



U.S. Department of Housing and Urban Development
 Office of Community Planning and Development
 Integrated Disbursement and Information System
 CDBG Activity Summary Report (GPR) for Program Year 2012
 NILES

Date: 31-Dec-2013
 Time: 11:45
 Page: 1

PGM Year: 2012
Project: 0002 - Ferry Street Resource Center
IDIS Activity: 65 - Ferry Street Resource Center (PY 2012)

| | | | |
|-----------|-----------------------------------|--------------|---|
| Status: | Completed 9/30/2013 12:00:00 AM | Objective: | Create suitable living environments |
| Location: | 620 Ferry St Niles, MI 49120-2453 | Outcome: | Availability/accessibility |
| | | Matrix Code: | Public Services (General) (05) National Objective: LMA |

Initial Funding Date: 01/22/2013 **Description:**
Financing

| | |
|--------------------------|-----------|
| Funded Amount: | 38,911.51 |
| Drawn Thru Program Year: | 38,911.51 |
| Drawn In Program Year: | 38,911.51 |

Proposed Accomplishments

People (General) : 324
 Total Population in Service Area: 8,750
 Census Tract Percent Low / Mod: 53.00

Annual Accomplishments

| Years | Accomplishment Narrative | # Benefitting |
|-------|--|---------------|
| 2012 | <p>During this program year, the City worked very closely with the Ferry Street Resource Center Board of Directors and Executive Director to ensure that the agency continues to make progress in developing their capacity to effectively and efficiently manage their business operations. Mid-year, FSRC hired a new Executive Director who has worked assiduously at creating positive change. Upon hire, she immediately started studying the CDBG grant requirements and working on organizational and business operations improvements.</p> <p>The improvement efforts at Ferry Street Resource Center are dynamic and on-going. Plans for 2014 include a strategic planning process beginning January, the development of additional policies and procedures, planned fundraising events and continued improvements of the reporting process.</p> <p>FSRC was able to leverage \$40,000 for the project using US Department of Education Grant, donations and fundraising income</p> | |

PGM Year: 2012
Project: 0003 - Niles Community Gardens
IDIS Activity: 66 - Niles Community Gardens (2012)

Status: Completed 9/30/2013 12:00:00 AM
Location: 1615 N 5th St Niles, MI 49120-1255

Objective: Create suitable living environments
Outcome: Availability/accessibility
Matrix Code: Neighborhood Facilities (03E) **National Objective:** LMA

Initial Funding Date: 01/22/2013

Description:

Financing

Funded Amount: 10,061.89
 Drawn Thru Program Year: 10,061.89
 Drawn In Program Year: 10,061.89

Proposed Accomplishments

Public Facilities : 7
 Total Population in Service Area: 8,750
 Census Tract Percent Low / Mod: 53.00

Annual Accomplishments

| Years | Accomplishment Narrative | # Benefitting |
|-------|---|---------------|
| 2012 | <p>The City, through a grant to the Niles Community Gardens, has been able to support public facility updates at each of the City's four community gardens. These updates include the purchase of insurance, the installation of water supply, drip irrigation (promoting water conservation), and the purchase of four tillers and other needed materials.</p> <p>Much work was done to improve the water delivery systems and ground usability at several of the gardens this year. Specifically, an additional water supply hookup at Ballard, expansion of drip irrigation at Westside, Ballard and Northside Schools and four big tillers were purchased so each of the four sites has both a small and large tiller.</p> <p>NCG volunteers worked throughout this season to teach people how to grow food for themselves and others, allowing for expanded individual, family and community food acquisition and security. Through their efforts, 24 low income individuals and 99 low income families were taught basic skills needed to begin expanding local organic (natural) food growth and consumption.</p> <p>NCG volunteers also provided educational information at local schools and participated in a number of local fairs, expos, and other community events. During these events, participants learned about Niles Community Gardens, local efforts to begin fostering a sustainable community, as well as demonstrations and group activities that allowed participants to actually sow and begin caring for seeds which they could then cultivate at home.</p> | |

PGM Year: 2012
Project: 0004 - Code Enforcement
IDIS Activity: 67 - Code Enforcement (2012)

Status: Completed 9/30/2013 12:00:00 AM
Location: LMA Niles, MI 49120

Objective: Create suitable living environments
Outcome: Sustainability
Matrix Code: Code Enforcement (15)

National Objective: LMA

Initial Funding Date: 01/22/2013

Description:

Financing

Funded Amount: 37,371.07
Drawn Thru Program Year: 37,371.07
Drawn In Program Year: 37,371.07

Proposed Accomplishments

Housing Units : 100
Total Population in Service Area: 8,750
Census Tract Percent Low / Mod: 53.00

Annual Accomplishments

Years **Accomplishment Narrative**

Benefitting

The code enforcement is targeted at deteriorated or deteriorating area (specifically all qualified LMA tracts in the City of Niles) and At least 51% of residents are LMI persons; and the Code Enforcement, together with public improvements, rehabilitation and services to be provided, may be expected to arrest the decline of the area.

The economic downturn has left many of our neighborhoods with visible examples of blight and abandon. This generally includes inadequate exterior home maintenance, lawn care, and improper exterior storage. Expectations of acceptable property maintenance have begun to change over the past decade and standards for property upkeep are waning.

The months of April-October are always the most active for the City's Code Enforcement division; better weather increases outside activity in our neighborhoods. It is this time of year that the department abates hundreds of lawns that have exceeded the 10 inch height. Officers also perform curbside inspections of every structure where frequently, junk and trash violations are much more prevalent. Rental inspections are also still conducted during this time as most landlords prefer this time of year to hold their inspections.

The City's Code Enforcement capabilities have been limited over the past few years with the reduction of one position on each shift, which was once our Designated Code Officer, as well as the loss of the Fire Marshal's position. Using carryover funding from previous CDBG cycles, the City was able to increase the total number of hours spent in LMA performing code work. We believe that this modest increase allowed us to saturate the LMA in an effort to help to preserve the vitality of our neighborhoods. We were able to train and increase paid hours for part-time/PRN employees, capitalizing on their developed knowledge of department policy, communication and documentation protocols, etc., to perform additional code enforcement patrols.

It is the Fire Chief's belief that this effort positively affects the environment for every resident in the neighborhood. Since many of our neighborhoods are low to moderate income, every notice we write, every issue we are able to correct, actually effects every neighbor, every resident and every visitor that walks on sidewalks or drives by in a vehicle. We believe that those who live in the vicinity more proud of their neighborhood and more apt to properly maintain their dwelling.

Smoke/Carbon Monoxide Detector Program

The increased funding allocated to Code also provided an increased capacity to not only work on enforcement issues, but Officers were also able to provide the service of checking smoke detectors in owner-occupied homes supported through the City's Homeowners Assistance Program as well as those homes accessed by Code Officers during compliance review or follow-up.

Code Officers checked detectors for proper installation, quantity- given the make-up of the home, and functioning. If none were found, or if there were not enough in the home, Code Officers installed and tested new ones in an effort to reduce smoke and fire related damages and fatalities. Code Officers also made sure that those homes provided with Homeowner Assistance Program funds were also provided with installed and functioning carbon monoxide detectors.

396 smoke detectors with lithium/ion batteries were purchased and installed during targeted code sweeps and as a component of each HAP rehab project. 12 carbon monoxide detectors were also purchased and installed in HAP rehab project homes.

PGM Year: 2012
Project: 0005 - Homeowner Assistance Program
IDIS Activity: 68 - Homeowner Assistance Program (2012)

Status: Completed 9/30/2013 12:00:00 AM
 Location: 1614 Michigan St Niles, MI 49120-3662

Objective: Provide decent affordable housing
 Outcome: Affordability
 Matrix Code: Rehab; Single-Unit Residential (14A) National Objective: LMH

Initial Funding Date: 01/22/2013

Description:

Financing

Funded Amount: 27,750.22
 Drawn Thru Program Year: 27,750.22
 Drawn In Program Year: 27,750.22

Proposed Accomplishments

Housing Units : 6

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | 4 | 0 | 0 | 0 | 4 | 0 | 0 | 0 |
| Black/African American: | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 |
| Asian: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Native Hawaiian/Other Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Black/African American & White: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| American Indian/Alaskan Native & Black/African American: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Other multi-racial: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Asian/Pacific Islander: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hispanic: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total: | 5 | 0 | 0 | 0 | 5 | 0 | 0 | 0 |

Female-headed Households: 3

Income Category:

| | Owner | Renter | Total | Person |
|------------------|-------|--------|-------|--------|
| Extremely Low | 1 | 0 | 1 | 0 |
| Low Mod | 2 | 0 | 2 | 0 |
| Moderate | 2 | 0 | 2 | 0 |
| Non Low Moderate | 0 | 0 | 0 | 0 |
| Total | 5 | 0 | 5 | 0 |

Percent Low/Mod

100.0%

100.0%

Annual Accomplishments

| Years | Accomplishment Narrative | # Benefiting |
|-------|--------------------------|--------------|
|-------|--------------------------|--------------|

| | | |
|------|--|--|
| 2012 | <p>While housing remains generally affordable in Niles, poor housing quality, lack of equity and poor credit are negatively impacting prospective low and moderate income home buyers and existing homeowners. To address housing quality the City of Niles established a CDBG-funded Homeowner Assistance Program in 2004. The program provides rehabilitation assistance for income eligible homeowners (similar to a program which was funded in Niles by the Michigan State Housing Development Authority in 1995) to address single items within a home (e.g. roof, furnace, electrical systems, etc.). Over the last year, the HAP sought to assist homeowners limiting funds to repair or replace the most critical needs within a particular home.</p> | |
|------|--|--|

Further, under approved Homeowner Assistance Program guidelines, all homeowner rehabilitation assistance projects will be under \$5,000; as such the City agrees to adhere to the following HUD lead-based paint standard and document "de minimis" or compliance of lead safe work practices and clearance of worksite as required/necessary:

Up to \$5,000 per unit: "Do no harm" approach. Lead safety requirements cover only the surfaces being disturbed. Program participants can either test these surfaces to determine if they contain lead-based paint or presume they contain lead-based paint. Work which disturbs painted surfaces known or presumed to contain lead-based paint is done using lead safe work practices, and clearance of the worksite is performed at the end of the job (unless it is a very small "de minimis" scale project) to ensure that no lead dust hazards remain in the work area. Training that meets the EPA's RRP Rule requirements is sufficient for this work.

There is also a lead based paint provision in every contract and/or agreement in which CDBG dollars are used to fund any project and the following Lead Based Paint Certification with this Annual Action Plan:

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

HAP is a deferred and forgivable program, which has loan terms that include zero interest and no monthly payments. In order to avoid full repayment homeowners must reside in their home for at least five years. After a period of five years the loan is forgiven in its entirety and the mortgage is discharged. The deferred and forgivable aspect of this program is an excellent incentive to low-income homeowners who lack the financial means of making physical improvements to their homes. HAP is available throughout the entire City of Niles, but only to those households whose low and moderate income status is qualified. Over the last year, the City began actively administering the HAP program internally.

In PY 2012, the City worked with five low income homeowners to make repairs to their homes in accordance with the City of Niles Homeowner Assistance Program Guidelines, all HUD rehabilitation regulations and rules, including LPD regulations and current income guidelines for our community. City HAP staff worked closely with the Buildings and Code Enforcement Departments to ensure that 1. projects met the most urgent of needs; that 2. costs and work specifications were appropriate to the needed work; and to ensure that inspections were performed in a timely manner.

PGM Year: 2012
Project: 0006 - Niles Main Street Incubator
IDIS Activity: 69 - DDA NECI/Food Hub Feasibility Assessment

Status: Open
 Location: ,

Objective:
 Outcome:
 Matrix Code: Planning (20) National Objective:

Initial Funding Date: 01/22/2013

Financing

Funded Amount: 10,000.00
 Drawn Thru Program Year: 0.00
 Drawn In Program Year: 0.00

Description:

While substantial work has been completed in determining if a food hub would be a sustainable enterprise in downtown Niles, further information is still being solicited, including an opportunity through Michigan Main Street to be included in a study of Economic Impact of Niles Michigan Main Street Program by nationally recognized economist, Donovan Rypkema, scheduled to be released in May 2014. Rypkema is principal of PlaceEconomics, a Washington, D.C.-based real estate and economic development consulting firm. The firm specializes in services

Proposed Accomplishments

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|----------|----------|----------|----------|----------|----------|----------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | | | | | 0 | 0 | | |
| Black/African American: | | | | | 0 | 0 | | |
| Asian: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native: | | | | | 0 | 0 | | |
| Native Hawaiian/Other Pacific Islander: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & White: | | | | | 0 | 0 | | |
| Asian White: | | | | | 0 | 0 | | |
| Black/African American & White: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & Black/African American: | | | | | 0 | 0 | | |
| Other multi-racial: | | | | | 0 | 0 | | |
| Asian/Pacific Islander: | | | | | 0 | 0 | | |
| Hispanic: | | | | | 0 | 0 | | |
| Total: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Female-headed Households: 0

Income Category:

| | Owner | Renter | Total | Person |
|------------------|----------|----------|----------|----------|
| Extremely Low | | | 0 | |
| Low Mod | | | 0 | |
| Moderate | | | 0 | |
| Non Low Moderate | | | 0 | |
| Total | 0 | 0 | 0 | 0 |

Percent Low/Mod

| | |
|-----------------------|---------------------------------------|
| PGM Year: | 2012 |
| Project: | 0007 - Chapin Mansion Renovation |
| IDIS Activity: | 70 - Chapin Mansion Renovation (2012) |

| | | | | | |
|------------------|------------------------------------|---------------------|-------------------------------------|----------------------------|-----|
| Status: | Completed 9/30/2013 12:00:00 AM | Objective: | Create suitable living environments | | |
| Location: | 508 E Main St Niles, MI 49120-2618 | Outcome: | Availability/accessibility | | |
| | | Matrix Code: | Public Facilities and Improvement | National Objective: | LMA |

Initial Funding Date: 01/22/2013 **Description:**

Financing

| | |
|--------------------------|----------|
| Funded Amount: | 5,980.95 |
| Drawn Thru Program Year: | 5,980.95 |
| Drawn In Program Year: | 5,980.95 |

Proposed Accomplishments

Public Facilities : 1
Total Population in Service Area: 2,878
Census Tract Percent Low / Mod: 52.70

Annual Accomplishments

| Years | Accomplishment Narrative | # Benefitting |
|--------------|---|----------------------|
| 2012 | <p>During this program year, the City solicited RFQ from local architects to oversee the renovation of the windows at the historic Chapin Mansion. Based on costs and qualifications, Kil Architecture was selected. To date, Kil has prepared and submitted a workplan in which one of the initial steps was to solicit estimates for and execute the environmental review for the project. Based on the outcome of the environmental review, the Notice of Intent to Request Release of Funds has just been finalized and submitted to HUD for approval on Thursday, December 7, 2013. This project is making slow, careful progress and will be carried over into PY13.</p> <p>Due to the complexities of the environmental review and historic preservation regulations, renovation of windows at the historic Chapin Mansion Museum has been slow. Because the contracted architect has made continuous progress throughout the year, this project will be carried forward into the new program year and is estimated for completion in August 2014.</p> | |

PGM Year: 2012
Project: 0008 - Program Administration
IDIS Activity: 71 - Program Administration (2012)

Status: Completed 9/30/2013 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 01/22/2013

Financing

Funded Amount: 31,396.09
 Drawn Thru Program Year: 31,396.09
 Drawn In Program Year: 31,396.09

Description:

Proposed Accomplishments

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|--------------|----------|---------------|----------|--------------|----------|---------------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | | | | | 0 | 0 | | |
| Black/African American: | | | | | 0 | 0 | | |
| Asian: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native: | | | | | 0 | 0 | | |
| Native Hawaiian/Other Pacific Islander: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & White: | | | | | 0 | 0 | | |
| Asian White: | | | | | 0 | 0 | | |
| Black/African American & White: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & Black/African American: | | | | | 0 | 0 | | |
| Other multi-racial: | | | | | 0 | 0 | | |
| Asian/Pacific Islander: | | | | | 0 | 0 | | |
| Hispanic: | | | | | 0 | 0 | | |
| Total: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Female-headed Households: 0

Income Category:

| | Owner | Renter | Total | Person |
|------------------|--------------|---------------|--------------|---------------|
| Extremely Low | | | 0 | |
| Low Mod | | | 0 | |
| Moderate | | | 0 | |
| Non Low Moderate | | | 0 | |
| Total | 0 | 0 | 0 | 0 |
| Percent Low/Mod | | | | |

PGM Year: 2012
Project: 0002 - Ferry Street Resource Center
IDIS Activity: 73 - FSRC Admin

Status: Completed 12/2/2013 12:00:00 AM
Location: ,

Objective:
Outcome:
Matrix Code: General Program Administration (21A) **National Objective:**

Initial Funding Date: 11/07/2013

Description:

Financing

Funded Amount: 3,537.52
 Drawn Thru Program Year: 3,537.52
 Drawn In Program Year: 3,537.52

Proposed Accomplishments

Actual Accomplishments

Number assisted:

| | Owner | | Renter | | Total | | Person | |
|--|--------------|----------|---------------|----------|--------------|----------|---------------|----------|
| | Total | Hispanic | Total | Hispanic | Total | Hispanic | Total | Hispanic |
| White: | | | | | 0 | 0 | | |
| Black/African American: | | | | | 0 | 0 | | |
| Asian: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native: | | | | | 0 | 0 | | |
| Native Hawaiian/Other Pacific Islander: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & White: | | | | | 0 | 0 | | |
| Asian White: | | | | | 0 | 0 | | |
| Black/African American & White: | | | | | 0 | 0 | | |
| American Indian/Alaskan Native & Black/African American: | | | | | 0 | 0 | | |
| Other multi-racial: | | | | | 0 | 0 | | |
| Asian/Pacific Islander: | | | | | 0 | 0 | | |
| Hispanic: | | | | | 0 | 0 | | |
| Total: | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Female-headed Households: 0

Income Category:

| | Owner | Renter | Total | Person |
|------------------|--------------|---------------|--------------|---------------|
| Extremely Low | | | 0 | |
| Low Mod | | | 0 | |
| Moderate | | | 0 | |
| Non Low Moderate | | | 0 | |

Total

| | | | |
|---------------------------------------|---|---|---------------------|
| 0 | 0 | 0 | 0 |
| Total Funded Amount: | | | \$378,084.62 |
| Total Drawn Thru Program Year: | | | \$368,084.62 |
| Total Drawn In Program Year: | | | \$279,844.69 |

PR03 - NILES