

# **City of Medford**

## **Community Development Block Grant Program**



## **2016 Action Plan**

This Plan Covers the Period Beginning

July 1, 2016 and Ending June 30, 2017

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Angela Durant, CDBG Program Administrator

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## **Executive Summary**

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

#### **1. Introduction**

The Consolidated Plan for Housing and Community Development is a requirement of the 1990 National Affordable Housing Act and the Community Development Plan for the U.S. Department of Housing and Urban Development (HUD). Such a plan is required of entitlement communities that receive Community Development Block Grant (CDBG) funds under HUD's housing and service programs related to the needs of low- and moderate-income persons and areas. The City of Medford's most recent Consolidated Plan addresses the housing and community development needs for the time period of July 1, 2015 through June 30, 2019. This comprehensive document serves as the foundation and prioritization for the annual Action Plan for the City's use of 2016 CDBG entitlement funds.

The City of Medford 2016 Action Plan targets the goals and strategies outlined in the 2015 – 2019 Consolidated Plan, and the activities described in the Action Plan are based on the priorities established by the City of Medford Housing and Community Development Commission, City of Medford Staff, and Medford City Council. Funding priorities are based on a combination of research and data analysis, project or program effectiveness, agency and expert consultation, subrecipient application scoring, and citizen participation.

The 2016 Action Plan must be submitted to HUD 45 days prior to the beginning of the entitlement fiscal year. A citizen participation plan element requires that interested parties have a 30-day period in which to review and comment upon the funding proposals. The 30-day comment period for the use of the City of Medford's CDBG funds began on March 17, 2016 and ended at a public hearing held on May 5, 2016. Two comments were received during the 30-day public comment period and no comments were received during the public hearing.

Copies of the City of Medford Consolidated Plan plus the One-Year Action Plan for the 2016 program year are available at the City of Medford, Parks and Recreation Department, located at 701 N. Columbus Avenue, Medford, Oregon 97501.

The Action Plan is available online at [www.ci.medford.or.us](http://www.ci.medford.or.us) on the Neighborhood Resources page.

#### **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.

The City of Medford Consolidated Plan outlines a set of five-year objectives and strategies that the City will target through application of federal CDBG entitlement funds, which often times is leveraged with subrecipient funds. Participation of and collaboration with local providers is essential to delivering efficient programs and services to the community. After extensive research and data analysis, consultation with outside agencies, and citizen participation; 31 priority needs were identified.

In order to address these priority needs, the City has identified three goals to guide allocation of City resources including both funding and technical assistance. The three goals identified in the 2015-2019 Consolidated Plan include:

1. Improve the condition and availability affordable housing
2. Improve the ability of low/moderate income and special needs residents to become self-sustaining
3. Improve living conditions by addressing community development projects that improve public infrastructure, public facilities and neighborhood revitalization

As an entitlement jurisdiction, the City of Medford is accountable for a series of outcomes to be achieved through allocation of resources. The primary outcomes that will be achieved as the City provides funding for and/or carries out activities during the 2016-2017 program year will include improving the availability, accessibility and affordability of decent housing; and improving the availability and accessibility of development or services to create and enhance suitable living environments.

Detailed descriptions of the priority needs, goals and anticipated outcomes can be found in the City's 2015-2019 Consolidated Plan, which is available online at [www.ci.medford.or.us](http://www.ci.medford.or.us) on the Neighborhood Resources page.

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

The goals, objectives and strategies identified in the City's 2015-19 Consolidated Plan and the projects identified within the 2016 Action Plan are reflective of a continuation of previous consolidated plans as well as the product of current and future needs identified within the most recent consolidated planning process. The community's need for affordable housing, especially for households with low incomes, has been a priority goal since inception of the City's CDBG program. However, given heightened awareness of the existing low vacancy rate and the associated housing cost burden for low-income families; the City has identified the goals to create new affordable housing opportunities and maintain quality affordable units as priorities in this Action Plan. Similar strategies are documented in the *Jackson County 10-Year Plan to Reduce Homelessness*, which was developed in 2009 through a community-wide collaboration between Jackson County, United Way of Jackson County, and the Jackson County Homeless Task Force (HTF). As an active participating member of the HTF, the City has placed strong consideration on the needs and goals identified through the work of the HTF when making annual CDBG funding determinations. The 10-Year Plan identifies the need to increase the stock of permanent, affordable and supportive housing for individuals and families who earn  $\leq 30\%$  of

the Area Median Income (AMI). This strategy has been supporting by the funding determinations made within this Action Plan.

Additional strategies identified within the 10-Year Plan, which are relevant to the funding strategy of the 2016 Action Plan include: 1) provide case management to help people maintain stable rental housing; and 2) provide supportive housing options for youth and vulnerable populations as they emerge. The 2010-2014 Consolidated Plan also identified providing funds and technical support to agencies that serve people who are homeless or at risk of becoming homeless to achieve self-sufficiency as a primary strategy. The City maintains a strong community network that has been formed to carry out the goals and actions of both the Jackson County 10-Year Plan and the Consolidated Plan. Given the community's strong need for support services relating to homelessness and fair housing, 81% of the City's 2016-17 public service program funding will be focused on these two priority areas.

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

The City of Medford allocates CDBG funds through a competitive process. Scoring of applications for 2016-17 funding was strongly influenced by the community's emergent housing and homeless needs. Eight members of The Housing and Community Development Commission, a citizen advisory group, reviewed all grant applications and formulated a funding recommendation during a public meeting on March 9, 2016. The Commission's funding recommendation was presented to Medford City Council during a public hearing held on May 5, 2016 at 12:00 p.m. in Medford City Hall Council Chambers. The public comment period for the draft 2016 Action Plan began on March 17, 2016 and concluded at the closing of the public hearing. Both public participation requirements were noticed in the Legal Notices section of The Medford Mail Tribune, on the City's website, and emailed to past CDBG and City General Fund Grant applicants. Consultations occurred with Oregon Action, ACCESS, St. Vincent de Paul, Children's Advocacy Center and Housing Authority of Jackson County. A member of the Homeless Task Force sits on the Housing and Community Development Commission and provided direct input into the funding recommendation.

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

Two comments were received during the 30-day public comment period, which have been recorded herein on page 24; Table 1 – Citizen Participation Outreach. The draft plan was posted on the City's website and was available to the public at the Santo Community Center. No public comments were heard during the public hearing held on May 5, 2016. At the conclusion of the public hearing, Medford City Council approved Resolution 2016-57 adopting the Action Plan for use of the City's CDBG fund for fiscal year 2016-17.

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

All comments and views presented were accepted and documented herein.

## **7. Summary**

The Action Plan that follows outlines the activities the City of Medford will undertake or support during the one-year period beginning July 1, 2016 to address identified community needs.

Consistent with the current Consolidated Plan, the City's efforts will focus on creating, retaining and maintaining affordable housing opportunities, supporting efforts to prevent and overcome homelessness, and supporting efforts to meet the needs of low-income and special needs populations.

## The Process

### PR-05 Lead & Responsible Agencies – 91.200(b)

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MEDFORD	Medford Parks and Recreation

Table 2 – Responsible Agencies

The City of Medford; through the Housing and Neighborhood Services Division, which is under the direct leadership of the Parks and Recreation Department, is the lead agency for delivery of the Community Development Block Grant program funding to be delivered through this Action Plan.

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

### **1. Introduction**

The City of Medford coordinates efforts with outside public and private entities that focus on affordable housing, homelessness, health care, mental illness, substance abuse, domestic violence and other related services as reflected in the narratives to follow. Initiatives such as the adoption and implementation of the Jackson County 10-Year Plan to Reduce Homelessness highlights efforts to coordinate services, which will extend through the period of the City's 2015-2019 Consolidated Plan. Coordination efforts anticipated or in place, are described below.

#### **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))**

The most active effort to enhance coordination of housing and public supportive service efforts among providers and government entities is the ongoing work of the Housing and Community Development Commission. Throughout the 2015-16 program year, the Commission has been actively seeking consultation with public and private agencies as well as individual members of the community. Agencies and City departments including ACCESS, the Housing Authority of Jackson County, Oregon Action, Guild Mortgage, John L. Scott, Rogue Retreat, Medford Planning Department, Medford Code Enforcement Division and Medford Building Safety Division aided the Commission in formulating the 2016-17 funding recommendation to Medford City Council.

The City's active participation in the HTF significantly enhances the coordination between community-wide agencies working together to reduce and prevent homelessness. The City's CDBG grants administrator and code enforcement liaison attend regular monthly meetings to contribute to the coordination among agencies that deliver homeless shelter and services, affordable housing, health related services, veteran outreach, and other programs in the City of Medford.

The code enforcement staff liaison is also involved in the Hispanic Interagency Committee, which enhances coordination of services targeting minority and other special needs populations. Lastly, the City's CDBG grants administrator is coordinating a community-wide planning effort to implement a pilot Parks Rx program that will utilize the City's outdoor parks to improve the overall health and wellness of low-income and special needs populations. The planning committee includes representation from local health agencies, private wellness organizations, medical service providers and disability advocacy groups.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City of Medford partners with other governmental jurisdictions, agencies and organizations, in a collaborative effort to address homelessness and other community special needs. The Jackson County HTF uses a Continuum of Care approach to provide for services and linkages for low-income and homeless citizens. As mentioned previously, City staff serves on the HTF, which meets on a monthly basis. Subcommittees of the HTF include: 1) Core Group; 2) Highly-Affordable Housing Alternatives; 3) Point-in-Time/Hispanic Interagency Committee Workgroup; 4) Project Community Connect; 5) Veterans; and 6) Youth Networking Committee.

The Project Community Connect subcommittee organizes an annual resource fair in May of each year for homeless or those at risk of becoming homeless. This event will be held on May 17, 2016. The City is a regular supporter of this event and values the expertise of the agencies that work alongside the HFT to focus on reducing and preventing homelessness as well as providing services to at risk and special needs populations.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of Medford does not currently receive ESG funds.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

Table 3 – Agencies, Groups, Organizations Who Participated

1	<b>Agency/Group/Organization</b>	ACCESS
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Homeless Service-Fair Housing Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development 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>	The City's CDBG Grants Administrator, Angela Durant, conducted a personal interview with ACCESS' Housing Director, Cindy Dyer. The City's Housing and Community Development Commission also invited Ms. Dyer and ACCESS' Executive Director, Jackie Schad, to attend a regularly scheduled Commission meeting to learn more about Medford's housing needs.
2	<b>Agency/Group/Organization</b>	HOUSING AUTHORITY OF JACKSON COUNTY
	<b>Agency/Group/Organization Type</b>	Housing PHA Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Lead-based Paint 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>	The City of Medford maintains an ongoing relationship with the Housing Authority of Jackson County through the City's Homeowner Repair Program. This relationship provides the City with essential information relating to Medford's affordable housing needs.
3	<b>Agency/Group/Organization</b>	Oregon Action
	<b>Agency/Group/Organization Type</b>	Regional organization Nonprofit action agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Inclusionary Zoning and Affordable Housing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Oregon Action's Regional Director, Michelle Glass, invited staff to participate in legislative initiative meetings relating to lifting the ban on inclusionary zoning (IZ) in Medford. The City's CDBG Grants Administrator, Angela Durant attended the meetings and relayed information back to the Housing and Community Development Commission. The Commission later invited Ms. Glass to share IZ information with commissioners as well as Council Liaison, Clay Bearnson, during a regularly scheduled meeting.
4	<b>Agency/Group/Organization</b>	John L. Scott Real Estate
	<b>Agency/Group/Organization Type</b>	Business Leaders Real Estate Professional
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Housing Trends & Vacancy Rates
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Shanon Pewtress, a member of the Housing and Community Development Commission is a real estate agent with John L. Scott and provides the Commission with valuable housing related information throughout the year.
5	<b>Agency/Group/Organization</b>	Guild Mortgage
	<b>Agency/Group/Organization Type</b>	Housing Business Leaders Lending Institution Private Sector Banking / Financing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Home Lending 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>	Sam Martin with Guild Mortgage provides lending consultation information to the Housing and Community Development Commission and City staff in efforts to formulate strategies to assist low-income homeowners obtain affordable housing. A key topic during planning for the 2016 Action Plan involved the condition of Medford's lower-end housing inventory. Lending institutions are finding a significant percentage of the homes under \$150,000 are not eligible for financing due to failure to meet FHA property requirements.
6	<b>Agency/Group/Organization</b>	St Vincent de Paul
	<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 Homeless Needs - Chronically homeless Homeless Needs - Families with children 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>	Rich Hansen, Government Liaison, provides City Council, the Housing and Community Development Commission and City staff with ongoing consultation associated with reducing and eliminating homelessness in Medford.
7	<b>Agency/Group/Organization</b>	City of Corvallis
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Other government - Local Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Potential Program 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>	City staff has consulted with the Housing and Neighborhood Services Division on several occasions to learn more about potential new home buyer and rental rehabilitation programs.

8	<b>Agency/Group/Organization</b>	Rogue Retreat
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless 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>	Rogue Retreat's Executive Director, Chad McComas, serves as a commissioner of the Housing and Community Development Commission and provides ongoing consultation relating to Medford's homelessness.
9	<b>Agency/Group/Organization</b>	Habitat for Humanity
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Denise James, Executive Director of Rogue Valley Habitat for Humanity, serves as a commissioner of the Housing and Community Development Commission and provides ongoing consultation relating to new affordable housing construction as well as alternative funding and community collaboration opportunities.
10	<b>Agency/Group/Organization</b>	FAIR HOUSING COUNCIL OF OREGON
	<b>Agency/Group/Organization Type</b>	Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Affirmatively Furthering Fair Housing
	<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 City of Medford contracts with Fair Housing Council of Oregon on an annual basis to improve Fair Housing education and awareness, community-wide. The City sponsored two Fair Housing training sessions through FHCO: 1) Jurisdictional Responsibilities; and 2) Fair Housing Training for Advocates.

11	<b>Agency/Group/Organization</b>	CENTER FOR NONPROFIT LEGAL SERVICES
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Elderly Persons Services-Persons with Disabilities Service-Fair Housing Legal Services
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs LMI Legal Representation 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>	Center for Nonprofit Legal Services provides City staff with consultation associated with landlord/tenant Fair Housing and protected class discrimination issues.
12	<b>Agency/Group/Organization</b>	Rogue Valley Family YMCA
	<b>Agency/Group/Organization Type</b>	Services-Children Health and Wellness
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy Neighborhood Crime
	<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 Rogue Valley Family YMCA provides consultation primarily in the area of unaccompanied neighborhood youth and the need for after school care for families to remain self-sufficient.
13	<b>Agency/Group/Organization</b>	MEDFORD SENIOR CENTER
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Medford Senior Center actively participates in all phases of the City's CDBG consolidated planning process.
14	<b>Agency/Group/Organization</b>	Maslow Project
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Services-Education
	<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>	Maslow Project provides the City of Medford with data relating to youth homelessness, graduation rates and other information relating to the need for specific youth services in the community.
15	<b>Agency/Group/Organization</b>	Hearts With A Mission
	<b>Agency/Group/Organization Type</b>	Services-Children Services-homeless Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children 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>	Hearts with a Mission provides the City of valuable information and data relating to the needs of homeless youth in our community including sustainability issues of youth transitioning out of programming.
16	<b>Agency/Group/Organization</b>	ON TRACK INC.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Persons with Disabilities Transitional Living
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing 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>	On Track, Inc. provides the City with consultation relating to the transitional living needs and services of families recovering from substance abuse.
17	<b>Agency/Group/Organization</b>	Oregon Public Health Division
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint 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>	The Oregon Public Health Division provided City staff with data and statistics on children affected by lead-based paint in the City of Medford/Jackson County.
18	<b>Agency/Group/Organization</b>	Compass House
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-homeless Services-Health Services-Education Services-Employment

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy Mental Illness Barriers
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff conducted an interview regarding housing and employment barriers of the mentally ill population.
19	<b>Agency/Group/Organization</b>	THE SALVATION ARMY
	<b>Agency/Group/Organization Type</b>	Services-homeless Publicly Funded Institution/System of Care Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Economic Development Transportation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff conducted an interview with Rose Bradshaw, Executive Director of Hope House, regarding services provided as well as the City's housing and transportation barriers.
20	<b>Agency/Group/Organization</b>	U.S. Bank Mortgage
	<b>Agency/Group/Organization Type</b>	Housing Private Sector Banking / Financing
	<b>What section of the Plan was addressed by Consultation?</b>	Foreclosures & Mortgage Lending
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City staff conducted conversations regarding bank owned properties and the housing market during development of the 2015-19 Consolidated Plan.
21	<b>Agency/Group/Organization</b>	Asante
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Major Employer
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Asante staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Reference was made to the importance of affordable, safe housing.

22	<b>Agency/Group/Organization</b>	Jackson Care Connect
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Publicly Funded Institution/System of Care Medical & Insurance Provider
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Jackson Care Connect staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Co-Chair of the Community Advisory Committee (CAC) advocated for senior citizens and disabled persons during forums and interviews.
23	<b>Agency/Group/Organization</b>	Jackson County Mental Health
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Publicly Funded Institution/System of Care Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County.
24	<b>Agency/Group/Organization</b>	Veterans Administration
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with Disabilities Services-homeless Services-Health Health Agency Publicly Funded Institution/System of Care Other government - State Services - Veterans
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless 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>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County, in support of veteran housing needs.

25	<b>Agency/Group/Organization</b>	Planned Parenthood of Southwestern Oregon
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Services-Education Publicly Funded Institution/System of Care Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Youth Health Education
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County.
26	<b>Agency/Group/Organization</b>	Southern Oregon Head Start
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Related Health Issues
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County.
27	<b>Agency/Group/Organization</b>	La Clinica
	<b>Agency/Group/Organization Type</b>	Services-Health Health Agency Health & Wellness
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children 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>	La Clinica staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Reference was made to the relationship between sustainable housing and long-term health.
28	<b>Agency/Group/Organization</b>	Community Volunteer Network
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Housing Related Barriers for Seniors

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Community Volunteer Network actively participates in the City's CDBG consolidated planning process.
29	<b>Agency/Group/Organization</b>	Consumer Credit Counseling Service of Southern Oregon
	<b>Agency/Group/Organization Type</b>	Housing Services-Education Credit Counseling
	<b>What section of the Plan was addressed by Consultation?</b>	Market Analysis Economic Development Savings - Education & Home
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County. City staff conducted several conversations with Executive Director, Amy Thuren, regarding the impact of financial health on the likelihood of citizens maintaining long-term affordable housing and self-sufficiency. The agency submitted an application for CDBG funding during the 2016-17 grant cycle but was not recommended for funding by the Housing and Community Development Commission. City staff has agreed to work with the agency to submit a more targeted application during the next grant cycle.
30	<b>Agency/Group/Organization</b>	United Way of Jackson County
	<b>Agency/Group/Organization Type</b>	Regional organization Planning organization Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Funding Source

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Executive director participated in the Strategic Alignment Forum: Building a Healthier Jackson County.
31	<b>Agency/Group/Organization</b>	Rogue Valley Council of Governments
	<b>Agency/Group/Organization Type</b>	Housing Council of Governments
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment 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>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County.
32	<b>Agency/Group/Organization</b>	OREGON HOUSING AND COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Housing Other government - State Community Development
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Funding Source
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency participated in the Strategic Alignment Forum: Building a Healthier Jackson County. Community collaboration and funding leverages were promoted.
33	<b>Agency/Group/Organization</b>	Resolve
	<b>Agency/Group/Organization Type</b>	Restorative Justice - Dispute Resolution
	<b>What section of the Plan was addressed by Consultation?</b>	Criminal Background Barriers
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Agency staff participated in the Strategic Alignment Forum: Building a Healthier Jackson County.

34	<b>Agency/Group/Organization</b>	State of Oregon Department of Human Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services - Victims Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Lead-based Paint 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>	Telephone interview regarding lead-based paint strategy during the 2015-19 consolidated planning process.
35	<b>Agency/Group/Organization</b>	City of Medford Planning Dept.
	<b>Agency/Group/Organization Type</b>	Planning organization Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis 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>	Planning Department staff held a meeting with CDBG staff to discuss affordable housing barriers.
36	<b>Agency/Group/Organization</b>	City of Medford Code Enforcement
	<b>Agency/Group/Organization Type</b>	Services - Victims Community Safety Grantee Department
	<b>What section of the Plan was addressed by Consultation?</b>	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>	Department staff serves as liaison for the Jackson County Homeless Task Force and Hispanic Interagency Committee.
37	<b>Agency/Group/Organization</b>	City of Medford Building Safety Division
	<b>Agency/Group/Organization Type</b>	Housing Housing Safety Grantee Department

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Inventory 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>	Department held meetings with CDBG staff and study sessions regarding building safety and Municipal Code with City Council.
38	<b>Agency/Group/Organization</b>	Jefferson Live - Holly Theatre
	<b>Agency/Group/Organization Type</b>	Business and Civic Leaders Public Radio
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Historic Preservation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A representative from Jefferson Live participated in the 2015-19 Consolidated Plan community forums and worked with CDBG staff during the 2016-17 CDBG orientation process to develop a plan to submit a future funding request focusing on historic preservation and economic development in the downtown area.

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

There were no agency types not consulted in preparing the City of Medford Consolidated Plan, which forms the basis of this Action Plan.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Table 4 – Other local / Regional / Federal Planning Efforts

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	ACCESS, Inc.	Many of the goals, objectives and strategies of the City's 2015-2019 Consolidated Plan for Housing and Community Development align with the Jackson County 10-Year Plan to End Homelessness. Primary overlapping includes: 1) Efforts to increase opportunities for new affordable housing; 2) Programs that improve the availability and affordability of decent existing rental and owner occupied housing units; and 3) Provide financial and technical assistance to programs that provide essential support services to low-income and special needs populations.

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Comprehensive Plan - Housing Element	City of Medford Planning Department	During the CDBG consolidated planning process, staff reviewed key elements of the Housing Element of the Comprehensive Plan. Key areas of interest included: 1) Housing affordability; 2) Future housing needs; 3) Characteristics of existing mix and density of housing; 4) Residential development trends; 5) Residential land needs; and 6) Strategies for meeting housing needs.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation**

#### **Summarize citizen participation process and how it impacted goal-setting**

As an entitlement jurisdiction receiving annual CDBG funds, the City of Medford is required to implement a citizen participation plan under Federal law. The City's citizen participation process is documented under the 2015-2019 Consolidated Plan and has been in practice since inception of the program. The priority needs, goals, objectives, and strategies of the City's 2015-2019 Consolidated Plan have been identified through a comprehensive and collaborative approach to citizen participation. An extension of this process has assisted in the development of a targeted 2016 Action Plan. As during past years, a public hearing was held after the Action Plan was advertised, requesting public input, and the 30-day public comment period ended. This process assisted the City in making a final, impactful funding determination and refine goals for future plans. All feedback and comments received during the City's 30-day public comment period or during the public hearing have been considered and documented herein.

Obtaining direct input from low- and moderate-income (LMI) citizens is a priority within the City's participation plan, yet is found to be a challenge even when participation is highly encouraged. Therefore, the City has put great value in the collaborative relationships with local nonprofit agencies providing services to citizens in this target group. Collecting information and data from these agencies builds a better understanding of the immediate and future needs of Medford's LMI population. The Housing and Community Development Commission and City staff have also conducted several less formal meetings and discussions with local nonprofit agencies, real estate and lending firms, advocacy groups, and private citizens to identify needs and solutions for the upcoming program year.

In the event an amendment to this Action Plan would be necessary, the City would follow the following documented amendment process:

*Substantial Amendment.* A substantial change is defined as: (a) for projects over \$25,000 increasing or decreasing the amount budgeted for a project by 25%, (unless a decrease is due to an under run of the project); (b) for projects under \$25,000 increasing or decreasing the amount budgeted for a project by 50% (unless a decrease is due to an under run of a project); (c) changing the purpose, scope, location, or intended beneficiaries or adding a new project.

*Minor Change.* A minor change in location is NOT a substantial change, if the purpose, scope and intended beneficiaries remain essentially the same. If capital dollars are used for a different portion of the project (e.g. rehabilitation rather than acquisition) this does not constitute a substantial change.

*Public Participation.* Prior to amending an annual action plan, the City shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by public notice and electronic mail or letter to persons and organizations which have previously been involved in the consolidated planning process or have requested their name be placed on the consolidated plan mailing list. All comments received in writing or orally at the public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the action plan.

**Citizen Participation Outreach**

Table 5 – Citizen Participation Outreach

Order	Outreach	Target	Response/ Attendance	Comments Received	Comments Not Accepted & Reasons	URL
1	Newspaper	Non-targeted/ broad community	None	None	None	
2	Internet/Email	2016-17 CDBG Applicants	The City received feedback from Children's Advocacy Center and Housing Authority of Jackson County.	Michelle Wilson with Children's Advocacy Center first expressed appreciation for the City's consistent support of their organization. Ms. Wilson also requested consideration of moving the CDBG grant cycle up one month to begin the orientation process late October. Most nonprofit agencies serving the low- income and special needs populations are most busy during the holiday months. Year-end reporting for grants often falls in January, with reports due that month, making January one of the busiest months of the year.	None	N/A

Order	Outreach	Target	Response/ Attendance	Comments Received	Comments Not Accepted & Reasons	URL
2 (cont.)	Internet/Email	2016-17 CDBG Applicants	The City received feedback from Children's Advocacy Center and Housing Authority of Jackson County.	The Housing Authority of Jackson County provided feedback on the annual CDBG orientation process. Andrea Miranda; Project Developer with Housing Authority, and Angela Durant; CDBG Program Administrator for the City of Medford, discussed how the community's immediate needs and/or funding gaps within the Consolidated Plan can influence the Housing and Community Development Commission's annual funding recommendations. Providing potential applicants with this type of information during orientation sessions may result in more targeted grant applications.	None	N/A

<b>Order</b>	<b>Outreach</b>	<b>Target</b>	<b>Response/ Attendance</b>	<b>Comments Received</b>	<b>Comments Not Accepted &amp; Reasons</b>	<b>URL</b>
3	City Website	Non-targeted/ broad community	None	None	None	N/A
4	Public Hearing	Council & Community	Medford City Council, City Staff and Public in attendance.	None	None	N/A

## Annual Action Plan

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

#### Introduction

HUD has information the City of Medford, that its CDBG award for the 2016-17 program year will be \$633,060. The City projects the remaining three years of the Consolidated Plan period will remain relatively consistent with this award. Program income estimates represent amounts anticipated to be repaid to the City from loans, rental assistance payments and lien payoffs from owners and tenants during the 2016-17 program year as well as from previous program years. Prior year CDBG resources represent amounts that have been allocated to specific activities or programs in past years, including program administration, program income from loan programs, public infrastructure, and demolition, where those amounts were not fully expended. Those unexpended balances have either been carried over to the next program year and applied to the same community development project or allocated to new affordable housing projects.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public - Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	633,060	80,000	446,275	1,159,335	1,876,098	Prior Year Resources includes: \$77,019 from City program administration not expended and ACCESS' first-time home buyer program income not allocated during the previous program year; \$339,256 carryover funds from public infrastructure and demolition; and \$30,000 estimated program income from the demolition project.

Table 6 - 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**

During the City's review of potential CDBG subrecipients, the Housing and Community Development Commission encourages and scores projects and programs with strong leverage, favorably. During the 2016-17 program year, the combined leverage from all projects and program funded with the annual allocation of \$633,060 is \$17,994,920. This total leverage comes from a variety of subrecipient funding sources including:

- Agency Cash Contributions
- Agency Fundraising Revenue
- Business Donations
- Campaign for Equal Justice
- City of Medford General Grant
- ESG Pass-through
- Foundation Grants
- Individual Donations
- In-Kind Support
- Interest Income
- Jackson County
- Legal Aid Services of Oregon
- Oregon State Bar Legal Services Program
- Permanent Loan
- Rental & Thrift Store Revenue
- School District Funding
- Senior Nutrition Program
- United Way

Categorical leverages are as follows:

- 1) Increase Opportunities for New Housing Units: \$15,903,373
- 2) Reduce and/or Eliminate Homelessness: \$1,375,371
- 3) Improve Fair Housing Awareness and Education: \$40,000
- 4) Assist Public Services Targeting Senior Citizens and Youth: \$676,176

Subrecipients' matching fund obligations are monitored through the CDBG funding agreement, voucher reimbursement requests, grantee performance reports and onsite monitoring visits, as conducted.

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

City of Medford publically owned land will not be utilized during this Action Plan.

## **Discussion**

As reflected above, the combined 2016-17 subrecipient pool's match is significant with an approximate 1:27 ratio. This year's ratio is more considerable than in previous program years primarily as a result of the Housing Authority of Jackson County's (HAJC) Ross Lane Development Project. The City will be providing HAJC with \$200,000 in supportive infrastructure funding for the construction of a 64-unit affordable housing project over the next two years. HAJC has provided a budget reflecting \$15,703,373 in match funds, which includes a \$1,953,373 cash contribution.

The City anticipates it will continue to be effective and successful at leveraging CDBG entitlement funds through a collaborative approach to public participation, a competitive subrecipient application process, and reporting and monitoring procedures. The City intends to continue to encourage and support local projects and activities that seek to create local partnerships to further leverage state and federal funding which can result in stronger community impact. These partnerships will continue to be valuable when competing for limited state and federal funds, and increasingly important when targeting the affordable housing and community development needs of low-income residents.

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

**Goals Summary Information**

Table 7 – Goals Summary

<b>Sort Order</b>	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Geographic Area</b>	<b>Needs Addressed</b>	<b>Funding</b>	<b>Goal Outcome Indicator</b>
<b>1</b>	Affordable Housing - Objective 1	2015	2019	Affordable Housing	Citywide	Major Home Improvements Minor and Emergency Home Improvements	CDBG: \$1,000,000	Homeowner Housing Rehabilitated: 76 Household Housing Unit
<b>2</b>	Affordable Housing - Objective 2	2015	2019	Affordable Housing Public Housing Homeless	Citywide	Affordable Housing Development for Owner/Rental Emergency Assistance	CDBG: \$331,251	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 64 Households Assisted Homeowner Housing Added: 6 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 127 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Public Services Availability - Objective 1	2015	2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Citywide	Domestic Violence and Child Abuse Senior & Disabled Services Youth Services Fair Housing Child Care Services Health Services Transportation Services Employment/Job Training, Workforce Readiness Technical Assistance to Small Business/Incubators Small Business Loans Homeless Facilities/Services Mental Health/Substance Abuse Domestic Violence Homeless Prevention/Emergency Emergency Assistance/Operations and Services	CDBG: \$434,025	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7166 Persons Assisted Homeless Person Overnight Shelter: 1875 Persons Assisted

<b>Sort Order</b>	<b>Goal Name</b>	<b>Start Year</b>	<b>End Year</b>	<b>Category</b>	<b>Geographic Area</b>	<b>Needs Addressed</b>	<b>Funding</b>	<b>Goal Outcome Indicator</b>
<b>4</b>	Community Development - Objective 1	2015	2019	Non-Housing Community Development	Citywide	Public Infrastructure Parks and Recreation Infrastructure Code Enforcement Demolition and Blight Clearance Community Facilities/Park and Recreation Senior Center Youth Centers Emergency Shelter	CDBG: \$1,760,029	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 6030 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 50 Households Assisted Buildings Demolished: 27 Buildings

**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	Affordable Housing - Objective 1
	<b>Goal Description</b>	Improve the Condition and Availability of Affordable Housing over a Five-Year Period
<b>2</b>	<b>Goal Name</b>	Affordable Housing - Objective 2
	<b>Goal Description</b>	Improve the Condition and Availability of Affordable Housing over a Five-Year Period
<b>3</b>	<b>Goal Name</b>	Public Services Availability - Objective 1
	<b>Goal Description</b>	Improve the Ability of Low/Moderate-Income and Special Needs Residents to Become Self-Sustaining
<b>4</b>	<b>Goal Name</b>	Community Development - Objective 1
	<b>Goal Description</b>	Improve Living Conditions by Addressing Community Development Projects that Improve Public Infrastructure, Public Facilities, and Neighborhood Revitalization Over a Five-Year Period

Table 8 – Goal Descriptions

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City of Medford does not currently receive HOME funds.

## AP-35 Projects – 91.220(d)

### Introduction

This section lists and describes the projects and activities the City of Medford's Community Development Block Grant Program will carry out and/or fund during the City's 2016-17 program year.

#	Project Name
1	Homeowner Repair Program
2	Ross Lane Development
3	Morian Park Subdivision Land Acquisition
4	Reducing Medford Homelessness in 2016
5	Wrap-around Supportive Services for Homeless Youth & Families
6	Furthering Fair Housing in Medford
7	Our Kids-Our Community (Emergency Shelter & Safety Net Program)
8	Foster Grandparent Program of Southern Oregon
9	Senior Advocacy Program
10	City of Medford Neighborhood Infrastructure
11	City of Medford Demolition Project
12	Program Administration

Table 9 – Project Information

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

Funding allocations under the 2016-17 Action Plan are primarily focused on increasing opportunities for rental and owner occupied affordable housing, improving the condition and affordability of decent existing housing, and reducing and preventing homelessness in the City of Medford.

## AP-38 Projects Summary

### Project Summary Information

Table 10 – Project Summary

<b>1</b>	<b>Project Name</b>	Homeowner Repair Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing - Objective 1
	<b>Needs Addressed</b>	Major Home Improvements Minor and Emergency Home Improvements
	<b>Funding</b>	CDBG: \$267,257
	<b>Description</b>	Provide zero-interest, deferred loans to low-and moderate-income homeowners for the correction of recognized home hazards to health and safety. Loans are secured by a lien on the property with repayment due upon sale or transfer of property by owner(s).
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated 15 low/moderate income households will benefit from this program.
	<b>Location Description</b>	Various locations throughout the City of Medford.
	<b>Planned Activities</b>	Planned home rehabilitation may include such activities as leaking roofs, failed heating systems, unsafe wiring, failed plumbing and other necessary and eligible repairs.
<b>2</b>	<b>Project Name</b>	Ross Lane Development
	<b>Target Area</b>	Citywide CDBG Eligible Block Groups
	<b>Goals Supported</b>	Affordable Housing - Objective 2
	<b>Needs Addressed</b>	Affordable Housing Development for Owner/Rental Public Infrastructure
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Extensive off-site public infrastructure improvements for required transportation connections for the construction of a 64-unit affordable housing complex.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project will be available to households earning up to 60% gross annual Area Median Income. Twelve units will be set aside for very low-income family reunification households who fall under the 185% poverty level. Eight two-story buildings will contain 16 one-bedrooms, 28 two-bedrooms and 20 three bedrooms. At least four units will be fully handicap accessible and two for the hard of hearing. Total low-income households served will be 63.
<b>Location Description</b>	217 N. Ross Lane, Medford, Oregon 97501.	

	<b>Planned Activities</b>	Planned off-site improvements include 1,700 linear feet of city-required public streets, curbs, and sidewalks, related sewer, water and storm drain connections and fire hydrants.
<b>3</b>	<b>Project Name</b>	Morian Park Subdivision Land Acquisition
	<b>Target Area</b>	CDBG Eligible Block Groups
	<b>Goals Supported</b>	Affordable Housing - Objective 2
	<b>Needs Addressed</b>	Affordable Housing Development for Owner/Rental
	<b>Funding</b>	CDBG: \$96,251
	<b>Description</b>	Land acquisition in the Morian Park Subdivision to construct six new single-family affordable homes.
	<b>Target Date</b>	12/1/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project is projected to benefit six low-income households; or 30 people directly.
	<b>Location Description</b>	171-199 Mellecker Way, Medford, Oregon 97501.
	<b>Planned Activities</b>	Planned activity is land acquisition, only.
<b>4</b>	<b>Project Name</b>	Reducing Medford Homelessness in 2016
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Affordable Housing - Objective 2
	<b>Needs Addressed</b>	Emergency Assistance Homeless Prevention/Emergency
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	This program will follow HUD guidelines regarding income and affordable rent calculations when offering eligible residents rent and utility assistance. St. Vincent's will work with clients to help them qualify and pay security deposits and first and/or last months' rent, as well as provide guidance throughout the following 12 months to help keep tenants in their homes.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project is anticipated to benefit 120 households or approximately 360 Medford residents.
	<b>Location Description</b>	Project benefits low-and moderate-income families, city-wide.
	<b>Planned Activities</b>	Provide rent and utility assistance to households at risk.
<b>5</b>	<b>Project Name</b>	Wrap-around Supportive Services for Homeless Youth & Families
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1

	<b>Needs Addressed</b>	Emergency Assistance Youth Services Homeless Prevention/Emergency Emergency Assistance/Operations and Services
	<b>Funding</b>	CDBG: \$22,500
	<b>Description</b>	Maslow Project's Wrap-around Supportive Services for Homeless Youth & Families Program serves Medford homeless youth (ages 0-21) and families with intensive, integrated support services. All services are aimed at assisting homeless youth and families in reaching stability and progressing toward self-sufficiency.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Maslow Project was awarded 90% of their requested funding amount. CDBG funds are estimated to serve approximately 1,215 homeless, or at risk of becoming homeless, youth and families.
	<b>Location Description</b>	This program serves youth and families city-wide.
	<b>Planned Activities</b>	Provide funds that will directly impact Medford's homeless, or at risk of becoming homeless, youth and families by reimbursing a percentage of staff salaries.
6	<b>Project Name</b>	Furthering Fair Housing in Medford
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Fair Housing
	<b>Funding</b>	CDBG: \$12,000
	<b>Description</b>	This program supports the City of Medford's priority of increasing Fair Housing education and outreach among: 1) Hispanic and other minority groups; and 2) low income, elderly and disable Medford residents.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will serve an estimated 100 clients through four Fair Housing presentations and 35 accepted clients to receive legal advice and/or representation.
	<b>Location Description</b>	This program will serve minority, low-income, disabled and elderly clients on a city-wide basis.
	<b>Planned Activities</b>	Provide funding to further Fair Housing education and outreach through four targeted community presentations in addition to providing targeted populations with access to the justice system that may help enable tenants to become self-sufficient and landlords accountable.
7	<b>Project Name</b>	Our Kids-Our Community (Emergency Shelter & Safety Net Program)
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Youth Services Youth Centers Homeless Facilities/Services Emergency Shelter Homeless Prevention/Rapid Re-housing Transitional Housing
	<b>Funding</b>	CDBG: \$17,500
	<b>Description</b>	Hearts with a Mission's "Our Kids-Our Community" Program works to provide emergency sheltering to help stabilize a youth in crisis while decreasing the possibility of victimization. Once crisis situations are stabilized, services focus on the therapeutic support, education, and strategic intervention that attend to the individualized needs of at-risk youth and their families.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Hearts with a Mission was awarded 70% of their requested funding amount. Medford CDBG funds awarded are estimated to serve approximately 350 youth and family members.
	<b>Location Description</b>	Hearts with a Mission serves homeless youth and families on a city-wide basis.
	<b>Planned Activities</b>	Provide funds to cover a percentage of program staff salaries that directly support providing immediate, safe and stable housing, warm nutritious meals, clothing and other needed safety net services to at-risk youth and families.
8	<b>Project Name</b>	Foster Grandparent Program of Southern Oregon
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Senior & Disabled Services Youth Services
	<b>Funding</b>	CDBG: \$9,000
	<b>Description</b>	The Foster Grandparent Program engages individuals age 55 and above that wish to share their experience and compassion with youth in the community by becoming role models, mentors and friends to local children ranging in age from birth to 21 at a variety of local nonprofit agencies.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Community Volunteer Network was awarded 60% of their requested funding amount. The Medford CDBG award referenced above is estimated to serve approximately 19 Foster Grandparent volunteers and 96 youth.
	<b>Location Description</b>	The Foster Grandparent Program serves volunteers and youth city-wide.

	<b>Planned Activities</b>	Provide funds that will support the Foster Grandparent Program by reimbursing a percentage of program staff salaries.
<b>9</b>	<b>Project Name</b>	Senior Advocacy Program
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Services Availability - Objective 1
	<b>Needs Addressed</b>	Senior & Disabled Services
	<b>Funding</b>	CDBG: \$8,959
	<b>Description</b>	Medford Senior Center's Advocacy Program provides seniors with essential safety net assistance, coordinated service opportunities for educational, social and physical activities, and opportunities to serve others.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Medford Senior Center was granted 44.8% of their requested funding amount and will benefit approximately 900 Medford seniors with this award.
	<b>Location Description</b>	This program will serve senior citizens living city-wide.
	<b>Planned Activities</b>	Provide funds to deliver safety net assistance for seniors in need of subsidized housing, meals, food stamps and emergency food bank information.
<b>10</b>	<b>Project Name</b>	City of Medford Neighborhood Infrastructure
	<b>Target Area</b>	CDBG Eligible Block Groups
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Public Infrastructure
	<b>Funding</b>	CDBG: \$184,038
	<b>Description</b>	Neighborhood Infrastructure Improvements Project
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This project is estimated to benefit approximately 100 low-to moderate-income persons living in CDBG eligible block group neighborhoods.
	<b>Location Description</b>	This project is limited to CDBG eligible block group neighborhoods.
	<b>Planned Activities</b>	CDBG funds will build sidewalks and associated improvements in CDBG eligible block group neighborhoods.
<b>11</b>	<b>Project Name</b>	City of Medford Demolition Project
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Community Development - Objective 1
	<b>Needs Addressed</b>	Demolition and Blight Clearance
	<b>Funding</b>	CDBG: \$185,218
	<b>Description</b>	The City of Medford's Demolition Project will seek to identify and remediate unsafe and problem properties on a spot basis through demolition, clearance and/or abatement.

	<b>Target Date</b>	12/30/2016
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	An estimated seven properties will be identified and remediated with the CDBG funds referenced above, which will benefit hundreds of residents throughout the city of Medford.
	<b>Location Description</b>	The City of Medford Demolition Project will remediate problem properties, city-wide on a spot blight basis.
	<b>Planned Activities</b>	CDBG funds will be utilized to carry-out demolition, clearance and/or abatement of unsafe, problem properties.
12	<b>Project Name</b>	Program Administration
	<b>Target Area</b>	Citywide CDBG Eligible Block Groups
	<b>Goals Supported</b>	Affordable Housing - Objective 1 Affordable Housing - Objective 2 Public Services Availability - Objective 1 Community Development - Objective 1
	<b>Needs Addressed</b>	Major Home Improvements Affordable Housing Development for Owner/Rental Emergency Assistance Minor and Emergency Home Improvements Senior & Disabled Services Youth Services Fair Housing Public Infrastructure Demolition and Blight Clearance Homeless Facilities/Services Homeless Facilities Homeless Prevention/Emergency Emergency Shelter Emergency Assistance/Operations and Services Homeless Prevention/Rapid Re-housing Transitional Housing
	<b>Funding</b>	CDBG: \$126,612
	<b>Description</b>	City of Medford Community Development Block Grant 2016-17 Program Administration.
	<b>Target Date</b>	6/30/2017
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Program administration is expected to benefit 204 households and an additional 3,175 individuals through funded projects and programs. Between one and seven neighborhoods will benefit from revitalization through demolition and/or abatement of approximately 7 unsafe, problem properties.
	<b>Location Description</b>	CDBG Program Administration provides assistance to projects and programs, city-wide.

	<b>Planned Activities</b>	Planned program administration activities include but may not be limited to City CDBG staff wages, benefits, training, materials; as well as Fair Housing outreach and education, community planning, and environmental review/assessment costs.
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## AP-50 Geographic Distribution – 91.220(f)

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

Medford will not be distributing CDBG resources through geographic targeting during the 2016-17 program year. Funds will be distributed to qualifying projects and activities that provide assistance to beneficiaries throughout the City.

#### Geographic Distribution

Target Area	Percentage of Funds
Citywide	59
CDBG Eligible Block Groups	41

Table 11 - Geographic Distribution

### Rationale for the priorities for allocating investments geographically

Medford will not be distributing CDBG resources through geographic targeting during the 2016-17 program year. Funds will be distributed to qualifying projects and activities that provide assistance to beneficiaries throughout the City.

#### Discussion

Housing and community development projects and public services activities are typically intended to provide community-wide benefits. Housing rehabilitation is designed to assist low- and moderate-income residents with need regardless of where they reside. The City has prioritized target areas under previous consolidated plans, but does not identify specific geographic target areas under the 2015-19 Consolidated Plan.

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

### **Introduction**

Over the five-year Consolidated Plan period, the City continues to support projects and programs that increase affordable housing opportunities as well as seek to improve the condition and affordability of existing owner occupied units. The City also continues to work collaboratively with public and private agencies to serve Medford's homeless population through emergency services and potential housing alternatives. Both homeless and non-homeless persons will be assisted with resources from the City's CDBG Program during the 2015-19 Consolidated Plan period.

The City utilizes a competitive, targeted consolidated plan goal approach to allocating annual CDBG entitlement funds. The process begins with a mandatory orientation meeting where City staff provides potential applicants with program requirements and highlights including the City's priority needs and consolidated goals, objectives and strategies identified through a public participation process. Applications are then evaluated by City staff for program specific submission requirements and eligibility compliance. Applications that meet local requirements and are in compliance with HUD's eligibility guidelines are then reviewed by the Housing and Community Development Commission. The Commission evaluates a number of worth-while projects and programs each year with limited funding. Consequently, applications are evaluated utilizing a methodology consisting of specific scoring criteria including program need, program effectiveness, cost effectiveness, agency effectiveness, housing impact and potential for program income, if applicable. Applications will receive deduction points for negative audit findings, blank application fields and missing required items. The Commission will then formulate a funding recommendation to be presented to Medford City Council during a public hearing. After Council approval, the Action Plan is submitted to HUD for final review and implementation. City staff will provide applicants of projects or programs not funded with feedback and technical assistance that may help them prepare for future grant cycles.

The City’s 2016 Action Plan allocation is heavily focused on affordable housing and homeless prevention and reduction goals. Although this Action Plan contains no one-year goals for the rehabilitation of existing affordable rental housing or highly affordable housing alternatives for the homeless, there are projects under discussion that may provide support to these categories during the 2015-19 Consolidated Plan period.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	125
Non-Homeless	130
Special-Needs	12
<b>Total</b>	<b>267</b>

Table 12 - One Year Goals for Affordable Housing by Support Requirement

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	120
The Production of New Units	69
Rehab of Existing Units	15
Acquisition of Existing Units	0
<b>Total</b>	<b>204</b>

Table 13 - One Year Goals for Affordable Housing by Support Type

**Discussion**

The above referenced one-year numbers of households supported are associated with affordable housing goals, only. A combined, total number supported in all focus areas can be found under the Project Summary section, AP – 38. The 267 total number supported is an estimate taken from subrecipient’s applications and may vary depending upon the exact needs within the community during the program year.

The above referenced production of 70 new units will result from the direct funding of land acquisition and required transportation infrastructure. Sixty-three of these units will be occupied by low-income tenants, one will be occupied by the affordable housing complex manager, and the remaining six will be owner occupied. These two projects are expected to carry over into the 2017 Action Plan period as a result of standard time required to construct new affordable housing.

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

### **Introduction**

There are no units of public housing in the City of Medford.

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

This narrative is not applicable as there are no units of public housing in the City of Medford.

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

This narrative is not applicable as there are no units of public housing in the City of Medford.

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

Not applicable.

### **Discussion**

This narrative is not applicable as there are no units of public housing in the City of Medford.

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

### **Introduction**

The City of Medford is active in the Medford/Ashland/Jackson County Continuum of Care, addressing issues related to homelessness in the region. Two City staff members are actively involved in the Jackson County Homeless Task Force (HTF), which has played a significant role in formulating funding recommendations through the City's Housing and Community Development Commission. These efforts help to ensure the Commission is updated with accurate information and data associated with homeless and other special needs of the community.

A significant percentage of the expected resources documented under **AP-15 Expected Resources**, have been allocated to either affordable housing or homeless service programs that are focused on reducing and/or preventing homelessness in Medford. Activities that support new construction of low-income and extremely low-income housing units account for 25.55% of the expected resources. This allocation may indirectly improve the City's ability to manage the future potential impact of homelessness. An additional 23.05% has been allocated to the rehabilitation of existing owner occupied units. The repairs made to these homes often times make the home more affordable, safer and healthier, and/or handicap accessible which may improve the chances of keeping these owners in their homes. Public service program activities that focus on preventing homelessness or providing services to persons who are homeless or at-risk of becoming homeless account for 7.07% of the total expected resources, or 81% of the HUD allowable 15% allocation to public service programs. The City has allocated the remaining 18.90% of public services program funding to activities that serve the senior population with assistance for those in need of subsidized housing or supportive stipends to help cover monthly living expenses.

### **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**

The City will continue active involvement with the HTF, which will increase opportunities to reach out to homeless persons and better assess their individual needs. The City provides both technical assistance and funding to agencies working directly with the homeless population through the annual CDBG entitlement program as well as the City's biannual General Fund Grant Program.

During the 2016-17 CDBG grant cycle, the City allocated 54.76% of the allowable 15% entitlement funding to two projects that provide homeless outreach services in Medford. The City will provide Maslow Project's *Wrap-around Supportive Services for Homeless Youth and Families*, and Hearts with a Mission's *Our Kids-Our Community (Emergency Shelter and Safety Net Program)* with technical assistance as well as \$40,000 in CDBG funding to benefit approximately 1,565 youth and family members.

Both organizations are heavily involved in street outreach, work diligently with Medford's 549 School District, and collaborate with other service agencies and each other to better serve Medford's homeless youth or youth at-risk of becoming homeless.

Under the 2015-17 General Fund Grants Program, the City provided \$199,969 in funding, spread out to six agencies that also provide outreach services to the homeless. Agencies funded during this time period include Maslow Project, Hearts with a Mission, St. Vincent de Paul, Salvation Army, Rogue Retreat and Compass House. These agencies provide an array of services to low-income and special needs clients including housing, healthcare referrals, mental health counseling, food, clothing, transportation, life skills, transitional planning, education planning, financial assistance, and other basic needs and referral services.

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

The City seeks to identify and support projects and programs that may produce opportunities to help reduce and end homelessness through collaborative efforts and effective future planning. Emergency shelters and transitional housing have been identified as strong needs in Medford over the next four years. Agencies that have demonstrated a strong commitment to taking action during the 2016-17 program year include, but may not be limited to:

- ACCESS
- Rogue Retreat
- St. Vincent de Paul
- OnTrack, Inc.
- Hearts with a Mission
- Housing Authority of Jackson County
- Addictions Recovery Center
- Salvation Army
- Community Works

Through the efforts of the HTF, the City remains informed of the immediate and future emergency shelter and transitional housing needs of the homeless population in Medford. City staff serving on the HTF is able to bring back valuable information to the Housing and Community Development Commission, City departments, and City Council. This ability may help to stimulate strategic efforts to support both transitional housing and emergency shelter alternatives. The Point-in-Time Homeless Count that is coordinated primarily through the HTF provides the City with essential data to further identify the unique demographics of the homeless population. This data has been analyzed by City staff, partnering agencies and the general public to help develop the goals, objectives and strategies of the 2015-19 Consolidated Plan, which are directly reflected in the 2016 Action Plan.

The City funds and provides technical assistance to several agencies that provide emergency shelter and transitional housing services, in some capacity, to the homeless. Agencies served through both the City's annual CDBG entitlement program and the biannual General Fund Grant Program during the next year include, but may not be limited to, ACCESS, Community Works,

Hearts with a Mission, St. Vincent de Paul, OnTrack, Salvation Army, Rogue Retreat, Additions Recovery Center, Compass House and Maslow Project. Each of these agencies provides either direct sheltering or supportive services to homeless persons in Medford. The combined annual funding delivered to this group of agencies is \$254,735.50.

**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**

The Housing Authority of Jackson County will receive \$200,000 in 2016-17 CDBG funding to construct off-site improvements for required transportation connections of a new multi-family affordable housing complex known as the *Ross Lane Development*. This project will create 64 units for households earning up to 60% gross annual Area Median Income. Up to 12 units will be set aside for very low-income family reunification households and subsidized with project-based Section 8 Vouchers to reduce rent to no more than 30% of household income.

Habitat for Humanity will receive \$96,251 to purchase land that will accommodate the construction of six affordable homes in the Morian Park Subdivision. These owner-occupied homes will be built in partnership with the selected low-income applicants, volunteers, individuals, and professional staff. As estimated 30 people, including two veterans and 18 children, will receive direct benefit by providing them with affordable, stable housing.

The City will provide \$25,000 in 2016-17 CDBG public service program funds to St. Vincent de Paul's *Reducing Medford Homelessness in 2016 Program*. For 2016, St. Vincent's has created a \$140,000 Housing Program following the HUD model. This funding in addition to the CDBG support will be added to their regular rent (\$180,000) and utility (\$275,000) assistance programs. St. Vincent will also receive an additional \$25,000 for the year through the City's General Fund Grant Program. St Vincent intends to help families facing unexpected financial crises such as medical costs, auto repairs or job loss with rent and utility assistance that can help keep these families in their homes. The specific CDBG project will provide rental assistance to the homeless and move them into permanent housing.

Hearts with a Mission (HWAM) is a local nonprofit agency that provides homeless youth with emergency shelter and safety net services. During the 2015 program year, HWAM provided 101 homeless youth with over 4,400 nights of emergency shelter. The agency was also approved as an implementing agency for the *Safe Families for Children Host Home Program*, through which 20 additional youth were provided with 2,700 nights of longer term host home accommodation. As of the end of the 2015 year, HWAM secured 21 approved and 17 prospective host families. The host home program helps youth return to home, remain in school and complete their education, enroll in higher education, receive extended counseling services, begin substance abuse treatment, receive extended health insurance and medical/preventative care, and transition to independent living.

The City will fund HWAM with a combined \$37,500 through the 2016-17 CDBG and General Fund Grant programs.

Maslow Project's *Wrap-around Supportive Services for Homeless Youth and Families Program* will receive \$22,500 from the CDBG program and \$20,000 from the General Fund during the 2016-17 program year. Services provided to clients include: 1) Essential and emergency needs and safety-net services; 2) Street Outreach; 3) Family advocacy; 4) Case management; and 5) Enrichment/Harm reduction opportunities. Maslow Project aims to assist homeless youth and families in reaching stability and progressing toward self-sufficiency. Maslow Project also seeks to help stabilize homeless and at-risk youth so they can focus their attention on staying in school and completing their educations, which is found to be one of the best ways to develop long-term and sustainable independent living.

**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.**

In addition to helping homeless persons make the transition to permanent housing and independent living, the above referenced projects and programs also help low-income individuals and families avoid becoming homeless. Additional projects and programs that will also address needs in this area include: 1) Housing Authority of Jackson County's Homeowner Repair Program; 2) Center for Nonprofit Legal Services' Affirmatively Furthering Fair Housing Program; 3) Community Volunteer Network's Foster Grandparent Program; and 4) Medford Senior Center's Advocacy Program.

Housing Authority of Jackson County will be provided with \$192,257 in CDBG funding to help existing low- to moderate-income homeowners address minor home repair issues that threaten the condition, safety and affordability of their homes, and avoid homelessness.

Center for Nonprofit Legal Services will promote fair housing education and awareness among the minority, elderly and disabled, low-income, and special needs population. The City will provide the Center with \$12,000 from the available CDBG public service program funding to administer Fair Housing workshops, individual consultation and legal representation when needed.

Community Volunteer Network will receive \$9,000 to cover administrative costs associated with the Foster Grandparent Program. The program offers seniors a small stipend which can help these individuals avoid homelessness.

Medford Senior Center advocates for the elderly of our community. As these individuals are discharged from systems of care, they often times find themselves in need assistance associated with monthly finances, housing, transportation, continued healthcare and prescription management, nutrition, social and physical activity, and other necessary social services referrals.

The facility is located in very close proximity to I-5 and directly across the street from Hawthorne Park and the Bear Creek Greenway. Medford Senior Center will be provided with \$8,959 from CDBG and \$15,000 from the General Fund to continue senior citizen advocacy during the 2016-17 program year.

**HOPWA Funding**

The City of Medford does not currently receive or administer HOPWA funding.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	N/A
Tenant-based rental assistance	N/A
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated	N/A
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	N/A
Total	N/A

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

### **Introduction**

The City recognizes that barriers to affordable housing exist at the federal, state and local levels. Through the consolidated planning process and as documented in 2015-19 Consolidated Plan, the following potential barriers have been identified:

- Lack of inclusionary zoning in the State of Oregon
- Insufficient land supply available for development within the Urban Growth Boundary
- Density maximums limit the number of units buildable on a given parcel of land
- Residential system development charges
- Unfamiliarity with the City’s development process
- Confusion about the standards for development of infill projects and the definition of neighborhood compatibility
- Perception that it is difficult to do mixed-use development using the current land development code
- Multifamily affordable housing developments at risk of expiring use
- Low vacancy rate of city-wide affordable housing
- Abundance of abandoned, foreclosed or unsafe/problem properties
- Culture of “Not in My Backyard,” as well as perceptions that projects may reduce property values or alter the physical environment and population composition of a neighborhood

While identifying potential barriers to affordable housing may be relatively simple, assessing the severity of the impact and implementing tools or solutions is often significantly complex. Development of tools and implementation of potential solutions may require policy changes, adoption of new or amended ordinance, and new collaborative community-wide programs, which may take years to see the true impact. However, the City will continue to evaluate the potential impact that City and community-wide initiatives may have on barriers to affordable housing in Medford.

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

The City of Medford works to address specific local effects through City Council and the advisory capacity of its Housing and Community Development Commission (HCDC). The following represent potential strategies to ameliorate certain barriers to affordable housing:

- Medford is working on an amendment to its UGB to comply with the 20-year land need established by the Housing and Economic Elements of the Comprehensive Plan, which would increase housing supply by 884 acres.
- As part of the UGB amendment, City Council changed the General Land Use Plan

Designations to increase the allowable density for residential development on 145 acres of existing UGB land; 69 acres to *Urban High Density Residential* and 76 acres to *Urban Medium Density Residential*.

- The HCDC continues to help increase community awareness of the City's affordable housing needs which may help stimulate public policy initiatives, project development and collaborative community partnerships.
- Lead agencies including the Housing Authority of Jackson County, the City of Medford, ACCESS and OnTrack will continue to evaluate the potential impact of expiring use developments.
- The HCDC promoted the lift on Oregon's ban on inclusionary zoning in efforts to help secure potential tools that may be utilized by the City in future years.

Several strategies to remove or ameliorate barriers to the development of affordable housing have been addressed herein. The City has taken extensive measures to collect public opinion and will remain transparent of the issues affecting affordable housing development within the community. Collaboration among lead agencies is improving, which may stimulate both effective and efficient progress.

## **Discussion**

As reflected herein, Medford's public officials, City staff, community agencies and residents have developed heightened concerns with regard to affordable housing and the associated barriers. The City anticipates that the community will continue to work towards collaborative initiatives in the 2016-17 program year and beyond to evaluate and reduce existing barriers. Combined activity from both nonprofit and private sector housing developers will most likely create the greatest impact on affordability housing. As new units increase and existing units are rehabilitated, the low vacancy rate may begin to return to a healthier level, providing affordable housing to low-and moderate-income homeowners and tenants alike. The City will continue to rely upon public participation and the advisory efforts of the HCDC to stimulate future initiatives that will improve housing affordability in Medford.

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

### **Introduction**

The narratives below outline steps the City of Medford, primarily through CDBG funding, may take to address obstacles to meeting the needs of low-income and special needs populations, increase opportunities for affordable and decent housing, reduce lead-based paint hazards, reduce poverty, assist in the development public and institutional structure, and enhance the coordination of public and private housing and services efforts.

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

As mentioned throughout this Action Plan, a primary underserved need in Medford is the need for affordable housing, especially by households and families with extremely low and very low incomes, as well as transitional housing for the homeless. While overcoming these obstacles will extend beyond the duration of this Action Plan, the majority of the projects and programs referenced herein do address one or both of these needs either directly or indirectly. The City's efforts in this area will continue to progress through future CDBG funding, exploring new funding alternative and promoting collaborations to strengthen community leverage.

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

As mentioned throughout this Action Plan, a primary underserved need in Medford is the need for affordable housing, especially by households and families with extremely low and very low incomes, as well as transitional housing for the homeless. While overcoming these obstacles will extend beyond the duration of this Action Plan, the majority of the projects and programs referenced herein do address one or both of these needs either directly or indirectly. The City's efforts in this area will continue to progress through future CDBG funding, exploring new funding alternative and promoting collaborations to strengthen community leverage.

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

The Housing Authority of Jackson County administers the City's Homeowner Repair Program. Under this program, homes are evaluated for lead-based paint hazards and remediated when determined to be hazardous. This program provides the City with an avenue to continue to meet HUD lead-based paint abatement standards through housing rehabilitation. The City also supports identifying Housing Code violations through the combined efforts of the Code Enforcement and Building Safety divisions. These programs target some of the oldest housing stock in the city, which is typically in the worst condition and most likely to have lead-based paint hazards. The City also seeks to provide assistance to projects and programs that will help expand the stock of lead safe housing units.

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

During the 2016-17 program year, the City will provide technical assistance and funding to 25 projects and/or programs that work to reduce the number of poverty-level families in Medford. These projects or programs are funded through the City's CDBG Program, the General Fund Grants Program, or on several occasions, both. Providing funding to nonprofit agencies that provide safety-net and other social services to those who are homeless, have special needs, or are low-income, is the primary planned action to reduce poverty. Other actions include increasing community and staff awareness of barriers to preventing a reduction in poverty as well as the need for job training and education assistance programs to promote self-sufficiency.

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

The institutional delivery system in Medford is well coordinated and spans a range of community needs. The City has many years of experience managing and implementing the programs addressed in the 2015-19 Consolidated Plan, as well as working with outside agencies that fill some of the needs as outlined in the Consolidated Plan. The City's institutional delivery structure consists of between 15-30 agencies that may help the City carry out its Consolidated Plan including private industry, non-profit organizations, and public institutions.

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

Through active participation in the HTF, two City staff members are able to enhance coordination between public and private housing and social services agencies. The Housing and Community Development Commission, which is a nine-member advisory body to City Council, also enhances this coordination through the commissioners' combined experience, knowledge of or participation with public and private housing and social service agencies. The Commission's advisory capacity is directly related to Medford's housing and community development needs, and potential opportunities associated with these needs. Gaps in awareness are often remediated through the staff liaison, who coordinates meetings, study sessions and presentations that can help close identified gaps and further enhance coordination among community agencies and elected officials.

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

### Introduction

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.

### 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  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</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. | 82.28% |

### Discussion

The City of Medford Demolition Project identifies and remediates unsafe, problem properties on a spot blight basis. Therefore, properties may not necessarily be located in a CDBG eligible block group. This project represents 15.98% of the total amount of resources budgeted within the 2016 Action Plan. City staff has used this 15.98% allocation to calculate a preliminary 84.02% estimate of CDBG funds that will be used for activities that benefit persons of low and moderate income. The estimated program administration funds that are expected to be applied to this project is approximately \$20,233, which reduces the estimated percentage to 82.28.

# Appendix A – Citizen Participation Plan

## 1. INTRODUCTION

This Citizen Participation Plan applies to the City of Medford’s *Consolidated Plan for Housing and Community Development*. The Plan is required by the U.S. Department of Housing and Urban Development in order for the City to receive Community Development Block Grant funds and other HUD funding for federal programs.

Opportunities for citizen participation are required by Federal law. This plan is intended to encourage citizens to participate in the development of the Consolidated Plan, to participate in any substantial amendments to the Plan, and to participate in the performance report which is prepared annually. The Plan particularly is intended to encourage citizens of low and moderate income and residents of low and moderate income areas in Medford. The following table summarizes the citizen participation opportunities in the Consolidated Plan process. Public Participation in the Consolidated Plan Process

Process	Plan Preparation	Consolidated Plan Amendment	One Year Action Plan Amendment	Annual Report
1. Information about the amendment process and content	Yes	Yes	Yes	Yes
2. Review and comment period	Yes	Yes	Yes	Yes
3. Public hearing	1	1	1	2
4. Comment period	30 days	30 days	30 days	15 days
5. Summary of comments and response	Yes	Yes	Yes	Yes

## 2. CONSOLIDATED PLAN PREPARATION

(1) Information will be provided to citizens, public agencies, and other interested parties information during the planning process that includes:

- The amount of assistance Medford expects to receive.
- The range of activities that may be undertaken.
- Estimated amount that will benefit persons of low and moderate income.

- Efforts to minimize displacement of persons and assistance if displacement occurs.

Information will be provided by public notices, through a public input meeting, and notification to organizations that have participated in previous Consolidated Plan development planning or have requested information.

(2) The City of Medford shall provide reasonable opportunities for review and comment on the Draft Consolidated Plan as follows:

- Publish a notice of the availability of the Draft Plan for review.
- Offer a summary of the Draft Consolidated Plan electronically upon request.
- Provide hard copies of the Summary to interested parties and individuals upon request.

(3) The City of Medford shall provide at least one public hearing during the development of the Consolidated Plan.

(4) A period of not less than 30 days shall be provided to receive comments from citizens.

(5) The City will consider any comments whether written or submitted orally in public hearings in preparing the final Consolidated Plan and will include a summary of these comments or views and the reasons for adjusting or not adjusting the Consolidated Plan.

### 3. AMENDMENTS TO THE CONSOLIDATED PLAN

(1) The following process is required for substantial amendments to the Consolidated Plan. A substantial change is defined as the addition or deletion of a Strategy or a Goal in the Strategic Plan section of the Consolidated Plan. A change in the objectives of the Strategic Plan section including additions or deletions of the objectives is not considered a substantial change and does not require the amendment process.

(2) Prior to amending the Consolidated Plan, the City of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by a public notice and an electronic mail or letter to persons and organizations which have previously been involved in the Consolidated Plan process or have requested their name be placed on the Consolidated Plan mailing list.

(3) All comments received in writing or orally at the public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the Consolidated Plan.

#### 4. AMENDMENTS TO THE ONE YEAR ACTION PLAN

(1) The following process is required for substantial amendments to the One Year Action Plan . A substantial change is defined as: (a) for projects over \$25,000 increasing or decreasing the amount budgeted for a project by 25%, (unless a decrease is due to an under run of the project); (b) for projects under \$25,000 increasing or decreasing the amount budgeted for a project by 50% (unless a decrease is due to an under run of a project); (c) changing the purpose, scope, location, or intended beneficiaries or adding a new project.

A minor change in location is NOT a substantial change, if the purpose, scope and intended beneficiaries remain essentially the same. If capital dollars are used for a different portion of the project (e.g. rehabilitation rather than acquisition) this does not constitute a substantial change.

(2) Prior to amending the One Year Action Plan, the City of Medford shall provide citizens with 30 days' notice and opportunity to comment on substantial amendment(s). Notice shall be given by a public notice and an electronic mail or letter to persons and organizations which have previously been involved in the Consolidated Plan process or have requested their name be placed on the Consolidated Plan mailing list.

(3) All comments received in writing or orally at the public hearings will be considered, and if deemed appropriate, the City shall modify the amendment(s). A summary of these, and a summary of any comments not accepted and the reasons therefore shall be attached to the substantial amendment(s) of the One Year Action Plan.

#### 5. PERFORMANCE REPORTS

(1) The City of Medford will provide citizens with notice and an opportunity to comment on the annual Performance Report. Notice will be provided by a public notice. The review and comment period shall be at least 15 days.

#### 6. MISCELLANEOUS

##### (1) Bilingual Opportunities

Upon reasonable request, or upon identification of a specific need, the City of Medford will provide public notices and summaries of basic information in other languages. Also upon reasonable request, the City will provide translators at workshops and public hearings to facilitate participation of non-English speaking citizens. To arrange this service, contact the City at least 5 days prior to a scheduled meeting or workshop.

##### (2) Accessibility

Meetings shall be held in locations that are accessible to people with physical handicaps.

##### (3) Access to records

The City will provide reasonable and timely access to information and records related to the Consolidated Plan and the use of assistance under programs covered by the Consolidated Plan. Within 15 business days of a request, the City will provide opportunities for citizens to review information regarding the Consolidated Plan and reply to inquiries for information. Copies of the Plan will be available at the City offices and the public library.

#### (4) Technical Assistance

The City will provide technical assistance to group's representatives of low and moderate income persons that request such assistance. Technical assistance may consist of one-on-one assistance, providing technical materials such as HUD guidelines and information, referrals to sources on the Internet, training workshops, or referrals to specialists at HUD or other communities.

#### (5) Complaints

Complaints, inquiries, and other grievances concerning the Consolidated Plan, Community Development Block Grant program, or the One Year Action Plan can be made to the HUD Grants Manager at the City of Medford. The City will make every effort to provide a substantive, written response to every written citizen complain within fifteen business days of its receipt.

#### (6) Use of the Citizen Participation Plan

The City of Medford will follow the Citizen Participation Plan in carrying out the Consolidated Plan, the One Year Action Plan, and the Community Development Block Grant process.

# Appendix B - Application for Federal Assistance

APPLICATION FOR FEDERAL ASSISTANCE		OMB Approved No. 3076-0006		Version 7/03	
1. TYPE OF SUBMISSION: Application		2. DATE SUBMITTED May 9, 2016	Applicant Identifier		
<input type="checkbox"/> Construction		3. DATE RECEIVED BY STATE	State Application Identifier		
<input checked="" type="checkbox"/> Non-Construction		4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier		
5. APPLICANT INFORMATION		Organizational Unit:			
Legal Name:		Department: Parks and Recreation			
City of Medford		Division: Community Development Grants			
Organizational DUNS: 030788517		Name and telephone number of person to be contacted on matters involving this application (give area code)			
Address:		Prefix: Mrs. First Name: Angela			
Street: 701 N. Columbus Avenue		Middle Name: Renae			
City: Medford		Last Name: Durant			
County: Jackson		Suffix:			
State: Oregon		Email: angela.durant@cityofmedford.org			
Zip Code: 97501		6. EMPLOYER IDENTIFICATION NUMBER (EIN): 93-6002207			
Country: United States of America		Phone Number (give area code) 541-774-2408		Fax Number (give area code) 541-774-2560	
7. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		7. TYPE OF APPLICANT: (See back of form for Application Types) C. Municipal Other (specify)			
8. TYPE OF APPLICATION: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.)		9. NAME OF FEDERAL AGENCY: U.S. Department of Housing and Urban Development			
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: TITLE (Name of Program): Community Development Block Grant Entitlement Program		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: The 2016 Action Plan for year two of the 2015-19 Consolidated Plan for Housing and Community Development for the City of Medford, Oregon.			
12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.): Cities		13. PROPOSED PROJECT Start Date: 07/01/2016 Ending Date: 06/30/2017			
13. PROPOSED PROJECT Start Date: 07/01/2016 Ending Date: 06/30/2017		14. CONGRESSIONAL DISTRICTS OF: a. Applicant OR-002 b. Project OR-002			
15. ESTIMATED FUNDING:		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?			
a. Federal	\$ 633,060.00	a. Yes. <input type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE:			
b. Applicant	\$	b. No. <input checked="" type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372			
c. State	\$	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW			
d. Local	\$	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No			
e. Other Carryover Funds	\$ 446,275.00				
f. Program Income	\$ 80,000.00				
g. TOTAL	\$ 1,159,335.00				
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.					
a. Authorized Representative					
Prefix Mr.	First Name Gary	Middle Name H.		Suffix	
Last Name Wheeler		c. Telephone Number (give area code) 541-774-2000		e. Date Signed 3/9/2016	
b. Title Mayor, City of Medford		d. Signature of Authorized Representative			
Previous Edition Usable Authorized for Local Reproduction					

## Appendix C – Certifications

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered



Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use or possession of any controlled substance;

“Employee” means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All “direct charge” employees; (ii) all “indirect charge” employees unless their impact of involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee’s payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee’s payroll; or employees of the subrecipient or subcontractors in covered workplaces).

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with Plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

### **Specific CDBG Certifications**

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because

existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available);

2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s), (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance with Anti-discrimination Laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

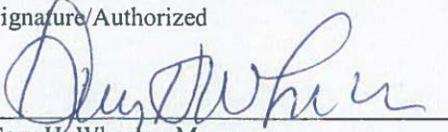
**Compliance with Laws** -- It will comply with applicable laws.

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature/Authorized



Gary H. Wheeler, Mayor  
City of Medford

3/9/2016  
Official Date

## Appendix D – Public Notice and Notice of Public Hearing

TO: MAIL TRIBUNE-LEGAL  
PUBLISH: Thursday, March 17, 2016

### NOTICE OF OPENING OF PUBLIC COMMENT PERIOD AND PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a 30-day public comment period for the City of Medford's **Action Plan for Housing and Community Development for Program Year 2016** will commence on Thursday, March 17, 2016, and close on Friday, April 15, 2016, to solicit citizen input regarding the **Action Plan**. The City Council, City of Medford, will hold a public hearing on Thursday, April 21, 2016, at 12:00 p.m. in the Council Chambers of Medford City Hall for the purpose of soliciting citizen input on the **Action Plan**.

The City of Medford is an entitlement jurisdiction for Community Development Block Grant (CDBG) funds. The **Action Plan** is an update of the **2015-2019 Consolidated Plan**, which outlines and establishes priorities for the upcoming program year. The **Consolidated Plan** is a comprehensive planning document for CDBG that identifies the City's overall needs for housing and community development and outlines a five-year strategy to address those needs adopted by Medford City Council. The purpose of the Consolidated Plan is to provide the framework for annual decisions on the use of CDBG funds provided by the U.S. Department of Housing and Urban Development (HUD). The estimated entitlement for the 2016 Program Year is \$633,060. Additional funding will include an estimated \$339,256 in carryover funds; \$55,000 in anticipated unexpended program administration; \$22,019 in program income from projects funded in prior program years; and up to \$110,000 in program income from projects referenced herein. The City proposes to use the total estimated 2016 CDBG funds, in the amount of \$1,159,335, for the following projects and programs:

#### **HOUSING & COMMUNITY DEVELOPMENT PROJECTS**

##### **Homeowner Rehabilitation - \$192,257 and estimated program income of \$75,000**

Grant to the Housing Authority of Jackson County to provide zero interest, deferred loans to low/moderate-income homeowners for the correction of recognized hazards to health and safety.

##### **Affordable Housing Infrastructure Support - \$200,000**

Grant to the Housing Authority of Jackson County to fund off-site infrastructure improvements required for transportation connections supporting development of a 64-unit multi-family housing complex.

##### **Affordable Housing Land Acquisition - \$96,251**

Grant to Rogue Valley Habitat for Humanity to acquire land for construction of six new low-income, homeowner houses in the Morian Park Subdivision.

##### **Public Infrastructure – City Infrastructure Improvements - \$184,038 in carryover funds**

Grant to City of Medford's Public Works Division to build sidewalks and associated improvements in low/moderate-income neighborhoods.

##### **Elimination of Slums and Blight – Unsafe and Problem Properties Demolition - \$155,218 in carryover funds and estimated program income of \$30,000**

Grant to City of Medford's Code Enforcement Division and Building Safety Division to demolish buildings that have been identified as unsafe, problem properties.

**PUBLIC SERVICES - \$94,959**

The following public service agencies will be receiving grants for operating expenses for the 2016 Program Year:

<b>St. Vincent de Paul</b>	<b>\$ 25,000; estimated program income \$5,000</b>
<b>Maslow Project</b>	<b>\$ 22,500</b>
<b>Center for NonProfit Legal Services, Inc.</b>	<b>\$ 12,000</b>
<b>Hearts with a Mission</b>	<b>\$ 17,500</b>
<b>Community Volunteer Network</b>	<b>\$ 9,000</b>
<b>Medford Senior Center</b>	<b>\$ 8,959</b>

**PROGRAM ADMINISTRATION - \$126,612**

Should there be an increase or decrease in our entitlement amount or estimated carryovers; activity funding will be adjusted accordingly.

Copies of the City’s **Consolidated Plan** and draft **Action Plan** are available for public review in the Parks and Recreation Office at 701 N. Columbus Ave, Medford, OR 97501 and on the City’s website at [www.ci.medford.or.us](http://www.ci.medford.or.us). To obtain a copy, submit comments or for additional information on the hearing, please contact Angela Durant, Grants Administrator, at 541-774-2408 or [angela.durant@cityofmedford.org](mailto:angela.durant@cityofmedford.org). Citizens needing translation services or other special accommodations may contact Angela Durant 10 days prior to the hearing to request these services.

A summary of public comments will be incorporated into the final document prior to submission to HUD.

Angela Durant  
Grants Administrator  
City of Medford

#####

**TO: MAIL TRIBUNE-LEGAL  
PUBLISH: Wednesday, April 13, 2016**

**NOTICE OF CITY OF MEDFORD PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the public hearing associated with the City of Medford’s **Action Plan for Housing and Community Development for Program Year 2016** has been rescheduled for **Thursday, May 5, 2016**. This public hearing will be held at 12:00 p.m. in the Council Chambers of Medford City Hall for the purpose of soliciting citizen input on the **Action Plan**.

The City’s **Action Plan** is available for public review in the Parks and Recreation Office at 701 N. Columbus Ave, Medford, OR 97501 and on the City’s website at [www.ci.medford.or.us](http://www.ci.medford.or.us). To obtain a copy, submit comments or for additional information on the hearing, please contact Angela Durant, Grants Administrator, at 541-774-2408 or [angela.durant@cityofmedford.org](mailto:angela.durant@cityofmedford.org). Citizens needing translation services or other special accommodations may contact Angela Durant 10 days prior to the hearing to request these services.

A summary of public comments will be incorporated into the final document prior to submission to HUD.

Angela Durant  
Grants Administrator  
City of Medford

# Appendix E – Resolution No. 2016-57

## RESOLUTION NO. 2016-57

A RESOLUTION adopting the Action Plan for use of the City's Community Development Block Grant (CDBG) fund for fiscal year 2016-17.

WHEREAS, the City Council must adopt the 2016 Action Plan before it is sent to the Department of Housing and Urban Development (HUD) for approval; and

WHEREAS, a public hearing is required to receive citizen input, which public hearing has been duly held in accordance with HUD requirements; and

WHEREAS, a Resolution is a required step to officially adopt the proposed expenditures as the City's Action Plan with respect to its 2016-17 HUD CDBG Grant; and,

WHEREAS, each of the items is consistent with the goals and strategies of the City's Consolidated Plan for Housing and Community Development which was adopted by the Council on May 7, 2015; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON that the Action Plan for use of the City's CDBG funds in fiscal year 2016-17, on file in the City Recorder's Office, is hereby adopted.

PASSED by the Council and signed by me in authentication of its passage this 5 day of May 2016.

ATTEST: Karen M. Spoons  
City Recorder

Andy White  
Mayor