support for affordable housing efforts. The CDA has provided over \$13 million in grants since the program's inception.

### **Discussion**

The CDA works closely with private developers to address barriers posed by limited access to private financing. The CDA can assist by providing gap financing and working with cities and private developers to provide development support. In 2001, the CDA and Dakota County created the Housing Opportunities Enhancement (HOPE) Program. The HOPE program can provide deferred loans of up to \$750,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in the County.

To help address concerns about affordable housing, the CDA educates residents about its affordable housing program and works with housing advocacy groups to further affordable housing opportunities within all communities. The CDA holds an open house event at all CDA-developed properties for citizens to tour the development and has staff available to answer questions about management and operations upon project completion. The CDA also has an annual open house to showcase a few of the different CDA senior developments in the county. Every attempt is made to address concerns of residents.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

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

The CDA will continue to identify and partner with other organizations to address the needs of those most underserved. The creation of affordable rental housing has been the method used most by the CDA to provide options for seniors and working families. For homeowners, the CDA assists underserved households when looking to purchase a home by providing credit counseling and first-time homebuyer education. Additionally, down payment assistance is available. The Home Improvement Loan program assists low- and moderate-income households with maintenance and upkeep of their homes with a zero percent deferred loan.

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

Program Year 2022 funds will be used to provide home improvement loans and rehabilitate rental properties. The CDA will work to preserve the affordability of rental units in an affordable housing development that is nearing the end of their federal project-based assistance contracts. Please see “AP-55 - Affordable Housing” for discussion on the County’s Affordable Housing strategy and goals.

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

The CDA will continue to assess homes built prior to 1979 through the Homeowner Improvement Loan program and address any hazards as part of the program if lead-based paint has been identified in connection to the work to be performed.

All residents of properties managed by the CDA (public housing) and Housing Choice Voucher clients will be notified and provided with the pamphlet “How to protect yourself from Lead”.

The Home Improvement Loan program complies with all HUD and EPA standards and requirements concerning lead-based paint. Such requirements include performing Risk Assessments on all houses built before 1978. In cases where lead hazards are identified, interim controls are used to eliminate said hazards, and clearance tests are performed at the end of the project to ensure the house was kept clean and safe. Currently, the Minnesota Department of Health (MDH) is in the process of taking over the duties currently performed by the EPA. We will work with MDH to ensure that we are in full compliance with any new regulations that may result from this transition.

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

Dakota County Community Services division is the main provider of services that address the needs of those in poverty. In partnership with the County, the CDA will refer

all those needing additional services beyond the housing assistance and affordable housing opportunities the CDA is able to offer to help those in poverty.

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

Dakota County designated the Dakota County Community Development Agency (CDA) to administer the CDBG, HOME and ESG programs. The CDA maintains a strong relationship with County departments, cities, and other agencies (private and non-profit) throughout County.

The CDA was established in 1971 pursuant to special Minnesota legislation to serve the cities and residents of Dakota County. The CDA operates under an eight-member Board of Commissioners appointed by the Dakota County Board, each representing a separate district with one at-large member. The CDA is a separate agency from Dakota County, and as such, is able to work with cities and other partners in a manner distinct from Dakota County. This coordinated delivery system works extremely well as an efficient and effective way to centralize housing services for Dakota County.

As the administrator of the CDBG program for the County and the participating cities, the CDA meets individually with each CDBG municipal subrecipient to discuss the activities, timeliness requirements, and regulations. To help cities understand the CDBG program better, the CDA developed a CDBG manual that details program requirements and the process for allocating and awarding funds. CDA staff also offer an annual CDBG workshop to review the latest funding application and provide information on one or two HUD regulations (i.e., Davis Bacon, procurement, timeliness, environmental reviews, etc.).

In addition to the relationships within the County, Dakota County CDA is the lead administrator for the Dakota County HOME Consortium and works with staff from Anoka, suburban Ramsey and Washington counties and the City of Woodbury to implement the activities funded with HOME dollars. The Consortium has monthly conference calls and quarterly in person meetings to discuss any changes in program regulations, monitoring, and the activities being put into operation.

ESG is administered by the CDA but implemented by the Dakota County Community Services division. Both the CDA and Community Services use the approved HMIS. The CDA will review the files for compliance and draw down all funds on a reimbursement basis.

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

CDA and County staff regularly attend the Affordable Housing Coalition (AHC) meetings, which is the governing board of the Suburban Metro Area Continuum of Care (SMAC). In addition to continuing to participate in the AHC meetings, Dakota County and the CDA will attend meetings with other public and private housing agencies, and

social service agencies as these meetings arise. Social service staff are deeply connected to the social needs of residents will continue to be partners in the supportive and rapid rehousing programs. The CDA and the County will continue their many partnerships with the community, non-profits, and other local government entities in developing and implementing the Action Plan.

## **Discussion**

The Dakota County CDA (CDA) proactively complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 in order to ensure that all people have equal access to the housing of their choice. To support compliance with these fair housing related acts and laws the CDA participates in several Fair Housing activities.

In 2019 and 2020 the FHIC completed a new Analysis of Impediments to Fair Housing Choice.

### **Twin Cities Regional Analysis of Impediments to Fair Housing Choice 2020**

The Twin Cities Regional Analysis of Impediments to Fair Housing choice (AI) is a thorough examination of structural barriers to fair housing choice and access to opportunity for members of historically marginalized groups protected from discrimination by the federal Fair Housing Act (FHA). This analysis specifically analyzes the following jurisdictions in the Twin Cities Region: Anoka County, Coon Rapids, Dakota County Hennepin County, Bloomington, Eden Prairie, Minneapolis, Minnetonka, Plymouth, Ramsey County, St. Paul, Washington County, Woodbury, Scott County and Carver County.

<https://www.dakotacda.org/fair-housing/fair-housing-implementation-council/>

In 2022, Dakota County will continue to jointly fund and participate in the following fair housing activities to attempt to address the impediments to fair housing choice facing the region and in Dakota County. The activities include:

- The CDA's Housing Assistance department:
  - Hosts regular trainings for rental property owners/managers to discuss a variety of issues related to rental housing and the Housing Choice Voucher (HCV) program. Fair housing and equal access to housing will be covered.
  - Provides new HCV participants information on fair housing and how to file a discrimination complaint.
  - Is involved with the Dakota County landlord recruitments/retention initiative.
  - Participates in an ongoing regional discussion regarding the mobility and policies of the HCV programs across the region.

- HCV waiting list is open. An online pre-application allows for applicants to apply with ease.
  - Reasonable Accommodation Training through the Saint Paul Human Rights Commission.
- Through the CDA homebuyer and homeownership resource connection, homeownership counselors assist potential homebuyers of color and help prepare them for long-term homeownership success. Homebuyer Education and Counseling services at the CDA continue to be promoted at Dakota County community events and fairs, city offices, churches, and social service agencies. The CDA also advertises these services on its website.
  - The CDA makes available information pertaining to the fair housing complaint process to homebuyers during homebuyer counseling.
  - Foreclosure literature will continue to be mailed to recipients of Pre-Foreclosure Notices and Notices of Pendency educating them about the foreclosure process and the services offered by the CDA. Dakota County continues to promote the loan scam alert campaign *Look Before You Leap* on the CDA website. Furthermore, CDA staff discuss mortgage scams with foreclosure prevention clients by asking the following questions:
    - Did anyone offer to help modify your mortgage, either directly, through advertising, or by any other means such as a flyer?
    - Were you guaranteed a loan modification or asked to do any of the following: pay a fee, sign a contract, redirect mortgage payments, sign over the title to your property, or stop making loan payments?

The responses will be recorded.

The CDA Community and Economic Development Department staff holds bi-monthly meetings with the city community development directors. This group has discussed the creation and implementation of local Fair Housing Policies in individual cities.

- The CDA Housing Finance Policy includes the requirement for projects financed with private activity bonds, 501(c)(3) bonds, refunding bonds, Low Income Housing Tax Credits, Tax Increment Financing and HOPE funds (a local gap financing source) to participate in the Section 8 Program (aka HCV). The developer will be required to sign an agreement that while the bonds/loan/agreement are outstanding, they will not exclude from consideration qualified families receiving assistance for the Section 8 program.
- Annually, the CDA contributes a portion of its special benefit levy to the HOPE Program Fund, subject to approval by the CDA and Dakota County Boards of Commissioners. The CDA's HOPE Program is designed to provide resources to



create and preserve affordable housing throughout Dakota County for low- to moderate-income households. The HOPE Program provides gap financing to leverage public and private sector funds for the expansion and preservation of affordable housing units in Dakota County. The HOPE Program is used to assist in the following activities:

- New Construction/Land Acquisition
  - Homeownership Opportunities—indirect or direct assistance
  - Housing Rehabilitation/Acquisition/Preservation
- CDA and County staff regularly attend the Dakota Affordable Housing Coalition (AHC) monthly meetings. The AHC is a public/private collaboration that facilitates Countywide planning of homeless services and resources. Regular participants include:
    - 360 Communities
    - Twin Cities Habitat for Humanity
    - Guild Incorporated
    - Hearth Connections
    - People, Inc.
    - The Link (homeless youth program)
    - Dakota-Carver-Scott CAP Agency
    - Neighbors, Inc. (a non-profit, social-service agency providing emergency assistance and supportive assistance programs to low-income community members in the northern Dakota County communities)
    - MICAH (a coalition of religious groups working to end homelessness and expand affordable housing in the Twin Cities region)
    - MESH (Metro-Wide Engagement on Shelter and Housing)
    - SMRLS (Southern Minnesota Regional Legal Services)
  - Dakota County Social Services staff provides (and has distributed) tenant and landlord marketing materials that provide a clear message about available assistance to resolve housing crises and prevent homelessness. The goal is to have this information provided at lease signing or other interactions between landlords and tenants to encourage them to refer tenants to resources instead of resorting to eviction. The tenant information is in English, Spanish and Somali.
  - Information about the Fair Housing Act is on the CDA website, and it provides users with information on how to file a fair housing complaint.  
[www.dakotacda.org/fair-housing/](http://www.dakotacda.org/fair-housing/)
  - Fair Housing Ads will be published in the local newspapers during the month of April as part of Fair Housing Month.
  - Multi-language Fair Housing posters are prominently displayed in the front lobby of the CDA office as well as smaller posters in staff cubicles where staff and program participants meet. The CDA will continue to supply additional posters to the other service organizations at the Affordable Housing Coalition meetings. The

Fair Housing symbol will be displayed on all CDA brochures as well as on the CDA website.

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

#### Introduction

#### 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.

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	\$600,000
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	\$0
<b>Total Program Income:</b>	<b>\$600,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	81%

#### HOME Investment Partnership Program (HOME)

#### Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

Dakota County does not plan to use HOME funds for other forms of investment beyond those identified in Section 92.205.

The PJ will be using HUD limits.

Consortium does not limit eligible applicants. The Consortium members choose whether to process applications on a first come, first-serve basis or competition. Information can be obtained at offices or on websites.

The Consortium members did not give preference to any segment of the low-income population.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Please see Appendix B - Dakota County HOME Consortium HOME Program Resale/Recapture Policy.

The PJ will be using HUD limits.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Please see Appendix B - Dakota County HOME Consortium HOME Program Resale/Recapture Policy.

The affordability period of any HOME-assisted units shall be governed by a legal instrument recorded at the appropriate County Recorder's office. This same instrument shall also identify and enforce the resale or recapture provisions of the HOME program. Such documentation shall be provided by the Consortium member and may include one or more of the following depending on the type of project:

1. Resale:
  - a. Deed Restriction; or
  - b. Declaration of Covenant.
2. Recapture:
  - a. Anoka County – Recorded Repayment Agreement and Note;
  - b. Dakota County - Mortgage and Note;
  - c. Ramsey County - Grant of Lien, Note and Declaration;
  - d. Washington County - Mortgage, Note and Declaration;
  - e. City of Woodbury – Mortgage and Note.

The precise nature of the documentation will be identified in the written agreement that governs the usage of the HOME funds in the project. The appropriate Consortium member must be contacted to ensure the correct document for enforcement of the HOME resale/recapture provision is used and recorded.

The HOME written agreement must be a separate legal document from any loan instrument and must, at a minimum, comply with the requirements at 24 CFR 92.504(c)(5) of the HOME rule. If the Consortium member provides HOME funds to a subrecipient or CHDO to develop and sell affordable housing, the Consortium member

must prepare and execute the agreement with the buyer or be a party to the agreement along with the entity it funded to ensure it can enforce the written agreement.

The executed HOME written agreement with the homebuyer must be recorded at the appropriate County Recorder's office when resale or recapture is used.

For HOME-assisted homebuyer projects under resale or recapture agreements, the Consortium will perform ongoing monitoring of the principal residency requirement during the period of affordability to confirm that the buyer is using the property as his/her principal residence. This can be accomplished through a variety of means, including, but not limited to verification of the buyer's name on utility company records, insurance company records for the home, property records verification, and or postcard or letters mailed with "do not forward" instructions can demonstrate whether the buyer is receiving mail at the home.

Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Dakota County does not plan to use HOME funds to refinance existing debt of multifamily housing.

Dakota County will use HUD HOME limits.

### **Emergency Solutions Grant (ESG)**

#### **Reference 91.220(I)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

Please see Appendix C – ESG Written Standards & Administrative Policy.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Dakota County has established a centralized coordinated entry system, implemented in December 2014. All providers are to direct housing crisis calls to one central number and, dependent upon the household's composition, will be forwarded to one of three agencies to mitigate the crisis. Once the initial crisis has been resolved, an assessment team will determine if a full assessment is needed. Then, the household is then placed on one centralized waiting list maintained by Dakota County Social Service Division. Homeless program providers are to contact the waitlist administrators when they have an opening available. A secondary team which communicates on a weekly basis reviews the waiting list and supplies the provider with an appropriate referral based upon rank and eligibility criteria for the specific program.

The system is advertised on the HeadingHome Dakota website (<http://www.dakota.headinghomeminnesota.org/>), the County's website, the County's Housing Crisis phone line, at community events, and through training for service providers.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

N/A. Dakota County and the CDA administer ESG funds directly and do not make sub-awards. See ESG Written Standards.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

See ESG Written Standards. The Affordable Housing Coalition, which is the CoC Governing board, is required to have at least one homeless or formerly homeless person as a board member.

5. Describe performance standards for evaluating ESG.

ESG performance standards will be followed per 24 CFR Part 576, including measures to evaluate the effectiveness of the program and to assess how well the program serves the targeted population. This includes reductions in the number of homeless persons living on the streets and in shelters, the number of persons who do not reenter the shelter or supportive housing system within one year, and the number of persons exiting with permanent housing. Dakota County will continue to consult with the SMAC on performance standards for evaluating ESG.

Per HUD regulations, SAGE will be utilized to report aggregated data on persons assisted with ESG. See ESG Written Standards.

## **Discussion**

The market analysis is still current and did not need to be updated this past year.

## **FY 2022 Action Plan - HOME Consortium Narratives**

### **AP-60 Public Housing - 91.420, 91.220(h)**

#### **Introduction**

##### **Anoka**

Anoka County does not own or operate any public housing.

##### **Ramsey**

Ramsey County does not own or operate any public housing. In suburban Ramsey County the public housing agency is Metro HRA, a division of the Metropolitan Council.

##### **Washington**

Washington County has a total of 49 public housing units, of which all are administered by the Washington County Community Development Agency (CDA). Forty of the 49 public housing units are in the four-story Whispering Pines Apartment building in Forest Lake, owned by the Agency. Nine privately owned units are in two separate townhome complexes in Woodbury. Whispering Pines was substantially rehabilitated in 2012, mechanical updates were done in 2016 and the windows were replaced in 2019. It is in excellent physical condition.

##### **Woodbury**

The Washington County CDA serves as the PHA for all communities within Washington County including Woodbury. Of the 49 public housing units in Washington County, 40 are located in the four-story Whispering Pines Apartments in Forest Lake and 9 are located in townhome units in Woodbury.

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

##### **Anoka**

Anoka County does not own or operate any public housing.

##### **Ramsey**

Ramsey County does not own or operate public housing. The county will continue to coordinate with Metro HRA when needed and ensure that new supply accepted Housing Choice Vouchers.

##### **Washington**

The Washington County Community Development Agency (CDA) plans to convert the remaining 49 public housing units to Section 8 voucher assistance in 2022. Conversion will maintain affordability at the current level for income-qualifying residents.

The Agency's capital improvement plan identifies future needs and cost estimates on a replacement reserve schedule to ensure a good living environment for the residents.

## **FY 2022 Action Plan - HOME Consortium Narratives**

Concerns of minimizing the spread of COVID-19 delayed interior improvements at Whispering Pines in 2021. The 2021 capital improvements planned for 2021, new common area carpet and furnishings, will be addressed in 2022.

### **Woodbury**

The CDA plans to convert the remaining 49 public housing units to Section 8 project-based vouchers assistance in 2022. Conversion will maintain affordability at the current level for income-qualifying residents. The City of Woodbury's City Council has adopted a resolution supporting these efforts.

The Washington County CDA's capital improvement plan identifies future needs and cost estimates on a replacement reserve schedule to ensure a good living environment for the residents. Concerns of minimizing the spread of COVID-19 delayed interior improvements at Whispering Pines in 2021. The 2021 capital improvements planned for 2021, new common area carpet and furnishings, will be addressed in 2022.

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

#### **Anoka**

N/A. Anoka County does not own or operate any public housing.

#### **Ramsey**

Ramsey County does not own or operate public housing. Public housing residents can participate in the firstHOME down-payment assistance program if they meet the eligibility criteria.

#### **Washington**

Due to the COVID 19 pandemic, the Washington County Community Development Agency (CDA) no longer holds Resident Council meetings for Whispering Pines or the Housing Choice Voucher (HCV) Program. A quarterly newsletter is distributed to all public housing and HCV residents that provides information on educational opportunities, connection to CareerForce, Home Ownership education and counseling, and other community connections.

The Resident Advisory Board was expanded in 2021 to give residents the opportunity to participate and give feedback to the Agency. All public housing and HCV tenants were invited to apply for a position on the Board. There are currently 5 members on the Board including the Resident Commissioner. The Resident Advisory Board provides strategic direction by reviewing and assisting in the development of the Agency's short- and long-term housing plans.

The Resident Commissioner serves on the Washington County CDA Board of Commissioners and is another potential way for a resident to become involved in



## **FY 2022 Action Plan - HOME Consortium Narratives**

management. This board is made up of seven members and makes decisions regarding the Washington County CDA's programs and funding. Actions of the Board are accountable to Washington County.

Homeownership is encouraged through the Washington County CDA's Family Self Sufficiency Program (FSS). In 2021 the Washington County CDA program had 19 participants between the Housing Choice Voucher program and the Public Housing program. The Family Self-Sufficiency (FSS) program enables participants to increase their earned income and reduce their dependency on welfare assistance and rental subsidies. Under the FSS program, low-income families are provided opportunities for education, job training, counseling, and other forms of social service assistance, while living in assisted housing, so they can obtain skills necessary to achieve self-sufficiency. This would include encouragement to participate in homeownership.

Following conversion of the Whispering Pines public housing units to Project Based Voucher (PBV) assistance in 2022, the PBV holders will continue to be included in Resident Council meetings on a regular monthly basis. Whispering Pines residents will be encouraged and have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment which includes the terms and conditions of their tenancy as well as activities related to housing and community development. Participants in the FSS program will have the right to continue in that program.

### **Woodbury**

Due to the COVID 19 pandemic, the Washington County Community Development Agency (CDA) no longer holds Resident Council meetings for Whispering Pines or the Housing Choice Voucher (HCV) Program. A quarterly newsletter is distributed to all public housing and HCV residents that provides information on educational opportunities, connection to CareerForce, Home Ownership education and counseling, and other community connections.

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The Resident Commissioner serves on the Washington County CDA Board of Commissioners and is another potential way for a resident to become involved in management. This board is made up of seven members and makes decisions regarding the Washington County CDA's programs and funding. Actions of the Board are accountable to Washington County.

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## **FY 2022 Action Plan - HOME Consortium Narratives**

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

### **Anoka**

N/A

### **Ramsey**

Ramsey County would not provide financial assistance to the designated PHA since it is a division of the Metropolitan Council.

### **Washington**

Not applicable.

### **Woodbury**

N/A

### **Discussion**

#### **Ramsey**

Ramsey County will continue to collaborate with the Metro HRA, the designated PHA for our urban county.

#### **Washington**

The Washington County Community Development Agency (CDA) intends to apply to the U.S. Department of Housing and Urban Development (HUD) to convert its remaining 49

## **FY 2022 Action Plan - HOME Consortium Narratives**

public housing units in 2022. There were 105 units of Public Housing in the Agency's portfolio in 2020. In December of that year, the Agency transitioned 56 scattered site units out of public housing to be used as affordable rental housing in exchange for 56 Housing Choice Vouchers. This resulted in a net increase of affordable housing available in the County, as the public housing units remained affordable, and the County gained 56 Housing Choice Vouchers. In 2022, the Agency plans to convert the 40 units at Whispering Pines and nine privately owned units.

The public housing units in Washington County are in good physical condition. The Washington County CDA provides on-going maintenance and capital improvements to ensure safety and quality in public housing. Washington County CDA values its residents and encourages their participation and involvement.

### **Woodbury**

The Washington County Community Development Agency (CDA) intends to apply to the U.S. Department of Housing and Urban Development (HUD) to convert its remaining 49 public housing units in 2022. There were 105 units of Public Housing in the Agency's portfolio in 2020. In December of that year, the Agency transitioned 56 scattered site units out of public housing to be used as affordable rental housing in exchange for 56 Housing Choice Vouchers. This resulted in a net increase of affordable housing available in the County, as the public housing units remained affordable, and the County gained 56 Housing Choice Vouchers. In 2022, the Agency plans to convert the 40 units at Whispering Pines and nine privately owned units.

The public housing units in Washington County are in good physical condition. The Washington County CDA provides on-going maintenance and capital improvements to ensure safety and quality in public housing. Washington County CDA values its residents and encourages their participation and involvement.

## FY 2022 Action Plan - HOME Consortium Narratives

### AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

#### Introduction

##### Anoka

Anoka County does not receive ESG funding; however, the county will work to align priorities and funding across the continuum for programs addressing the needs of county residents experiencing or at risk of homelessness.

##### Ramsey

Ramsey County's Housing Stability Department as the lead agency of the CoC is primarily responsible for the homeless service network. This includes the establishment of priority populations and the alignment of federal, state and local dollars to make homelessness rare, brief and non-recurring.

##### Washington

Washington County's Heading Home Washington (HHW) acts as the local Continuum of Care committee for this part of the south metro region. Organizations within the Continuum provide a number of homeless services and resources. The prevention end of the Continuum is largely made up of Washington County's Housing Unit and Emergency Assistance Unit, nonprofits and faith-based organizations.

##### Woodbury

The City of Woodbury supports Washington County's efforts regarding homeless as described herein. Heading Home Washington (HHW) acts as the local Continuum of Care committee for this part of the south metro region. Organizations within the Continuum provide a number of homeless services and resources. The prevention end of the Continuum is largely made up of Washington County's Housing Unit and Emergency Assistance Unit, nonprofits and faith-based organizations.

Specifically, for Washington County's planning purposes, the annual Point in Time homeless count includes additional populations that are not covered under HUD's definition of homelessness; specifically, households who are doubled up. Data is collected through a survey of homeless providers such as nonprofits, faith-based organizations, law enforcement, school districts, public health, libraries, corrections, and human services. The Point-In-Time Count is used in conjunction with the local Heading Home Washington Needs Assessment that is conducted every two years to determine the needs of the community in homeless services.

**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**

## FY 2022 Action Plan - HOME Consortium Narratives

### Anoka

Anoka County will use HOME ARP funds to address homeless needs.

### Ramsey

Ramsey County through the CoC and its coordination of the NOFO, ESG, ESG-CV, and FHPAP, funds homeless outreach programs that aim to connect unsheltered individuals and households to the homeless service system including shelter, coordinated entry, benefits, and mental health supports. Other HUD funds may be used to assist with homeless outreach through the HOME-ARP Allocation Plan.

### Washington

The Continuum of Care Committee (CoC) uses the following approaches to reduce the length of time homeless and end long term homelessness.

- Outreach: Street outreach, teams that have developed partnerships with police, mental health crisis teams, and school liaisons to help identify households who have become homeless as early as possible.
- Coordinated Assessment: Through this program, SMAC has improved mapping of resources and our ability to accurately refer people to the right models. Assessments will be conducted within 10-14 days of shelter entry, referrals and placement within 21 days.
- Prevention/Diversion: State and private funding provide a number of prevention and diversion programs for homeless households including direct financial assistance, support services, housing search assistance and other options to resolve housing emergencies. Washington County's Emergency Assistance Program and Washington County's CDBG public services program also provide prevention/diversion services.

To address homelessness for individuals and families, federal, state and private funding will continue to be solicited to support the development of permanent and permanent supportive housing. Being a member in the CoC helps transitional housing and emergency shelter providers connect with affordable housing providers throughout our region to ensure that people exiting move to permanent housing.

### Woodbury

The Continuum of Care Committee (CoC) uses the following approaches to reduce the length of time homeless and end long term homelessness.

- Outreach: Street outreach, teams that have developed partnerships with police, mental health crisis teams, and school liaisons to help identify households who have become homeless as early as possible.
- Coordinated Assessment: Through this program, SMAC has improved mapping of resources and our ability to accurately refer people to the right models.

## **FY 2022 Action Plan - HOME Consortium Narratives**

Assessments will be conducted within 10-14 days of shelter entry, referrals and placement within 21 days.

- Prevention/Diversion: State and private funding provide a number of prevention and diversion programs for homeless households including direct financial assistance, support services, housing search assistance and other options to resolve housing emergencies. Washington County's Emergency Assistance Program and Washington County's CDBG public services program also provide prevention/diversion services.

To address homelessness for individuals and families, federal, state and private funding will continue to be solicited to support the development of permanent and permanent supportive housing. Being a member in the CoC helps transitional housing and emergency shelter providers connect with affordable housing providers throughout our region to ensure that people exiting move to permanent housing.

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

#### **Anoka**

Anoka County will use HOME ARP funds to address homeless needs.

#### **Ramsey**

Ramsey County through the CoC and its coordination of the NOFO, ESG, ESG-CV, FHPAP, other state and federal sources, helps fund congregate and non-congregate emergency housing and transitional housing services. In 2020 Ramsey County operated emergency shelters for the first time due to the COVID-19 pandemic. Traditionally Ramsey County has helped fund and coordinate shelter service providers.

#### **Washington**

Washington County CDA maximizes its CDBG public services cap for crisis assistance to families at risk for homelessness or currently homeless. Support services provide approximately 500 households annually with stabilizing assistance. The program provides direct financial resources including emergency shelter, rent deposit, and rent payment assistance.

To address the needs of homeless persons and most efficiently utilize the resources, a Coordinated Access system has been developed. The system has been designed to meet the specific needs of Washington County with coordination with SMAC and the state to assure consistency across counties statewide. Washington County has three points of access for people experiencing homelessness: Canvas Health for youth, St. Andrew's Community Resource Center for families, and Washington County Community services for singles. An initial assessment is conducted to determine if the person or family can be diverted from homelessness with connections to resources. If it is determined housing is needed, a full assessment is conducted to determine the type of

## FY 2022 Action Plan - HOME Consortium Narratives

housing needed, shelter, rapid rehousing, transitional housing or permanent supportive housing.

The SMAC region has several shelter options if emergency shelter is needed. In Washington County, the shelter options include: Washington County hotel/motel shelter paid for by Washington County Community Services department (CDBG, Emergency Solutions Grant Emergency Assistance and American Rescue Plan Funds), St. Andrews Church hotel/motel shelter paid for by St. Andrews Church in Mahtomedi, Hope for the Journey Home Shelter (eight units for families), Hugo Family Shelter (5 units for families) and Tubman Shelter for households experiencing domestic violence (located in Ramsey County but has designated beds for Washington County residents).

### Woodbury

Washington County CDA maximizes its CDBG public services cap for crisis assistance to families at risk for homelessness or currently homeless. Support services provide approximately 500 households annually with stabilizing assistance. The program provides direct financial resources including emergency shelter, rent deposit and rent payment assistance.

To address the needs of homeless persons and most efficiently utilize the resources, a Coordinated Access system has been developed. The system has been designed to meet the specific needs of Washington County with coordination with SMAC and the state to assure consistency across counties state wide. Washington County has three points of access for people experiencing homelessness: Canvas Health for youth, St. Andrew's Community Resource Center for families, and Washington County Community services for singles. An initial assessment is conducted to determine if the person or family can be diverted from homelessness with connections to resources. If it is determined housing is needed, a full assessment is conducted to determine the type of housing needed; shelter, rapid rehousing, transitional housing or permanent supportive housing.

The SMAC region has several shelter options if emergency shelter is needed. In Washington County, the shelter options include: Washington County hotel/motel shelter paid for by Washington County Community Services department (CDBG and Emergency Assistance), St. Andrews Church hotel/motel shelter paid for by St. Andrews Church in Mahtomedi, Hope for the Journey Home Shelter (eight units for families), and Tubman Shelter for households experiencing domestic violence (located in Ramsey County but has designated beds for Washington County residents).

**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**

## FY 2022 Action Plan - HOME Consortium Narratives

recently homeless from becoming homeless again

### **Anoka**

Anoka County will use HOME ARP funds to address homeless needs.

### **Ramsey**

Through Ramsey County's Housing Stability Department funds and coordinates the coordinated entry priority list for singles, youth and families for the CoC, as well as the family shelter waitlist. This connects eligible housing settings to homeless individuals and shelter beds to families in need. The department also employs a Rapid Stabilization Program for families on the shelter waitlist so that they may be connected to benefits and housing prior to their placement in shelter.

### **Washington**

SMAC will provide Rapid Rehousing (RRH), primarily through State funding. All SMAC RRH projects are evaluated based on two measures: a) minimize the length of time homeless and b) limit repeat episodes of homelessness. SMAC promotes Housing First for all supportive housing, which helps to minimize barriers and delays to accessing housing.

### **Woodbury**

SMAC will provide Rapid Rehousing (RRH), primarily through State funding. All SMAC RRH projects are evaluated based on two measures: a) minimize the length of time homeless and b) limit repeat episodes of homelessness. SMAC promotes Housing First for all supportive housing, which helps to minimize barriers and delays to accessing 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.**

### **Anoka**

Anoka County will use HOME ARP funds to address homeless needs.

### **Ramsey**

The Ramsey County Housing Stability Department through the CoC implements the state Housing Support program to help place individuals leaving settings including correctional settings and hospital settings into permanent housing. Housing Support providers are selected by the county to meet priority population needs. Additional partnerships have been established with Ramsey County Corrections to try to prevent



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placement to unsheltered homelessness and homeless shelters, often the best place is with family and friends. Additional investments in permanent supportive housing supply will help expand the number of placements available for these priority populations.

### Washington

There are four key institutional releases which Washington County is most concerned. They include aging out of foster care, discharges from mental health facilities, discharges from correctional facilities and discharges from hospitals. Protocol is in place in Washington County and in the state of Minnesota that no one is discharged from foster care without a stable home. Washington County has a discharge plan with all foster care youth at age 16 to assure that youth receive notice regarding their rights. They may stay in foster care until age 21 or choose to live independently and work with their case manager to identify and secure a permanent housing option. Discharge plans include housing and employment options.

Protocol is in place so that no one is discharged from a mental health facility without a stable home in which to live. Per state mandate, all persons committed to any of the state regional treatment facilities are assigned a mental health case manager through the county of the person discharged. Discharge planning begins while the individual is committed and before the person is discharged. Housing remains a part of the treatment plan after discharge to ensure housing is maintained/sustained. The plans include case management services, housing, employment, medical and psychiatric treatment, and aid in the readjustment to the community. In addition, the CoC has received a special allocation of state-funded rental assistance resources designed to facilitate smooth and stable transitions from state psychiatric hospitals to community-based living.

On a statewide level, the current discharge policy reflects policy enacted by the Minnesota Department of Corrections with statutory authority granted by the MN Legislature. MN Department of Corrections (DOC) provides a case manager to offenders and discusses the role of a case manager. In situations where an individual has no placement options or would be homeless follow release, the case manager assists with identifying and connecting the client with appropriate resources. DOC Adult Offender Reentry Services and Programming provides reentry services to offenders in collaboration with case management services. This includes the Presidential Prisoner Reentry Initiative (PRI), transition fairs, administering offender housing contracts, providing referrals, and offering a pre-release class to offenders. DOC provides payment for adult halfway house and emergency housing placement for eligible offenders that are on supervised release and conditional release.

The CoC has been actively engaging representatives from local hospitals and health care providers in 10-year plans to end homelessness. Committees work with hospitals to plan services and referral processes to assist persons being discharged. Releasing medically fragile people who do not have housing is a growing problem. There are medical respite beds available in the metro area and the CoC continues to work with

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other providers to establish a program that will house persons being released from hospitals without housing to go to. They will be able to stay in this housing until their medical needs are met or permanent housing with needed services is found.

### Woodbury

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### **Discussion**

#### **Ramsey**

Preventing and ending homelessness is a top priority for Ramsey County. Through greater investments in affordable housing supply, shelter and service coordination hopes to make strides towards making homelessness rare, brief and non-recurring.

#### **Washington**

Washington County's Housing Collaborative acts as the local Continuum of Care committee for this part of the SMAC region. Organizations within the continuum provide several homeless services and resources. The "prevention" end of the Continuum is largely made up of Washington County's Housing Unit and Emergency Assistance Unit, nonprofits and faith-based organizations.

Clients accessing assistance from public and private agencies enter the system through multiple doors. The Housing Collaborative, in conjunction with SMAC, is working to create a more coordinated assessment system for those that enter these multiple doors so that they can access appropriate resources quickly. Washington County is currently piloting a tool to help determine which households need prevention, which households need diversion assistance and which households need shelter.

#### **Woodbury**

The City of Woodbury is full supportive of Washington County and the manner in which the coordinate homeless programs in all communities within the county.

## **FY 2022 Action Plan - HOME Consortium Narratives**

### **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

#### **Introduction**

##### **Anoka**

Anoka County does not establish Countywide policies for land use and development. Municipalities and the Metropolitan Council control local and regional land use policies. Affordable housing tends to be in larger cities that have better access to public transportation. Encourage affordable housing providers to build, rehabilitate and invest in locating units in Anoka County.

Anoka County works closely with all units of government throughout the county to support affordable housing. This includes support of new rental construction, tenant-based rent assistance, new owner construction (e.g. Habitat homes), special needs housing, housing rehabilitation along with supporting the expansion and preservation of affordable multi-family housing units.

##### **Ramsey**

Housing affordability is affected by policies and actions taken by both the public and private sectors. Local policies, such as ordinances, guidelines, planning documents, land use controls, building codes, permit and other development fees. Although these tools are designed to improve the overall housing quality in the community they can also constrain affordable housing development. The private sector, on the other hand, driven by profit margins, interprets what the market wants and builds to provide the size, scale, and amenities that are marketable and profitable.

Public sector strategies must include cooperation by civic leaders and residents that consider:

- Reducing barriers to development and density of mixed-income housing and neighborhoods, thereby reducing concentrations of a single economic group.
- Increasing housing choice and access to communities of opportunity.
- Expanding the supply of housing options appropriate and accessible to seniors and people with disabilities.
- Developing better strategies to affirmatively further fair housing and address housing discrimination.
- Building wealth and expanding investment in area that have historically had wealth extracted from them.

##### **Washington**

The most significant barriers to affordable housing in Washington County are high land values, rents, and home prices. Some jurisdictions in Washington County have large lot requirements that drive up housing costs; zoning ordinances and land use plans restrict where multi-family development can occur. Although there is no official growth boundary, the extent of the regional water and sewer lines effectively serves as one for affordable multi-family housing development. The financing tools available for

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affordable housing development place a high priority on development within the existing sewer and water system, which makes it very difficult to develop new affordable housing outside of it.

### **Woodbury**

The primary barrier to affordable housing in Woodbury is resources. Consistent with trends throughout the rest of Minnesota and the United States, there are more affordable housing projects than there are dollars available to build them. While topics connected to fair housing are important to the City of Woodbury, the main barrier, as mentioned above, is financial in nature. Woodbury complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990. To promote compliance with these fair housing related acts and laws the City participates in the Fair Housing Implementation Council (FHIC). The FHIC is a collaborative group representing the Twin Cities metropolitan area entitlement jurisdictions and other governmental agencies. The purpose of the FHIC is to facilitate and initiate implementation of affirmative activities having metro-wide significance identified in regional analyses of impediments to fair housing choice (“AI”).

**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**

### **Discussion**

#### **Anoka**

Addressing underserved housing needs has become increasingly more difficult. To make housing affordable to very low-income households, substantial subsidies are needed. Appropriations for housing programs have seen reductions or remain flat and are not at levels sufficient to support affordability gaps.

#### **Ramsey**

Counties have no authority over land use, but Ramsey County plans to continue its work maintaining the existing housing stock, especially naturally occurring affordable housing, and partnering with developers and municipalities to expand housing opportunities, increase density to lower per-unit land and development costs, and identify infill sites as well as adaptive reuse of existing buildings.

#### **Washington**

In order to offset the negative effects of large lot requirements, zoning restrictions, and availability of utilities and services, the Washington County CDA offers funds to

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developers of affordable housing. Assistance helps offset development costs related to these barriers. As property values continue to appreciate in Washington County, the gap is widening between available resources and outstanding need. There is an increased need for federal funds for housing activities of all types including affordable rental, homeownership, and housing for special needs populations. Washington County and its partners will work to reduce the gap in resources by seeking out additional federal, state and private resources to support its affordable housing priorities.

### **Woodbury**

During PY22, the City of Woodbury will work with its FHIC partners to implement the regional AI. This exercise will require the use of CDBG Program Administration funds.

Additionally, while land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment may serve as barriers to affordable housing, the recent regional AI as well as the addendum to it examines these barriers and provides recommendations. Given that the City of Woodbury has not ever denied an application to construct affordable housing and given that the City uses local funds in addition to federal dollars to promote and help finance affordable housing, the City believes that the main barriers to affordable housing are financial in nature rather than regulatory.

Lastly, as an implementation step of the City's 2021 Housing Action Plan, the City is in the middle of a process revising its rental licensure policy to ensure that all tenants in the community are protected and served equitably rather than only tenants living in apartment buildings.

### **Discussion**

#### **Ramsey**

Ramsey County is working to expand the supply of housing options, such as putting affordable units in projects across the urban county, as well as working to preserve naturally occurring affordable housing. Ramsey County will invest American Rescue Plan Act (ARPA) dollars, local levy dollars, and general obligation bonds towards affordable housing in 2022.

#### **Washington**

Large lot requirements, zoning restrictions, and availability of utilities and services impact the cost of both owner-occupied and rental housing. Removing these barriers is a long-term plan involving many municipalities and partners. In 2022, efforts to remove these barriers to level the playing field for developers of affordable housing by providing financial assistance to overcome the costs associated with these land use policies and infrastructure policies.