

**THE STATE OF WYOMING'S  
2019 ACTION PLAN  
SUBSTANTIAL AMENDMENT  
CARES ACT**



**Revision No.1**

**Draft for Public Review**

July 6, 2021

## Executive Summary

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

#### 1. Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes for four formula grant programs: Community Development Block Grants (CDBG), Home Investment Partnerships (HOME), and Emergency Solutions Grants (ESG). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the *Consolidated Plan for Housing and Community Development*.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlements the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

As the lead agency for the Consolidated Plan and this Action Plan, the State of Wyoming, and the Wyoming Business Council (WBC) as lead agency, hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing these citizen participation requirements, those that accompany the Consolidated Plan.

#### 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 goals of the programs administered by the State of Wyoming are to provide decent housing, a suitable living environment for the state's low- and moderate-income residents, and economic opportunities for low-moderate income residents. The State of Wyoming strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities that will serve the economically disadvantaged residents of the state. By addressing need and creating opportunity at the individual and neighborhood levels, the State of Wyoming hopes to improve the quality of life for all residents of the state.

These national objectives are met through these goals:

1. Promote Development of Affordable Housing Units in the State
2. Enhance access to public services
3. Invest in infrastructure and Public Facilities
4. Support efforts to combat homelessness
5. Encourage Economic Development
6. HOPWA TBRA

Some of these activities include the funding homeless service providers, funding HOPWA rental assistance, funding infrastructure investments for communities across the state that benefit LMI households, and funding housing development and rehabilitation that benefits LMI households in the State. These efforts are outlined in the AP-20 Annual Goals and Objectives.

### 3. Evaluation of past performance

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

As outlined in the State's 2018 Performance and Evaluation Report (PER):

**CDBG:** 2018 Projects were not established because projects were not identified until December, 2018. In 2018, Three (3) of the projects selected in 2017 were underway. The construction process for the Laramie County meal on Wheels Kitchen Project began in the fourth quarter of 2018. 2016 Projects managed in the 2018 program year include: Fort Laramie Water Line Replacement and Sewer Lagoon Update, which is in the process of finalizing funding with USDA; Washakie County Library Ten Sleep Branch Expansion, which completed construction in February and is awaiting final drawdown to close-out; Rawlins Adaptive Reuse of the Historic Guards' Quarters has selected contractors in September; Evansville Sidewalk Installation has been completed and closeout visit has been completed; Rock Springs Bunning Park Rehabilitation Project has completed asbestos testing and mitigation and obtained demolition/renovation permits; Deaver Potable Water Distribution System & Fire Hydrant Fire Flow was ahead of schedule during the second quarter of 2018, including the completion of distribution lines down Central Avenue, 1st Avenue West and 2nd Avenue West; Albany County GWBBBS Community Mentoring is continuing the initial process to start construction for Phase II.

**HOPWA:** In FY 2018, HOPWA-C funds were used to provide 33 persons with STRMU benefits, 19 persons with TBRA, and 5 with transitional short-term housing facilities, or emergency shelter.

**ESG:** In 2018, some 1,628 persons were assisted with ESG funds. Of these, some 842 were in households with adults only. Another 712 were in a household with both adults and children, and 36 were in households with only children. Another 38 were in an unknown household type. Additional information is included in the Sage Reporting System.

**HOME:** In 2018, the HOME program completed 40 units, including 29 rentals, 10 first time homebuyers, and 1 existing homeowner household.

Additional information can be found at <http://www.wyomingbusiness.org/cdbg>

As the State evaluates its past performance, ESG will fund a higher percentage of homeless prevention and rehousing than in previous years in order to keep individuals and families housed to combat homelessness.

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

Summary from citizen participation section of plan.

Two public outreach opportunities were utilized in the development of this plan. A public meeting was held prior to the release of the draft plan to garner feedback on preliminary findings. Once the Plan was released for public review, a public hearing was held to offer residents and stakeholders the opportunity to comment on the plan.

During the CARES Act Amendment Process, the Sate initiated a five day public review period to review the addition of ESG-CV funds for the 2019 Annual Action Plan. A separate five day public review period was held to review the addition of CDBG-CV funds.

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

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

No public comments were received during the 2019 Annual Action Plan Review. Comments received during the CARES Acts amendment are included in the Appendix.

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

No public comments were received.

#### **7. Summary**

The State's efforts in the development of this Action Plan are represented by the efforts to establish annual goals and objectives. The Goals outlined in the Action Plan are reflective the needs in the State of Wyoming, particularly low to moderate income households. The State will undertake these efforts in accordance with HUD's guidelines and requirements.

**PR-05 Lead & Responsible Agencies - 91.300(b)**

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

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

Agency Role		Name	Department/Agency
Lead Agency		WYOMING	
CDBG Administrator	WYOMING	Wyoming Business Council	
HOPWA Administrator	WYOMING	Wyoming Department of Health	
HOME Administrator	WYOMING	WCDA – Housing & Neighborhood Development <del>(HOME, NHTF)</del>	
ESG Administrator	WYOMING	Wyoming Department of Family Services	
HOPWA-C Administrator	<u>WYOMING</u>	<u>Wyoming Department of Health</u>	
<u>NHTF Administrator</u>	WYOMING	WCDA - <del>Affordable Hsg Devl Department</del> <u>Housing &amp; Neighborhood Development</u>	

**Table 1 – Responsible Agencies**

**Narrative**

The Wyoming Business Council serves as lead agency for the development of the Consolidated Plan, as well as the CDBG administrator. Three additional state agencies are responsible for the other funding programs in the State. The Wyoming Community Development Authority (WCDA) administers the HOME and National Housing Trust Fund (NHTF) programs, and will administer the CDBG CARES Act (CDBG-CV) program. The Wyoming Department of Family Services administers the ESG program.

The HOPWA-C Administrator is the Wyoming Department of Health.

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## **AP-10 Consultation - 91.110, 91.300(b); 91.315(l)**

### **1. Introduction**

In addition to the public outreach initiated by the State of Wyoming, the State also reached out to additional public agencies, non-profits, and service organizations.

All state agencies receiving HUD awards meet monthly. All share a common goal: to get more citizen participation and more public comment each year. The coalition of agencies is identifying funding gaps in the state and partner with these groups to address them.

#### **Provide a concise summary of the state's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies**

The state of Wyoming developed the Action Plan as a coordinated effort between the WBC, WCDA, WDFS, and WDOH. This collaboration provided an opportunity to interact and enhance coordination among public and assisted housing providers, private and government health, mental health and service agencies throughout the year. As a part of their regular communications with communities in their areas, the WBC's Regional Directors learn about anticipated needs and provide guidance on possible funding sources, technical assistance and so on.

#### **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**

Chief Executive Officer of the Wyoming Business Council had a seat on the Continuum of Care group in an effort to integrate the WBC and its role as the lead for the planning for the State of Wyoming with meeting the needs of the homeless. The WBC offered board training to the continuum of care but it was never scheduled. The WBC has also established a good relationship with the current chair of the CoC and hopes that will lead to more fruitful interaction. The CEO has since had to resign that seat on the CoC. WBC will be establishing periodic meetings with representatives of relevant agencies, CoC, etc to keep the lines of communication open.

At this time, the CDBG program isn't directing resources towards youth existing foster care and becoming homeless.

WBC Staff are working with the Wyoming Department of Health to conduct a statewide assessment of health. This effort confirmed or validated that the programs offered by the state CDBG program and the relationships established with the CoC and agencies who participated in the development of the community toolbox are all working towards the same goals and continued interaction will be the foundation for the Con Plan and the 2019 AAP.

**Describe consultation with the Continuum(s) of Care that serves the State 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**

ESG grantee, The Department of Family Services(DFS), attends all Wyoming Homeless Collaborative (WHC) Board of Directors and membership meetings. DFS presented training to educate WHC board members of ESG’s program basics, structure and Hud requirements with the goal of the WHC board assisting with allocation strategies. Through this collaboration the WHC board agreed with DFS’s recommendation to increase the percentage of ESG dollars toward Homeless Prevention and Rapid Rehousing for 2019 and 2020. A committee of WHC members that included ESG subrecipients, CoC grantees, HMIS Lead Agency, Veteran Administration, Dept of Health and DFS, worked with a Hud sponsored T/A firm to develop ESG and CoC Standards for the Wyoming Homeless Collaborative to use. The standards allow consistent evaluation of projects across Wyoming.

Additionally, ESG funding is distributed by a competitive process that includes a scoring committee of persons from several agencies and businesses that do not apply for and have no interest in HUD funding to make final funding decisions. Outcomes are evaluated based on the information required in application for funding and HMIS data.

HMIS lead agency maintains a CoC grant for the operation, administration, training and education of HMIS users in Wyoming. The HMIS lead is responsible for maintaining HUD required policies and day to day operation of HMIS.

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



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

1	<b>Agency/Group/Organization</b>	Wyoming Department of Health
	<b>Agency/Group/Organization Type</b>	Other government - State
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to comment on draft plan.
2	<b>Agency/Group/Organization</b>	Wyoming Department of Family Services
	<b>Agency/Group/Organization Type</b>	Other government - State
	<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>	Invited to comment on draft plan.

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

The State of Wyoming made every attempt to be inclusive in its consultation efforts throughout the planning process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Wyoming Department of Family Services	CoC and WDFS Goals develop a coordinated homeless crisis response system and identify all shelters and transitional living facilities; programs that provide temporary and long-term resources to reduce financial vulnerability to homelessness, strengthen services for homeless children and youth and identify agencies that work with youth populations who may be at risk of homelessness; increase community outreach to these populations, identify and develop additional resources for homeless veterans.

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

**Narrative**

Over the years the state has tried varying means of public outreach from compressed video at all community college sites to public meetings, presentations at conferences and webinars. There is little public interest or input regardless of outreach efforts. However, the state will continue to pursue social media, surveys and other means that may engage the public.

## AP-12 Participation - 91.115, 91.300(c)

### 1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The 2019 Action Plan citizen participation outreach included two public meetings and public notification at least seven (7) days prior to meetings, as outlined by the State's Citizen Participation Plan (CPP). The public input meeting was held on May 14, 2019 via webinar. The public review meeting was held on June 11, 2019 via webinar. Public notifications were sent out via social media and email notifications.

In accordance with the State's Citizen Participation Plan notices were distributed via email list to reach out to other agencies and organizations providing services. As well, the WBC Communications division sends out press releases and social media posts. Those methods reach 32 broadcasters, 44 newspapers (which is literally every newspaper in Wyoming excluding small sales papers such as "Traders" or "Quick Quarter"). Additionally, there are 2,371 people signed up to receive our news releases.

WBC also utilized social media to provide public notification. WBC's Facebook page has 11,050 followers, which is more than all but four of the state's 10 largest (by circulation) newspapers in the state.

The State undertook a five day public review period to review the CARES Act Substantial Amendment for ESG-CV funds. An additional five day public review period will be undertaken to review the CDBG-CV funds. An additional five day public review period was undertaken to review the CDBG-CV funds. The State received one comment, which is included in the attached public comment section. Additional comments were received during the CDBG-CV public review period. These comments are included in the appendix. During the public review for the third CDBG and 2nd ESG, the State received two comments. These are included in the Appendix.

WCDA undertook a 30 day public review and comment period to the <sup>1<sup>st</sup></sup> Revision to the CARES Act Substantial Amendment in July of 2021.

(COMMENTS PENDING COMPLETION OF PUBLIC REVIEW PERIOD)

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**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	The public input meeting was held May 14, 2019 via webinar. 11 people attended the meeting. Attendees included representatives from non-profits and developers. This included representatives from Family Promise, My Front Door, and Sweetwater Family Resource Center.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community	The public review meeting was held June 11, 2019 via webinar. 13 people attended the meeting. This included service providers and non-profits, such as Community Builders and partnering agencies.	No comments were received.		
3	Public Review Period	Non-targeted/broad community	The State undertook 5 day public review periods for the CV Amendments. Any comments are included in the Appendix.	During the first round, comments received are included in the Appendix. No comments were received for the second round of funding.		

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.320(c)(1,2)

#### Introduction

The following shows the 2019 Action Plan expected resources. HOPWA funds for the 3-year cycle include \$572,938. One-third of this allocation is \$190,979, which is what is available in FY 2019.

CDBG funds shown below have a voluntary grant reduction of \$255,925, equaling \$2,846,768

Substantial Amendment includes ESG-CV funds and CDBG-CV funds.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,846,768	0	0	2,846,768	0	

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: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	3,506,687	2,229,092	0	5,735,779	0	
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	572,938	0	0	572,938	0	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	323,751	0	0	323,751	0	

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: \$		
HTF	public - federal	Acquisition Admin and Planning Homebuyer assistance Multifamily rental new construction Multifamily rental rehab New construction for ownership	3,000,000	0	0	3,000,000	0	
Other	public - federal	Acquisition Admin and Planning <del>Economic Development</del> <del>Neighborhood Development</del> Housing Public Improvements Public Services	5,596,234	0	0	5,596,234	0	CARES Act CDBG funding: CDBG-CV1, CV2, and CV3
Other	public - federal	Acquisition Admin and Planning Homeowner rehab Housing Multifamily rental rehab	1,300,000	0	0	1,300,000	0	NSP-PI



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: \$		
Other	public - federal	Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Short term or transitional housing facilities Supportive services TBRA Transitional housing	4,055,227	0	0	4,055,227	0	CARES Act ESG funding: ESG-CV1 and CV2

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

**HOPWA:** The HOPWA program works closely with the Ryan White Part B/ADAP. There is only one community-based organization focused on HIV, the Client Assistance Fund run by the Wyoming ADIS Assistance. It provides limited funding each year for clients to assist with needs not covered by the programs.

**ESG:** ESG matching requirements will be satisfied by each agency through cash donations; donated labor, food, clothing; the value of any donated material or building; the value of any lease or mortgage on the building; local fundraising events, and grants from local agencies such as United Way. Each agency is required to have a 100 percent match from other sources to equal funds received from the ESG.

**CDBG:** The CDBG program leverages state funds for administrative match. Additionally, projects leverage other state programs including but not limited to Business Ready Communities funds, Mineral Royalty grants, and Wyoming Department of Transportation funds. Other grant or

philanthropic contributions are often included in project budget structures. Some housing projects include HOME and/or LIHTC as match.

**HOME:** Most often, Low Income Housing Tax Credits (LIHTC) are combined with HOME funds, allowing for more units at lower rent levels to be produced. In the most recent competitive cycle, WCDA leveraged \$3,857,668 in LIHTC against \$5,686,600 in HOME to produce 223 units of affordable rental housing statewide.

The HOME program requires a 25 percent match obligation. Because WCDA has accumulated sufficient “banked” (i.e. excess match from prior years) match, developers will not be required to provide the 25% match, and will only be required to provide 5% match for projects submitted in 2016. Typically, sources of match have included waiver of professional fees, reduced interest rates and origination points by lending institutions, reduced property taxes and concessions by local governments. All these forms of match reduce project costs, allowing the funding to provide more affordable housing. The ~~Low Income~~Low-Income Housing Tax Credit program is often utilized with HOME funds on rental projects, allowing the HOME units to address the needs at low-income levels.

The state provides no other funding sources for housing, i.e. oil and gas funds.

**NHTF:** The state leverages its NHTF allocation against its ~~low income~~low-income housing tax credit (LIHTC) allocation through a competitive process governed by the Affordable Housing Allocation Plan. Most recently, WCDA awarded its first NHTF allocation of \$1,408,000, leveraged against \$1,042,827 in LIHTC to produce 11 units of affordable housing for extremely ~~low income~~low-income households (ELI).

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

Not applicable.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives – 91.320(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Promote Development of Affordable Housing	2018	2022	Affordable Housing	Statewide	Low to moderate Income homeowner households Low to moderate Income renter households	CDBG: \$750,000 HOME: \$5,735,779 HTF: \$3,000,000 NSP-PI: \$1,300,000	Rental units constructed: 140 Household Housing Unit Rental units rehabilitated: 120 Household Housing Unit Homeowner Housing Added: 40 Household Housing Unit Homeowner Housing Rehabilitated: 19 Household Housing Unit Direct Financial Assistance to Homebuyers: 5 Households Assisted Other: 1 Other
2	Enhance -access to public services	2018	2022	Non-Homeless Special Needs	Statewide	Special Needs Populations	CDBG: \$427,015 CDBG-CV: \$4,476,987	Public service activities for Low/Moderate Income Housing Benefit: 3600 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Invest in infrastructure and Public Facilities	2018	2022	Non-Housing Community Development	Statewide	Public Facilities	CDBG: \$1,527,415 CDBG-CV: <del>\$839,435</del> <u>\$1,119,247</u>	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 1600 Households Assisted
4	Support efforts to combat homelessness	2018	2022	Homeless	Statewide	Homelessness	ESG: \$323,751 ESG - CV: \$4,055,227	Tenant-based rental assistance / Rapid Rehousing: 132 Households Assisted Homeless Person Overnight Shelter: 1639 Persons Assisted Homelessness Prevention: 1086 Persons Assisted
5	Encourage Economic Development	2018	2022	Non-Housing Community Development	Statewide	Economic Development	CDBG: \$142,338 <del>CDBG-CV: \$279,812</del>	Jobs created/retained: <del>6</del> <u>2</u> Jobs
6	HOPWA TBRA	2018	2022	Non-Homeless Special Needs	Statewide	Special Needs Populations	HOPWA: \$190,979	Tenant-based rental assistance / Rapid Rehousing: 55 Households Assisted

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Promote Development of Affordable Housing
	<b>Goal Description</b>	<p>Identify opportunities for affordable housing developments; construct or rehab 125 such units over this next five years.</p> <p><b>NHTF Funding:</b> Funds allocated under this goal will be used for rental housing production for extremely low income (ELI) households.</p> <p><b>HOME:</b> Funds allocated under this goal will be used to construct and/or acquire/rehabilitate affordable rental or homeowner housing for low to moderate income households. Funds will be awarded competitively via the WCDA Affordable Housing Allocation Plan, and may be expended under the Open Competitive, Small Rural Project Set-Aside, or CHDO Set-Aside. Because HOME funds are distributed on a competitive basis, WCDA cannot guarantee that sufficient applications will be received and score high enough to utilize all funds set-aside under this goal.</p> <p><b>CDBG:</b> Approximately one-third of CDBG funds will be distributed to the WCDA via a MOU to be used for housing.</p> <p><b>NSP-PI:</b> NSP Program Income (PI) of \$762,000, for Wyoming Rehabilitation and Acquisition Program (WRAP). The State of Wyoming will utilize these funds to acquire, rehabilitate and re-sell a minimum of four (4) single-family homes to income-eligible households.</p> <p>See AP-30 for Method of Distribution.</p>
2	<b>Goal Name</b>	Enhance -access to public services
	<b>Goal Description</b>	CDBG funds will be made available for public and social services that serve low to moderate income areas or serve low to moderate income populations. These public service activities may vary depending on applicants for funding, but will address public service needs in the community, such as food insecurity, childcare, access to substance abuse services, health services, education programs, services for the elderly, employment services, and recreational services.
3	<b>Goal Name</b>	Invest in infrastructure and Public Facilities
	<b>Goal Description</b>	The State will promote community development through enhancing the State's infrastructure and public facilities to meet the needs of residents. This will also include the ADA compliance upgrade, and planning grants.

4	<b>Goal Name</b>	Support efforts to combat homelessness
	<b>Goal Description</b>	The State will support homeless service providers throughout the State with ESG- and ESG-CV funds. See AP-30 for method of distribution.  ESG-CV funds in the amount of \$1,152,541 will be allocated for homeless prevention, rapid re-housing, emergency shelter, and shelter operations. These are <del>estiamted</del> <u>estimated</u> to benefit 820 for homeless prevention, 132 for rapid re-housing, 362 for emergency <del>shlters</del> <u>shelter</u> and 115 for shelter operations.
5	<b>Goal Name</b>	Encourage Economic Development
	<b>Goal Description</b>	The State will provide economic development funds for the retention, expansion, and attraction of businesses in the State.
6	<b>Goal Name</b>	HOPWA TBRA
	<b>Goal Description</b>	HOPWA funds will be used for Tenant Based Rental Assistance (TBRA), administered by the State.

**AP-25 Allocation Priorities – 91.320(d)**

**Introduction:**

The following narrative describes the allocation priorities in the State for FY 2019.

**Funding Allocation Priorities**

	Promote Development of Affordable Housing (%)	Enhance access to public services (%)	Invest in infrastructure and Public Facilities (%)	Support efforts to combat homelessness (%)	Encourage Economic Development (%)	HOPWA TBRA (%)	Total (%)
CDBG	26	15	54	0	5	0	100
HOME	100	0	0	0	0	0	100
HOPWA	0	0	0	0	0	100	100
ESG	0	0	0	100	0	0	100
HTF	100	0	0	0	0	0	100
Other CDBG-CV	0	80	<del>20</del> 5	0	<del>0</del> 5	0	100
Other ESG - CV	0	0	0	100	0	0	100
Other NSP-PI	100	0	0	0	0	0	100

Table 7 – Funding Allocation Priorities

**Reason for Allocation Priorities**

The State of Wyoming has developed its set of allocation priorities based on a number of factors that include program and funding capacity, as well as the high priorities as set forth by the 2018-2022 Consolidated Plan. These priorities include low to moderate income renter households, low to moderate income homeowner households, infrastructure, public facilities, homelessness, special needs populations, and economic development.

**CDBG:** WBC Regional Directors identify needs in their areas which (this program year) were water line replacements, public facility



improvements to benefit the low-income and elderly, housing infrastructure, homeownership assistance, accessibility upgrades and safe public access. One-third of CDBG funds will be allocated to WCDA via a MOU to be directed towards housing activities.

CDBG-CV funds will be targeted to public services, public facilities, ~~and economic and residential or mixed-used neighborhood~~ development, to help alleviate the impacts of the COVID-19 health crisis and its economic impacts on the residents of Wyoming.

**HOME and NHTF and NSP-PI:** The State of Wyoming, through the Wyoming Community Development Authority, will allocate 100% of its HOME and NHTF funding towards the development of affordable housing. Specific strategies may include new construction or acquisition/rehabilitation of multi-family rental housing, or single-family homeownership housing. Because WCDA has elected to invest \$4 million of WCDA's internal housing trust fund dollars (not CPD funds) toward efforts to combat homelessness, there is a need to concentrate limited federal resources upon the provision of affordable housing.

**HOPWA:** Seventy-three percent of HIV-positive Wyoming individuals are very low to extremely low income, which makes affording housing a challenge. The program priorities are to identify where the housing needs are and work with partners in those communities to find and secure housing for enrolled clients. Clients are also able to receive supportive services including case management, transportation and meals/nutrition assistance (provided by other funding sources).

**ESG:** Wyoming will continue to use 100% of ESG funds to reduce homelessness across the State. Priorities for ESG vary throughout the state depending on the needs of the homeless and about-to-be homeless.

2019 funding competition continued to emphasize collaboration within Agencies, Communities and Statewide to build a network of unduplicated efforts for all activity types. Staff looks for sub-recipients who provide more than just a night's shelter as a priority when allocations are made. Meals, counseling services, employment counseling, and mental health evaluations are considered activities in this group. Rapid re-housing and homelessness prevention applicants devote much of that funding to rent assistance and hotel vouchers.

**How will the proposed distribution of funds will address the priority needs and specific objectives described in the Consolidated Plan?**

This plan and the programs enacted are designed to meet the priority needs, as set forth by this plan. These priorities include low to moderate income renter households, low to moderate income homeowner households, infrastructure, public facilities, homelessness, special needs

populations, and economic development.

**CDBG:** CDBG funding is determined based on the applications received and prioritization through rating. As such, the amount of funding per category may change during the project selection phase. CDBG funds are used to address low to moderate income households, infrastructure, public facilities, special needs populations, and economic development. These funds will be directed towards projects that meet these needs through the development of housing infrastructure, the development of local infrastructure and public facilities, and economic opportunities that expand, retain, or attract businesses in the State and improve the economic livelihood of low to moderate income households in the State.

**HOME:** HOME funding will be utilized to develop new affordable housing options for low income households in the State, including rental and homeowner opportunities. This may include both new construction and rehabilitation. This funding will address the priority needs of low to moderate income renter households and low to moderate income homeowner households through the development and rehabilitation of housing units.

**NHTF:** WCDA's highest priorities for NHTF funding approval are: 1.) need; 2.) quality of construction; 3.) income levels served; and, 4.) affordability and extended length of time the restrictions will be in place. While the highest priority is need, WCDA does not put a preference on new construction or rehabilitation, but rather the priority is on serving the community with the highest need among the applications received. WCDA will allocate 100% of NHTF non-administrative program funds to rental housing production for ELI Households. This funding will address the priority needs of low to moderate income renter households and low to moderate income homeowner households through the development and rehabilitation of housing units.

**HOPWA:** Seventy-three percent of HIV-positive Wyoming individuals are very low to extremely low income, which makes affording housing a challenge. The program priorities are to identify where the housing needs are and work with partners in those communities to find and secure housing for enrolled clients. Clients are also able to receive supportive services including case management, transportation and meals/nutrition assistance (provided by other funding sources). This funding source will address special needs population priority need by directing funds to persons with HIV.

**ESG:** Wyoming will continue to use 100% of ESG funds to reduce homelessness across the State. Priorities for ESG vary throughout the state depending on the needs of the homeless and about-to-be homeless. ESG funds will address the priority need of homelessness in the State through directing funds to homeless service providers and programs to reduce homelessness. **ESG-CV** will be directed 100% to combatting homelessness in the State. HUD has recommended that the first round of CARES Act dollars be allocated 2:1 ratio of prevention to shelter,

which the State will follow.

**Disaster Response:** In the event of a declared disaster in the State of Wyoming, CPD funds may be redirected to support relief and rebuilding efforts. This may alter the above described allocation priorities.

**AP-30 Methods of Distribution – 91.320(d)&(k)**

**Introduction:**

The following narrative describes the Method of Distribution for the State of Wyoming for the 2019 Program Year.

**Distribution Methods**

**Table 8 - Distribution Methods by State Program**

<b>1</b>	<b>State Program Name:</b>	<del>CDBG-CV</del> <u>WCDA Neighborhood Development</u>
	<b>Funding Sources:</b>	<del>NSP-PI</del> <u>CDBG-CV</u>
	<b>Describe the state program addressed by the Method of Distribution.</b>	<p>The Method of Distribution (MOD) issued by <del>the Wyoming Business Council</del> <u>WCDA</u> addresses the Community Development Block Grant CARES Act funds for the balance of State. <del>That is, for Wyoming's cities, towns and counties except outside the incorporated boundaries of the City of Cheyenne,</del> -which is an entitlement community. The MOD describes the purpose of the program, eligible applicants (incorporated cities, towns and counties), the application process and the parameters of the program such as grant maximums, eligible activities, anticipated funding, the application review process, timelines, approval process and more.</p> <p>More information is available on <del>the Wyoming Business Council</del> <u>WCDA's</u> website: <a href="https://www.wyomingcda.com/affordable-housing">https://www.wyomingcda.com/affordable-housing</a> <a href="http://www.wyomingbusiness.org/cdbg">http://www.wyomingbusiness.org/cdbg</a> and is attached in the Appendix.</p>

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<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>All applications must meet one of the three national objectives (benefit to low-to-moderate income people, elimination of slum and blight or addressing urgent community development needs), <u>as well as six WCDA state-level CDBG program objectives</u>. Applications must <del>also be for an eligible activity</del> <u>meet at least one national and one state-level objective</u>. <del>The WBC-WCDA</del> staff <u>review submitted applications and makes recommendations for funding to the WCDA Board of Directors</u>. The <del>WBC-WCDA</del> Board of Directors <del>determines final issues funding</del> awards.</p> <p><b>Public Services Projects:</b> <u>In determining the selection of projects, each application will be reviewed for completeness based on the requirements listed previously. Neighborhood projects do not require matching funds; however, projects are ranked against each other within project evaluation categories spelled out in the attached WCDA Method of Distribution, and the integrated efforts of a community (e.g. local community financial support) are taken into account. There may be other aspects of a proposal that prevent it from being recommended for funding, such as the lack of dedicated funds to complete the project. Each application will be rated to determine the number of points to be awarded by using the numerical system.</u></p> <p><del><b>Economic Development:</b> In determining the selection of projects, each application will be reviewed for completeness based on the requirements listed previously. Each application will be rated to determine the amount of points to be awarded by using the numerical system.</del></p> <p><b>Community Development/Infrastructure &amp; Public Facilities Projects:</b> <u>In determining the selection of projects, each application will be reviewed for completeness based on the requirements listed previously. <del>Community-Neighborhood</del> Development projects do not require matching funds; however, projects are ranked against each other, within project categories, and the integrated efforts of a community (e.g. local community financial support) are taken into account. There may be other aspects of a proposal that prevent it from being recommended for funding, such as the lack of dedicated funds to complete the project. Each application will be rated to determine the <del>amount</del> <u>number</u> of points to be awarded by using the numerical system.</u></p> <p>See attached <u>WCDA</u> Method of Distribution for additional details.</p>
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<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>A pre-qualification form is required. If a project is found to be eligible then an application is required. The MOD, Pre-qualification form and application form are all available on the <del>WBC</del> <u>WCDA</u> website. Hard copies are available upon request. <del>WBC</del> <u>WCDA regional directors and</u> CDBG staff are also available to provide additional information and guidance to applicants.</p> <p>More information is available on the <del>Wyoming Business Council website</del> <u>WCDA website</u>: <a href="http://www.wyomingbusiness.org/cdbgwyomingcda.com/affordable-housing">http://www.wyomingbusiness.org/cdbgwyomingcda.com/affordable-housing</a></p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not Applicable</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not Applicable</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>The allocation for 2019 is \$5,596,234. Funding will be allocated to the following categories:</p> <ul style="list-style-type: none"> <li><del>80%</del> 80% to public services</li> <li><del>2015%</del> 2015% to <u>infrastructure and</u> public facilities</li> <li><del>5% to economic development</del></li> </ul>

	<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Each proposed project must meet a national objective, be an eligible activity and from an eligible applicant. <u>Public services applications are eligible (\$750,000 max award), as well as ADA compliance/disability access applications (\$500,000 max award). WCDA also allows CDBG-CV applications for public infrastructure and public/community facilities (\$750,000 max award). Imminent threat grants may be allocated only if a qualified need arises (\$250,000 max award). The State economic development program allows applications for public infrastructure (\$500,000 max award), Downtown Development (\$500,000 max award). Community development allows applications for public infrastructure, including housing infrastructure (\$500,000 max award), community facilities (\$500,000 max award), Accessibility (\$300,000 max award) and Homeownership assistance (\$40,000 max award). Imminent threat grants may be allocated if a need arises (\$250,000 max award)</u></p>
	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>The state expects applications that meet the program criteria from informed applicants. Projects should result in low to moderate income households benefiting from public services, public facility improvements, or economic development activities. 80% to public services 15% to public facilities, and 5% to economic development</p>
2	<p><b>State Program Name:</b></p>	<p>Community Development Block Grant</p>
	<p><b>Funding Sources:</b></p>	<p>CDBG</p>



<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>The Method of Distribution (MOD) issued by the Wyoming Business Council addresses the Community Development Block Grant funds for the balance of State. That is, for Wyoming's cities, towns and counties except Cheyenne which is an entitlement community. The MOD describes the purpose of the program, eligible applicants (incorporated cities, towns and counties), the application process and the parameters of the program such as grant maximums, eligible activities, anticipated funding, the application review process, timelines, approval process and more. The MOD is issued annually and has replaced the CDBG rules previously promulgated by the State of Wyoming. The CDBG rules are in process of being repealed.</p> <p>More information is available on the Wyoming Business Council website: <a href="http://www.wyomingbusiness.org/cdbg">http://www.wyomingbusiness.org/cdbg</a></p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>All applications must meet one of the three national objectives (benefit to low-to-moderate income people, elimination of slum and blight or addressing urgent community development needs). Applications must also be for an eligible activity. The MOD cites "The Housing and Community Development Act of 1974 (HCDA) Eligible Activities for States as the primary authority for determining eligibility of potential CDBG activities. Applicants must also refer to §101(c) and §104(b)(3) of Sec. 5301.* Congressional Findings and Declaration of Purpose [*Section 101 of the Act]. For additional national objective information, refer to 24 CFR §570.483."</p> <p>Applications are ranked according to various factors such as job creation, integrated effort, seriousness/need and urgency. Points are awarded for each category and then applications are ranked against one another. The staff who rank projects also discuss their rankings to be sure all aspects of the project/application and subtleties in the scoring of a project have been considered before proposing final scores to go to the WBC Board of Directors.</p>

<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>A pre-qualification form is required. If a project is found to be eligible then an application is required. The MOD, Pre-qualification form and application form are all available on the WBC website. Hard copies are available upon request. WBC regional directors and CDBG staff are also available to provide additional information and guidance to applicants.</p> <p>More information is available on the Wyoming Business Council website: <a href="http://www.wyomingbusiness.org/cdbg">http://www.wyomingbusiness.org/cdbg</a></p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not Applicable</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not Applicable</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>The allocation for 2019 is unknown at this time but past allocations have been approximately \$2.7 million. If that is the case for 2019 the breakdown of funding available will be approximately:</p> <p>CDBG funding is generally split between community development and economic development. However, applications for community development generally exceed those for economic development as the state has other funding sources for economic development activities.</p> <ul style="list-style-type: none"> <li>• \$200,000 for administration</li> <li>• \$2 million for community development projects</li> <li>• \$450,000 for economic development projects</li> <li>• \$40,000 for homeownership assistance</li> </ul>

	<p><b>Describe threshold factors and grant size limits.</b></p> <p>Each proposed project must meet a national objective, be an eligible activity and from an eligible applicant. The State economic development program allows applications for public infrastructure (\$500,000 max award), Downtown Development (\$500,000 max award). Community development allows applications for public infrastructure, including housing infrastructure (\$500,000 max award), community facilities (\$500,000 max award), Accessibility (\$300,000 max award) and Homeownership assistance (\$40,000 max award). Imminent threat grants may be allocated if a need arises (\$250,000 max award)</p>
	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p> <p>The state expects applications that meet the program criteria from informed applicants. Projects should result in improved housing or living conditions, improved access, new homeowners.</p>
3	<p><b>State Program Name:</b> Emergency Solutions Grant</p>
	<p><b>Funding Sources:</b> ESG</p>
	<p><b>Describe the state program addressed by the Method of Distribution.</b> Emergency Solution Grant (ESG) is a Statewide program designed to aid homeless and potentially homeless to obtain or retain housing.</p>

<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>The application scoring tool emphasized collaboration within agencies and between agencies in their communities, use of HMIS, participation in Coordinated Entry and the Statewide CoC. The guidance received from HUD has led us to understand the importance of use of data, collaboration and participation. Funded programs are based on the criteria that meets these above described statewide goals.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not Applicable</p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Notification was sent in the Spring to all contacts on the CoC list serve and WHC website. A review committee scored applications. Funding decisions were based on the ESG Scoring Committee scores.</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not Applicable</p>

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>HUD has established firm guidelines that ESG follows however we will use max allocation for Rapid Rehousing because we are trying to emphasize HP and RR is a priority. ESG program provides grant funding to (1) engage homeless individuals and families living on the street, (2) rapidly re-house homeless individuals and families, (3) help operate and provide essential services in emergency shelters for homeless individuals and families, and (4) prevent individuals and families from becoming homeless. Funds are allocated to these resources based on the programs implements by service providers.</p>
<p><b>Describe threshold factors and grant size limits.</b></p>	<p>Threshold factors were last fiscal year operating budget, most recent fiscal year audit, most recent APR from HMIS or comparable HUD compliant database, current org chart, fair housing policy, proof of 501c3 if non-profit, good standing certificate from WY Sec of State, Wyoming Workers Compensation certificate, Articles of Incorporation, Org Bylaws, list of board members and officers, Governing Board information if Govt. and 100% match proposal with commitment letter. In the past grant size limits were based on previous year's allocation from HUD and estimated accordingly. This year's competition there was no dollar limit placed on the request for funding.</p>

	<p><b>What are the outcome measures expected as a result of the method of distribution?</b></p>	<p>Expected measures are compliance with HUD regulations and HMIS data collected to measure each sub recipient outcome in their community. The overall outcome is expected to be an increase of utilization of services throughout the state.</p>
4	<p><b>State Program Name:</b></p>	<p>ESG-CV</p>
	<p><b>Funding Sources:</b></p>	<p>NSP-PI</p>



<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>ESG-CV funds will be used within the ESG Program framework. Emergency Solution Grant (ESG) is a Statewide program designed to aid homeless and potentially homeless to obtain or retain housing.</p> <p>ESG CV-2 allocation is \$2,901,686.00 to fund the following ESG activities as needed by the state of Wyoming to prevent, prepare, and respond to COVID-19:</p> <ol style="list-style-type: none"> <li>1. Rapid rehousing</li> <li>2. Street outreach</li> <li>3. Emergency shelter</li> <li>4. Homelessness prevention</li> <li>5. Homeless Management Information Systems(HMIS)</li> <li>6. Administrative expenses</li> <li>7. Additional activities allowed by HUD policy, guidance and approved waivers.</li> </ol>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>In order to expedite ESG-CV wave one funding, it is proposed that distribution is to current ESG subrecipients (Agencies) by amending their agreements to include the ESG-CV funds. This plan also uses a regional approach to target funding. There are 5 regions that the Wyoming Homeless Collaborative(WHC) adopted based on the recommendation of Dr. Robert Marbut.</p> <p>Within each region ESG currently funds Agencies that provide collaborative, consistent approaches to homelessness in their communities and regions.</p> <p>In order to be responsive to the needs of Wyoming in preparing, preventing, and responding to coronavirus and its impact on people at risk of and experiencing homelessness, Wyoming will routinely reevaluate our funding decisions throughout the period of performance. Consistent with the terms of all subrecipient grant agreements or contracts, Wyoming intends to reprogram ESG-CV funding between selected activities or to include additional ESG-CV activities if/when necessary, based on infection control needs and response efforts related to preventing, preparing and responding to COVID-19.</p>

<b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b>	N/A
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<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p><b>ESG-CV1:</b></p> <p>Agencies must have a demonstrated fiscal experience to manage large sums of Federal funding, staff and capacity to service several counties in their region. These Agencies have been subrecipients of ESG funding for at least the last four (4) years consistently without violations of ESG Federal, DFS or State rules.</p> <ul style="list-style-type: none"> <li>- Northeast Region, Council of Community Services and YES House</li> <li>- Northwest Region, Volunteers of America, NR</li> <li>- Southeast Region, Sweetwater Family Resource Center</li> <li>- Central Region, Community Action Partnership of Natrona County</li> <li>- Southeast Region, Comea, Inc.</li> </ul> <p><b>ESG-CV2:</b></p> <p>HUD has provided Technical Assistance(T/A) to DFS to assist with strategic planning for ESG-CV2 funds. To be more deliberate about allocating ESG CV2 funds, the CoC, T/A providers and DFS are meeting weekly to develop a long term plan. The plan will provide flexibilities to adapt to possible changes that could occur in health, safety and economic downturns by region. Creating and utilizing homeless prevention strategies and targeting populations is the focus of the ESG CV2 funding.</p> <p>The Continuum of Care(CoC) data committee will monitor HMIS reports for regional agencies awarded CV funds on a monthly basis. The goal is to identify trends and patterns of need across Wyoming. Monthly meetings will be held with the regional subrecipients to present an update to the group in order to get a better indication of what is happening in the entire state of Wyoming.</p> <p>Quarterly, subrecipients, WHC Board members and HMIS lead will evaluate progress. After no less than 2 quarters of data (6 months) and help from our TA provider, the CoC will be asked to provide input on how best to move forward with distributing ESG-CV2 funds.</p> <p>After a decision is made on what direction we will go for ESG-CV2 funds, an amendment must be submitted to the Con Plan for HUD approval. Sometimes it bounces back and forth until HUD gets what they want. Most likely the ESG portion will be approved as they are guiding the discussion surrounding</p>
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	the funds and I have been following their advice. The point they have been making lately is not to write the amendment so specific that you can not adapt to changes as they arise.
<b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b>	N/A

<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p><b>ESG- CV 1:</b></p> <p>Homeless Prevention: \$765,000</p> <p>Emergency Shelter: \$280,900</p> <p>Administration: \$107,641</p> <p>ESG CV-2 allocation is \$2,901,686.00 to fund the following ESG activities as needed by the state of Wyoming to prevent, prepare, and respond to COVID-19:</p> <ol style="list-style-type: none"> <li>1. Rapid rehousing</li> <li>2. Street outreach</li> <li>3. Emergency shelter</li> <li>4. Homelessness prevention</li> <li>5. Homeless Management Information Systems (HMIS)</li> <li>6. Administrative expenses</li> <li>7. Additional activities allowed by HUD policy, guidance and approved waivers.</li> </ol> <p>This will include an estimated:</p> <p>Homeless Prevention: \$1.924.000</p> <p>Emergency Shelter: \$706.000</p> <p>Administration: \$270.700</p>
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	<b>Describe threshold factors and grant size limits.</b>	N/A
	<b>What are the outcome measures expected as a result of the method of distribution?</b>	<p><b>ESG – CV 1:</b>  820 Persons in Homeless Prevention  132 Households in Rapid Re-Housing  362 persons in Emergency Shelters  115 Persons in Shelter Operations</p> <p><b>ESG CV2:</b>  Number of persons assisted with homeless prevention, rapid re-housing, emergency shelters, and shelter operations.</p>
5	<b>State Program Name:</b>	HOPWA
	<b>Funding Sources:</b>	HOPWA

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>The Wyoming Department of Health is the grantee and project sponsor for the state of Wyoming. The HOPWA program, which is housed in the Communicable Disease Unit of the Public Health Division, is responsible for providing housing services to HIV-positive individuals across Wyoming and working with case management sites located mostly in public health nursing offices.</p>
<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>The Wyoming Department of Health does not award HOPWA funds to sub-recipients, and administers the uses of this funding directly. Project sponsors are not currently used within the Wyoming HOPWA program.</p>
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not Applicable</p>

<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not Applicable</p>
<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>The Wyoming Department of Health is the Grantee and Project Sponsor for the State of Wyoming. The HOPWA program, which is housed in the Communicable Disease Unit of the Public Health Division, is responsible for providing housing services to HIV-positive individuals across Wyoming and working with case management sites located mostly in public health nursing offices.</p> <p>Project sponsors are not currently used within the Wyoming HOPWA program.</p>



<b>Describe how resources will be allocated among funding categories.</b>	Not Applicable
<b>Describe threshold factors and grant size limits.</b>	Not Applicable

	<b>What are the outcome measures expected as a result of the method of distribution?</b>	Not Applicable
6	<b>State Program Name:</b>	State of Wyoming HOME Program
	<b>Funding Sources:</b>	HOME

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>The affordable housing goals of the 2019 HOME allocation are based upon the priority of needs laid out in the 2018-22 Consolidated Plan. WCDA has allocated its largest percentage of its 2019 HOME funds towards rental housing development and anticipates supporting 134 households through the new construction of affordable rental housing. This prioritization towards rental housing is also reflected in the WCDA Affordable Housing Allocation Plan.</p> <p>The state’s affordable housing stock continues to age, there is a clear need to fund strategies that provide opportunities to preserve those housing resources already in place. For this reason, WCDA anticipates rehabilitating 20 units of either owner-occupied or rental housing in 2019.</p> <p>The challenges of identifying income qualified households for homeownership projects in the low and very-low income range means WCDA will allocate limited funding to homeownership acquisition strategies. As a result, WCDA anticipates assisting 10 households with HOME funds for the acquisition of affordable homeownership housing in 2019.</p> <p>In sum total, HOME anticipates assisting 164 households with the provision of affordable housing in 2019. According to the moderate growth projections of WCDA’s most recent housing needs assessment, this amount represents approximately 21% of the projected need for the year. However, when considering rental housing unit needs only, WCDA’s proposed creation of 134 units of rental housing meets nearly half of projected annual need.</p>
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<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>Proposed projects will be ranked based on primary and secondary criteria. Where an applicant’s Market Study differs from the current economic statistics available to WCDA, the project may be ranked using the most recent data available to WCDA. Although projects may rank, WCDA reserves the right to add requirements to address any concerns to the Initial Allocation Document, which it may have for the long-term viability of the project.</p> <p>When scoring applications, WCDA will utilize data at the Primary Market Area level.</p> <ol style="list-style-type: none"> <li>1. Housing Needs Characteristics</li> <li>2. Quality of Construction</li> <li>3. Income Levels</li> <li>4. Affordability Levels</li> <li>5. Extended Low-Income Use</li> <li>6. Community Revitalization in Qualified Census Tracts</li> </ol> <p>Secondary:</p> <ol style="list-style-type: none"> <li>1. Project Location</li> <li>2. Project Characteristics</li> <li>3. Sponsor/Applicant Characteristics</li> <li>4. Public Housing Waiting Lists</li> <li>5. Families or Individuals with Children</li> <li>6. Financial Support from Local Sources</li> <li>7. Management Capacity</li> <li>8. Total Project Costs</li> <li>9. Owner/General Partner Equity in Project</li> </ol>
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<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable</p>

<b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b>	Not applicable
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<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>CHDO - Approximately fifteen percent (15%) of the Fiscal Year HOME funding allocation will be set aside for CHDO's. Ten percent of the CHDO set aside may be available to CHDOs for Project Specific Technical Assistance and Site Control Loans for items such as feasibility studies, consulting fees, architectural and engineering fees, etc.</p> <p>CDHO Operating Costs - A CHDO may apply to WCDA for HOME funding for any fiscal year for organizational operating funds in an amount that provides not more than \$50,000 or fifty percent (50%) of the CHDO's organization's total operating expenses, whichever is less, in that fiscal year. No CHDO may receive funding for more than 3 years.</p> <p>Small Rural Project Set-Aside - In Wyoming the HOME funding is allocated through a competitive process from applications received from outside Developers. WCDA does NOT retain any Rental funding to administer projects directly. Thus it is difficult to assure specific geographic distribution as applications are not received until after the Program Plan is approved.</p> <p>HOME/WRAP – The approximate amount of funding set-aside in this category for HOME/WRAP programs is</p> <p>Acquisition / Rehabilitation – Approximately twenty-five percent (25%) of the available funding is set aside for the acquisition and rehabilitation of existing multifamily housing.</p> <p>Open Category – WCDA – The approximate amount of funding set-aside for Direct Administration is outlined in the current Year Summary. This set aside is available for Rental Housing Production programs under which non-profit developers, for-profit developers, Local Governments, and public housing authorities may apply.</p> <p>Administration and Contingency Reserve - Approximately 10% of Fiscal Year HOME allocation will be set-aside for WCDA administrative costs, and for a reserve for project over-runs that cannot be met from other funding sources.</p> <p>After the first round of funding, WCDA reserves the right to re-allocate funds between categories as needed to most expeditiously commit and spend the funding, provided the minimum CHDO set aside is maintained</p>
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<p><b>Describe threshold factors and grant size limits.</b></p>	<p>The following outlines the WCDA’s allocation priorities to maximize state-wide impact and responsible utilization of federal resources.</p> <p>A. WCDA in its sole discretion reserves the right to limit funding to no more than 60% of available credits, HOME, and/or NHTF funds to any one project. WCDA reserves the right to redirect funds within a project between Tax Credits, HOME, TCAP, NHTF and/or other resources available to WCDA which best utilizes the available resources.</p> <p>B. Federal law mandates that, although a proposed development may be eligible for a 9% or a 4% tax credit amount, WCDA may not allocate more credit than is necessary for the financial feasibility of the project and its viability as a qualified low-income housing project throughout the compliance period. Accordingly, WCDA may designate a lesser amount of credits than otherwise permissible, as it solely determines.</p> <p>C. WCDA may designate a project as being in a Difficult Development Area, thereby receiving up to a 30% increase in the Eligible Basis, if the project needs the increase to be financially feasible. See definition of Difficult Development Area in the Current Year Summary Attachment “A” Item “17”.</p> <p>D. Section 102(d) of the 1989 HUD Reform Act requires HUD to certify that any new or additional HUD assistance for a project is "not more than is necessary to provide affordable housing" after taking into account any other governmental support. Therefore, WCDA reserves the right to disclose a project's application information to appropriate Federal, State or Local authorities and take the necessary actions to accomplish the intent of the subsidy layering rules. Projects needing the Subsidy Layering Review may need to be submitted to HUD.</p> <p>E. WCDA will evaluate each proposed Tax Credit project's financial feasibility and its viability at three different times; time of application, time of allocation, and the date the building is placed in service.</p> <p>F. Projects must meet the limitations and restrictions as outlined in the Allocation Plan at each underwriting. Thus, the amount of credit allocated to a project may change at any of these evaluation times.</p> <p>G. HOME and NHTF funding is evaluated in much the same manner as Tax Credits with the exclusion of the proceeds expected to be generated from the sale of tax credits.</p>
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	<b>What are the outcome measures expected as a result of the method of distribution?</b>	WCDA anticipates assisting 164 <del>low-income</del> <u>low-income</u> households as a result of our 2019 planned HOME activities.
7	<b>State Program Name:</b>	State of Wyoming National Housing Trust Fund
	<b>Funding Sources:</b>	HTF

<p><b>Describe the state program addressed by the Method of Distribution.</b></p>	<p>WCDA plans to utilize National Housing Trust Fund (NHTF) funds to address the needs of extremely-low income households, while reserving the majority of HOME funds for 30-80% AMI rental households.</p> <p>The affordable housing goals of the 2019 NHTF allocation are based upon the priority of needs laid out in the 2018-22 Consolidated Plan. Because of this established priority need and the extremely low income (ELI) -income-targeting requirements of the NHTF program, WCDA has allocated 100% of its NHTF funds towards rental housing development and anticipates supporting 134 households through the new construction of affordable rental housing. This prioritization towards rental housing is also reflected in the WCDA Affordable Housing Allocation Plan.</p> <p>The state’s affordable housing stock continues to age, there is a clear need to fund strategies that provide opportunities to preserve those housing resources already in place. For this reason, WCDA anticipates rehabilitating 20 units of rental housing in 2019 with NHTF funds.</p> <p>In sum total, NHTF anticipates assisting 164 households with the provision of affordable housing in 2019. According to the moderate growth projections of WCDA’s most recent housing needs assessment, this amount represents approximately 21% of the projected need for the year. However, when considering rental housing unit needs only, WCDA’s proposed creation of 134 units of rental housing meets nearly half of projected annual need.</p>
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<p><b>Describe all of the criteria that will be used to select applications and the relative importance of these criteria.</b></p>	<p>Proposed projects will be ranked based on primary and secondary criteria. Where an applicant’s Market Study differs from the current economic statistics available to WCDA, the project may be ranked using the most recent data available to WCDA. Although projects may rank, WCDA reserves the right to add requirements to address any concerns to the Initial Allocation Document, which it may have for the long-term viability of the project.</p> <p>When scoring applications, WCDA will utilize data at the Primary Market Area level.</p> <ol style="list-style-type: none"> <li>1. Housing Needs Characteristics</li> <li>2. Quality of Construction</li> <li>3. Income Levels</li> <li>4. Affordability Levels</li> <li>5. Extended Low-Income Use</li> <li>6. Community Revitalization in Qualified Census Tracts</li> </ol> <p>Secondary:</p> <ol style="list-style-type: none"> <li>1. Project Location</li> <li>2. Project Characteristics</li> <li>3. Sponsor/Applicant Characteristics</li> <li>4. Public Housing Waiting Lists</li> <li>5. Families or Individuals with Children</li> <li>6. Financial Support from Local Sources</li> <li>7. Management Capacity</li> <li>8. Total Project Costs</li> <li>9. Owner/General Partner Equity in Project</li> </ol>
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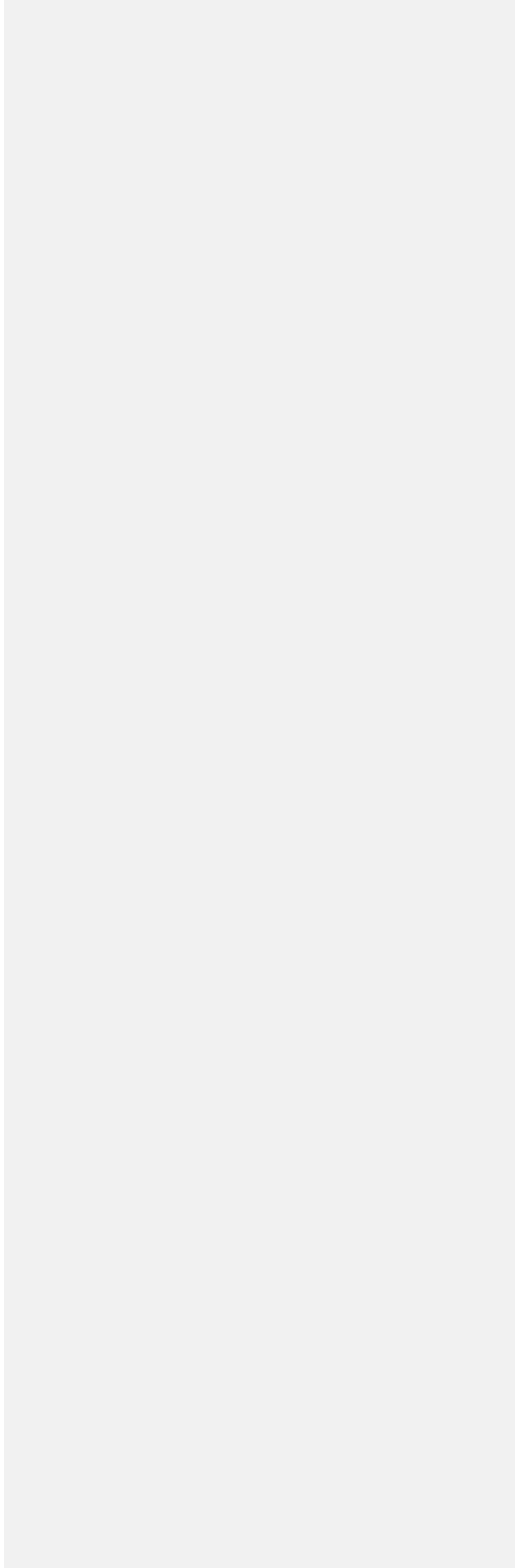
<p><b>If only summary criteria were described, how can potential applicants access application manuals or other state publications describing the application criteria? (CDBG only)</b></p>	<p>Not applicable</p>
<p><b>Describe the process for awarding funds to state recipients and how the state will make its allocation available to units of general local government, and non-profit organizations, including community and faith-based organizations. (ESG only)</b></p>	<p>Not applicable</p>

<p><b>Identify the method of selecting project sponsors (including providing full access to grassroots faith-based and other community-based organizations). (HOPWA only)</b></p>	<p>Not applicable</p>
<p><b>Describe how resources will be allocated among funding categories.</b></p>	<p>The state of Wyoming's Consolidated Plan identifies rental unit production as a priority, specifically calling out the need for additional rental units affordable to extremely low-income large families with children as a high priority for housing. Larger families need larger housing units, however larger units of three or more bedrooms are more expensive to rent. As a result, many times larger families live in overcrowded conditions as well as pay in excess of 30% of their income for rent and utilities.</p>

<p><b>Describe threshold factors and grant size limits.</b></p>	<p>The following outlines the WCDA’s allocation priorities to maximize state-wide impact and responsible utilization of federal resources.</p> <p>A. WCDA in its sole discretion reserves the right to limit funding to no more than 60% of available credits, HOME, and/or NHTF funds to any one project. WCDA reserves the right to redirect funds within a project between Tax Credits, HOME, TCAP, NHTF and/or other resources available to WCDA which best utilizes the available resources.</p> <p>B. Federal law mandates that, although a proposed development may be eligible for a 9% or a 4% tax credit amount, WCDA may not allocate more credit than is necessary for the financial feasibility of the project and its viability as a qualified low-income housing project throughout the compliance period. Accordingly, WCDA may designate a lesser amount of credits than otherwise permissible, as it solely determines.</p> <p>C. WCDA may designate a project as being in a Difficult Development Area, thereby receiving up to a 30% increase in the Eligible Basis, if the project needs the increase to be financially feasible. See definition of Difficult Development Area in the Current Year Summary Attachment “A” Item “17”.</p> <p>D. Section 102(d) of the 1989 HUD Reform Act requires HUD to certify that any new or additional HUD assistance for a project is "not more than is necessary to provide affordable housing" after taking into account any other governmental support. Therefore, WCDA reserves the right to disclose a project's application information to appropriate Federal, State or Local authorities and take the necessary actions to accomplish the intent of the subsidy layering rules. Projects needing the Subsidy Layering Review may need to be submitted to HUD.</p> <p>E. WCDA will evaluate each proposed Tax Credit project's financial feasibility and its viability at three different times; time of application, time of allocation, and the date the building is placed in service.</p> <p>F. Projects must meet the limitations and restrictions as outlined in the Allocation Plan at each underwriting. Thus, the amount of credit allocated to a project may change at any of these evaluation times.</p> <p>G. HOME and NHTF funding is evaluated in much the same manner as Tax Credits with the exclusion of the proceeds expected to be generated from the sale of tax credits.</p>
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<b>What are the outcome measures expected as a result of the method of distribution?</b>	WCDA anticipates assisting a minimum of 45 ELI households as a result of our 2019 planned NHTF activities.
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| **Discussion:**





## AP-35 Projects – (Optional)

### Introduction:

The following project describes the CDBG-CV project overview.

#	Project Name
1	CDBG-CV Project
2	ESG20CV1

Table 9 – Project Information

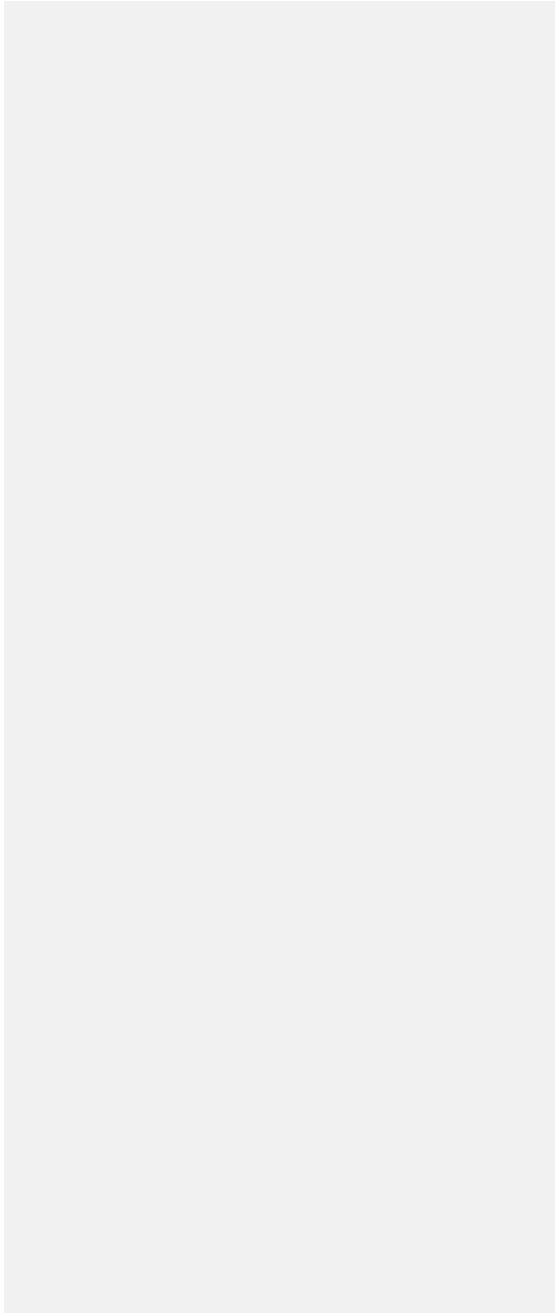
**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	CDBG-CV Project
	<b>Target Area</b>	Statewide
	<b>Goals Supported</b>	Enhance -access to public services Invest in infrastructure and Public Facilities Encourage <del>Economic Residential and Mixed-use Neighborhood</del> Development
	<b>Needs Addressed</b>	Public Facilities Special Needs Populations <del>Economic Development</del> Housing <del>Public Services</del>
	<b>Funding</b>	CDBG-CV: \$5,596,234
	<b>Description</b>	<del>The State</del> WCDAs will fund public service, public facility, <del>and infrastructure activities, -And economic development activities</del> in order to help mitigate the impacts of the COVID-19 pandemic throughout the State.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Public services: 1,500 persons Public facilities: 1, <del>200-400</del> persons <del>Economic development: 3 jobs created/retained-</del>
	<b>Location Description</b>	Statewide

	<b>Planned Activities</b>	The State will fund public service, public facility, <del>and infrastructure activities.</del> <del>And economic development activities in, in</del> order to help mitigate the impacts of the COVID-19 pandemic throughout the State.
2	<b>Project Name</b>	ESG20CV1
	<b>Target Area</b>	Statewide
	<b>Goals Supported</b>	Support efforts to combat homelessness
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	ESG - CV: \$4,055,227
	<b>Description</b>	ESG CV1
	<b>Target Date</b>	9/30/2022
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CV-1 estimate of individuals assisted. An estimate of 820 Families or individuals assisted in Homeless Prevention;132 Households in Rapid Re-Housing; 362 Emergency Shelter clients.
	<b>Location Description</b>	This plan also uses a regional approach to target funding. There are 5 regions that the Wyoming Homeless Collaborative(WHC) adopted based on the recommendation of Dr. Robert Marbut.
	<b>Planned Activities</b>	In order to be responsive to the needs of Wyoming in preparing, preventing, and responding to coronavirus and its impact on people at risk of and experiencing homelessness, Wyoming will routinely reevaluate our funding decisions throughout the period of performance. Consistent with the terms of all subrecipient grant agreements or contracts, Wyoming intends to reprogram ESG-CV funding between all ESG activities or to include additional ESG-CV activities if/when necessaryand HUD approved, based on infection control needs and response efforts related to preventing, preparing and responding to COVID-19.



**AP-40 Section 108 Loan Guarantee – 91.320(k)(1)(ii)**

**Will the state help non-entitlement units of general local government to apply for Section 108 loan funds?**

No

**Available Grant Amounts**

**Acceptance process of applications**

**AP-45 Community Revitalization Strategies – 91.320(k)(1)(ii)**

**Will the state allow units of general local government to carry out community revitalization strategies?**

No

**State’s Process and Criteria for approving local government revitalization strategies**

Not Applicable.

## **AP-50 Geographic Distribution – 91.320(f)**

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

#### ESG

The ESG program has not set aside or reserved dollar amounts of assistance specifically for geographic areas. Grant Funds are allocated and awarded on a competitive basis; a call for applications is publicized annually.

#### HOPWA

WDH does not target assistance to specific geographic areas in the state. Grant funds are allocated based on individual housing and supportive services needs for low-income persons living with HIV/AIDS and their families.

#### HOME:

Due to the small population of the state, approximately 500,000 in total, the WCDA does not prioritize its allocations geographically. The WCDA looks at the state as a whole and uses need in a community as its priority.

However, due to higher costs associated with real estate development in smaller communities, the rural nature of the entire state, and Wyoming's low population, WCDA has a Small Rural Project Set-aside for a portion of our HOME allocation to fund housing projects in towns with populations less than 15,000 that are not within 20 miles of another town with a population over 15,000, and the projects must have 24 or fewer units. We have found a need in smaller towns for affordable housing and we have set-aside funds to encourage development where it is most difficult.

#### NHTF:

WCDA does not target assistance to specific geographic areas of the state, as NHTF funding is awarded on a competitive basis. However, negative points are assessed to projects where funding has been previously awarded during the last four years. In addition, WCDA provides a "small-rural set aside" to those communities with populations less than 15,000 and not within 20 miles of a larger community.

CDBG funding is distributed on application basis. Projects are ranked by severity of need and quality of the project. Those ranking highest are funded. Extremely small communities having populations of less than 10,000 have historically received the largest portion of CDBG funds. Small communities typically

have fewer resources and less capacity to provide services to LMI clients than larger communities.

**NSP Program Income:**

NSP PI funding is distributed according to areas of greatest need identified in the June 2017 NSP Substantial Amendment. The June 2017 Substantial Amendment analyzed the state and identified the areas of greatest need including those areas with the greatest percentage of home foreclosures, those areas with the highest percentage of homes financed by a subprime mortgage and to those areas identified by the grantee as likely to face a significant rise in the rate of home foreclosures. HUD puts the highest priority on the areas with the greatest number of foreclosures. The majority of the funding for the NSP eligible activities will be distributed in the Counties of: Big Horn, Campbell, Converse, Carbon, Fremont, Goshen, Laramie, Lincoln, Natrona, Sweetwater, and Uinta due to the larger number of foreclosed homes in these counties.

**Geographic Distribution**

Target Area	Percentage of Funds
Statewide	100

**Table 10 - Geographic Distribution**

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

**Discussion**



## Affordable Housing

### AP-55 Affordable Housing – 24 CFR 91.320(g)

#### Introduction:

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	140
Rehab of Existing Units	139
Acquisition of Existing Units	5
Total	284

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

#### Discussion:

The State of Wyoming's one year goals include the production of 140 new rental units, 139 rehabilitated rental and homeowner units, and 5 units acquired. These goals will be met through the use of HOME, CDBG, HTF, and NSP-PI funds.

**AP-60 Public Housing - 24 CFR 91.320(j)**

**Introduction:**

Not applicable.

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

Not applicable.

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

Not applicable.

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

Not applicable.

**Discussion:**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.320(h)**

### **Introduction**

This 2019 Annual Action Plan will outline how Wyoming agencies intend to implement Wyoming's strategic plan for reducing and ending homelessness. Greater participation in the Point in Time Count, an annual survey of homelessness in Wyoming communities, made a tremendous difference in assessing Wyoming's homeless population more accurately. Providers hope this level of survey participation will continue to increase; an accurate count of the area homeless population will enable agencies to better assist those in need.

### **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 Wyoming Homeless Collaborative will work toward expanding the supply of housing for homeless persons. Among the approaches to be pursued is to double the Casper's transitional housing capacity for families in need. The Wyoming Homeless Collaborative will use the annual Point in Time Count as a method of reaching out and identifying homeless populations. Referral information will be given to unsheltered people during the count. People will be assessed at that time or as they enter the care system – to the extent of available resources. The Veteran's Administration hosts Stand Down events in Casper and Cheyenne, which provide the opportunity to assess the needs of homeless veterans and refer them to appropriate services and housing entity.

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

Permanent Supportive Housing saw a decline from 69 to 68 that reflect the need to create more affordable PSH options. The Wyoming Homeless Collaborative has established a goal of increasing the permanent supportive housing beds for chronic homeless people from the current 14 to 30 beds in the next 10 years. ESG will continue to focus on the creation of partnerships for developing permanent supportive housing during the next year. The Wyoming Homeless Collaborative has begun to use a unified case management process, Coordinated Entry in several areas of Wyoming, -for working with homeless families within our homeless and youth strategic planning process. The Wyoming Homeless Collaborative has developed a Statewide Coordinated Entry system for achieving a comprehensive case management system among agencies.

#### **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 Wyoming Homeless Collaborative works closely with foster care providers around the state of Wyoming to ensure youth do not become homeless when they age out of the system.

Foster care providers follow specific guidelines that include training and educating foster parents about their responsibilities to youth in their care, and about the "family support" youth would need when they age out of the systems. Next, all of the youth in foster care are required to participate in the Independent Living Program that teaches them how to get and retain a job, sets up internships and job shadows for them, helps with obtaining a GED, teaches budgeting and financial management, assists with renting an apartment, getting a driver's license, and assists with college tuition. The foster care and independent living staff work together in helping youth sign up for college if they choose, perhaps a trade school, or help to successfully transition into the workforce. The Wyoming Homeless Collaborative agencies and foster care staff fully understand that youth that age out of foster care need many extra supports in order for them to continue with a successful transition process out of the foster care system. To summarize, the discharge plan includes guidelines for family support, financial security, a plan and a direction for their future.

**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**

The Wyoming Homeless Collaborative partners with the Wyoming Department of Corrections to assure there are policies and procedures in place to refer individuals to community resources and providers. Resources and referrals include medication provision, primary care medical provider, housing and employment. The procedures have been in place since 2002. The Wyoming Homeless Collaborative works closely with foster care providers around the state of Wyoming to ensure youth do not become homeless when they age out of the system. Foster care providers follow specific guidelines that include training and educating foster parents about their responsibilities to youth in their care, and about the "family support" youth would need when they age out of the systems. Next, all of the youth in foster care are required to participate in the Independent Living Program that teaches them how to get and retain a job, sets up internships and job shadows for them, helps with obtaining a GED, teaches budgeting and financial management, assists with renting an apartment, getting a driver's license, and assists with college tuition. The foster care and independent living staff work together in helping youth sign up for college if they choose, perhaps a trade school, or help to successfully transition into the workforce. The Wyoming Homeless Collaborative agencies and foster care staff fully understand that youth that age out of foster care need many extra supports in order for them to continue with a

successful transition process out of the foster care system. To summarize, the discharge plan includes guidelines for family support, financial security, a plan and a direction for their future.

### **Discussion**

HOME:

WCDA's allocation criteria for distribution of HOME funds awards 2 extra points for a developer's efforts to house the homeless population if 4% or more of the units are set aside for transitioning homeless households. This would include Gross rent under \$200 a month and working with other organizations to provide payment of utilities. At the August 10, 2015 board meeting, WCDA approved an additional point category of up to 15 points for targeting units for household at or below 30% AMI, including homeless households.

Even with the aforementioned incentives in place for producing housing with rents at or below \$200 a month to support homeless households, in past history no projects have taken on the challenge. Thus, WCDA does not anticipate any additional units will be created and set aside specifically for homeless families utilizing HOME funding in 2019.

Up to 10 points are awarded within the "Need" section of the allocation criteria if a developer provides housing for special needs populations identified within the Market Study. Developers must describe in detail the services that will be provided or coordinated for the property's special needs residence and how client outreach will occur.

### **Coordinated Entry**

Wyoming Coordinated Entry began October of 2016 with agencies sharing client information within HMIS. The VI-SPDAT for individuals and family was chosen to be the common assessment and Chronic Homelessness status for prioritization for PSH and RRH housing. The COC, DFS and ESG worked together to create the policies and procedures for Coordinated Entry.

All programs will contribute to the CE process. ESG and CoC funded programs are required to participate in the CE process. Federal Partners such as VA are also required to participate. Participation

for funded agencies will be directly tied to Performance Measures and NOFA funding.

Current Participants are:

- Council of Community Services – ESG funded
- CAPNC – ESG funded and PATH
- VOA – ESG funded and SSVF
- Sweetwater Family Resource Center – ESG funded and PATH
- Recover Wyoming – PATH funded
- Community Action Laramie County – VA funded
- Wyoming 211
- Institute for Community Alliances
- Department of Family Services

**Goals:**

\*Coordinated Entry committee will make contacts to engage more agencies to participate in coordinated entry throughout the state

\*Expand to Homeless Youth population

\*Expand to Homeless Prevention services

\*Seek funding to have an entity to manage the coordinated entry project

**AP-70 HOPWA Goals – 91.320(k)(4)**

<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	30
Tenant-based rental assistance	20
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	5
<b>Total</b>	<b>55</b>

## **AP-75 Barriers to affordable housing – 91.320(i)**

### **Introduction:**

As found in the 2018-2022 Consolidated Plan, the primary barriers to affordable housing are the cost of land, labor and materials. In addition, public input indicated the barrier if NIMBYism in the State.

### **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 State has little control over the market forces that act as primary barriers to affordable housing. However, the WCDA has structured the ranking criteria for HOME, NHTF and LIHTC to reward developers that are able to provide quality housing for less money.

### **Discussion:**

WCDA awards extra points to applications which actively seek to reduce barriers to affordable housing. These examples listed below are strategies that have been utilized by local jurisdictions to promote affordable housing. The list is not exhaustive:

A proposal will receive up to 5 points if the community is actively reducing barriers associated with Affordable Housing i.e.:

1. Reducing or waiving fees or real estate tax concessions for Affordable Housing.
2. Within the last year the Jurisdiction has convened or funded comprehensive studies, commissions, or hearings, or has established a formal ongoing process, to review, the rules, regulations, development standards and processes of the jurisdiction to assess their impact on the supply of Affordable Housing.
3. Within the last year the Jurisdiction has initiated regulatory reforms as a result of the above.
4. Jurisdiction has a single consolidated permit application process for housing development that includes building, zoning, engineering, environmental and related permits or “fast track” permitting and approvals for all affordable housing projects.
5. Reduction or waiver of parking or green space requirements for all affordable housing developments.
6. The jurisdiction has funded, directly or through partnerships, comprehensive studies of current and estimated housing needs taking into account the anticipated growth of the region, for existing and



future residents, including low-, moderate-, and middle-income families for at least the next five years.

7. Lower cost land development requirements for Affordable Housing developments, i.e. higher density, narrower streets, sidewalks on only one side of the street etc.

## **AP-85 Other Actions – 91.320(j)**

### **Introduction:**

ESG opens its application process once a year. It is anticipated all funding will be allocated this year.

CDBG funds are allocated every year. Each year the program is assessed to determine needs for the state. There is generally one round of applications accepted each program year which exhausts available funding.

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

All of the activities which will be funded under the State of Wyoming's CDBG, HOME, HTF, and ESG Programs will address obstacles to meeting underserved needs. The State has conducted online needs assessment survey through the WBC, and will be using the information gathered to help identify and respond to underserved needs as they arise in the community.

The WBC continually provides technical assistance and planning resources to help communities engage in comprehensive planning, downtown master planning, business development planning, and market studies. In addition, the WCDA's Community Pride & Revitalization (CPR) Program is designed to allocate resources to cities, towns, and counties that have created a volunteer-based, homeowner rehabilitation program. The funds are used for materials and supplies and are allocated based on a community match. WCDA matches dollar for dollar the amount the applicant is willing to commit to the program. Communities are making a difference with CPR funds by utilizing volunteer labor to provide much needed renovations like window and door replacements, painting, and roofing for extremely low-income, elderly, and other underserved homeowners.

Wyoming programs funded by HUD are administered by independent state agencies; funds are used and distributed based on the policies of each agency. The agencies participated in two public hearings in preparation for the 2019 AAP and communicate regularly to insure all the agencies can work together to serve underserved families and person who are low- to moderate-income and extremely poor, have cognitive, physical and or mental disabilities or impairments, including frail elderly persons.

**ESG:** ESG 2019 competition for funding placed an emphasis on funding efforts to prevent homelessness, capture accurate data with HMIS, participate in the CoC and collaborate within projects and communities. DFS had identified homeless prevention as an underserved population throughout Wyoming.

**HOPWA:** The Wyoming Department of Health is the Grantee and Project Sponsor for the State of Wyoming. The HOPWA program, which is housed in the Communicable Disease Unit of the Public Health Division, is responsible for providing housing services to HIV-positive individuals across Wyoming and

working with case management sites located mostly in public health nursing offices.

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

**HOPWA**- The HOPWA program requires case managers to meet with clients at least twice a year to assess housing and care needs.

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

All ESG applicants are required to inspect housing for lead-based paint hazards. This includes emergency shelters and potential housing units. This has been emphasized in the 2019 application format. Monitoring inspections conducted this year will include this on their inspection list. The HOPWA program completes a housing quality standard inspection on all TBRA properties. The WBC does not use CDBG funds for housing rehabilitation thus does not address lead-based pain in terms of housing.

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

**HOPWA** - The HOPWA program uses the income eligibility as set forth by HUD. Seventy-three percent of enrolled HOPWA clients are considered low or extremely low income by HUD standards. Many HIV-infected clients who are willing to work are unable to do so because of their health. Case managers work closely with clients to find employment when they are healthy enough to work.

**CDBG** is available to fund housing infrastructure for low-to-moderate-income housing for families. Further, CDBG funds may be used for ADA, job creation and other community development projects.

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

**ESG** - Policies and procedures related to monitoring. CoC and ESG grantees are required to adhere to HUD standards, evaluated with onsite inspections/ project review.

**HOPWA** - WDH has developed guidance for Case Managers based on funding policy set forth by HUD and STRMU documents written by HUD. The guidance documents are reviewed each year to assure that they are maintaining with current federal guidelines.

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

**ESG** - A Department of Family Services staff member who works primarily with the Emergency Solution Grant and the CoC has been designated as the person who will conduct inspections and monitor agencies receiving ESG funds during 2019. An inspection form was revised using information from Hud

Exchange and Hud Technical Assistance. Inspections for ESG grantees began in Fall 2017.

In addition, monitoring of ESG expenditures by the sub-recipients has been revised for 2019. The subrecipients are now required to include receipts showing expenditures on their monthly reports. Without these receipts, no reimbursement will be issued. Mandatory data quality reports and Capers are submitted by each sub recipient on a quarterly basis. Coordinated Entry participation is also required.

**CDBG** - The WBC has been in the lead of developing a housing toolbox. It is comprised of all housing authorities, realtors, social service agencies, state agencies, developers and many more. This communication forum is working very well to develop creative solutions to housing issues and to enhance communication generally between all the stakeholders.

The CoC provides learning opportunities and programs for grant recipients through their quarterly state-wide meetings and participation with the Wyoming Chapter of National Association of Housing and Redevelopment Officials. These meetings enhance coordination among governmental and private agencies through training, opportunities to work on specific topics, resolve issues, and discuss collaborative possibilities.

**HOPWA** - The HOPWA program case managers are very knowledgeable and aware of local agencies and partners when a client in their community is in need of housing or any other supportive service. A required annual case manager training is held to provide program updates and increase coordination.

**Discussion:**

**Broadband** - As seen in the State's 2017 Community Needs Survey, broadband and Connectivity are a high priority for the State of Wyoming. During the 2018 Legislative Session Governor Mead signed into law a bill creating the Wyoming Broadband Development program. Among the requirements for the program, the WBC, along with the newly-formed Broadband Advisory Council is charged with adopting a broadband enhancement plan by ~~September~~September 1. The plan will establish priorities and objectives to meet Wyoming's goal of promoting the expansion of access to high-speed broadband service in unserved areas of the state.

The program emphasizes cities, towns, counties and tribal governments working with the private sector to identify needs and find solutions. This cooperative approach best positions Wyoming to efficiently expand broadband services to more areas. WBC staff will be working with the recently hired Broadband Manager and the Broadband Advisory Council to expand and strengthen broadband services in Wyoming. The effort will include guiding the mapping and inventorying of current broadband coverage,

and then building public-private partnerships to fill the funding gaps that prevent optimal coverage across the state. Staff will encourage consideration of broadband infrastructure in new and majorly rehabilitated multifamily housing developments when feasible.

**Resilience** – In recognizing the prevalence and impact of natural disasters on the State of Wyoming and its citizens, the State will continue to evaluate the threat of natural disasters and promote resilience. The Wyoming State Mitigation Plan (2016-2021) assesses the natural disaster risks in the State and presents a mitigation strategy. This plan outlines the following strategy:

- **Goal 1:** Strengthen public infrastructure
- **Goal 2:** Improving state and local mitigation capabilities
- **Goal 3:** Reduce economic losses due to hazard events
- **Goal 4:** Reduce state and local cost of response and recovery

The State will continue to fund necessary infrastructure programs and will direct funds towards disaster recovery in the event of a declared disaster. In the event of a declared disaster in the State of Wyoming, the State may choose to redirect funds from the priorities established in this plan. In order to expedite the delivery of services, the State may waive the traditional 30-day public review when responding to emergency requests.

### **Fair Housing**

The State identified several fair housing goals as part of its assessment of fair housing, conducted in 2017. These goals are listed below:

1. Promote Development of Affordable Housing Units in the State.
2. Promote equitable access to credit and home lending
3. Increase the supply of housing units accessible to residents with disabilities.
4. Designate an agency to serve as the enforcing authority for the Wyoming Fair Housing Act.
5. Reduce Discrimination in Rental Market
6. Reduce NIMBYism and restrictive building codes and practices in rural areas of Wyoming

The State is using CPD funds to address goal 1: Promote Development of Affordable Housing Units in the State during FY 2019 through the Action Plan Goal 1: Promote Development of Affordable Housing

Units. In addition, the State requires CDBG recipients follow fair housing practices, as an element of the application process. Similarly, ESG applicants are monitored to ensure they comply with fair housing practices.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.320(k)(1,2,3)

#### Introduction:

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

##### Reference 24 CFR 91.320(k)(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.	94.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.320(k)(2)

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

WCDA leverages non HUD funds from three sources. Other forms of assistance used to help meet the goals in the Annual Action Plan include Low Income Housing Tax Credits and the Single Family

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Tax Exempt Bond program administered through WCDA, and the National Housing Trust Fund.

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

WCDA's HOME homeownership program is called WRAP and the activity is subject to recapture provisions. Under HOME recapture rules, the original HOME-assisted homebuyer is not required to sell the home to another low-income homebuyer. Rather, WCDA's recapture model allows the homebuyer to receive 100% of the net available proceeds after the outstanding principal balance on the mortgage loan for the HOME investment has been paid back to WCDA. The repayment of the principal balance funds are then received by WCDA as Program Income.

The recapture provision is disclosed to the homebuyer in clear language in the WRAP HOME mortgage. It is disclosed again, in writing, in the WRAP HOME note. Approximately two weeks prior to closing on the sales transaction, WCDA personnel conduct a "Document Review" session with the homebuyer. All documents, including those that contain the recapture provision, are reviewed in detail and homebuyers are encouraged to ask questions to ensure they understand the complex transaction they are entering into. The homebuyer also attends an 8 hour HUD approved homebuyer education course.

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

Any HOME homeownership activity available under the Wyoming HOME program is subject to resale or recapture provisions. To ensure a fair return to the homebuyer based on economic conditions as well as the condition of the home, the homebuyer will receive the balance of the net available proceeds after the entire HOME investment has been repaid. The length of the homebuyer's affordability period is determined by the amount of assistance provided, but will comply with the following at a minimum:

Less than \$14,999 5 years

\$15,000-\$40,000 10 years

Over \$40,000 15 years

If the homebuyer fails to occupy the property as their primary residence, or sells, transfers or



otherwise disposes of the property during the affordability period, WCDA will require repayment of the HOME assistance. Residency of the property is verified on an annual basis, using "Do Not Forward" postal cards mailed to the residence in the homebuyer's name.

The recapture requirement must be stipulated in a lien document separate from the mortgage, which must be recorded. These recapture provisions will be achieved by having the following language in the note and separate lien document, which is recorded in county records; "In the event of a sale (whether voluntary or involuntary) of the Property subject to the Mortgage, Borrower may be relieved from the obligation to pay a portion of amount due under this NOTE, including Principal, only if the deficiency from the sale results from an economic condition or factors beyond the Borrower's control and not caused by the Borrower, such as unforeseen destruction or damage to the property and in the following, limited circumstance: If the net proceeds from the sale (net proceeds means the sale price minus closing costs of the sale) are not sufficient to pay all late charges, expenses, fees (including attorney's fees) and any other charges plus the entire Interest and Principal amount then due, payment of the net proceeds resulting from the sale to Lender will constitute payment in full of this NOTE and borrower shall be released from liability for any further payment. Provided, however, that if the sale is voluntary, the amount of the sale price must be equivalent to a price that unrelated, willing buyers and sellers would agree upon according to real estate market conditions that exist at the time and place of sale, otherwise Borrower shall not be released from liability for any further payment, unless otherwise agreed by Lender."

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

WCDA does not plan to use HOME funds to refinance existing debt which is tied to properties which were previously rehabilitated with HOME fund.

**Emergency Solutions Grant (ESG)  
Reference 91.320(k)(3)**

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

Written Standards included as an attachment.

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

Wyoming Homeless Collaborative, WHC, began a pilot program July of 2016 in selected communities. In 2017 the ESG and CoC grantees were informed that grant recipients must participate in Coordinated Entry. Wyoming's HMIS lead is training all HMIS users on WHC's

Statewide Coordinated Entry system. WHC members' user group meets weekly to review the priority list. Continued provider education and participation will be a strong focus for the WHC this year. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

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

ESG RFA process is open to all non profit organizations meeting threshold. Applications are read and scored by a committee of CoC members that are not eligible applicants. The Committee scores and ranks each application based on criteria established annually.

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

Currently, as of 2017, there are three formerly homeless individuals are on the Continuum of Care, WHC, Board of Directors. Their presence on the board meets the citizen participation requirement.

5. Describe performance standards for evaluating ESG.

Attached.

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.320(k)(5)**

1. How will the grantee distribute its HTF funds? Select all that apply:
2. If distributing HTF funds through grants to subgrantees, describe the method for distributing HTF funds through grants to subgrantees and how those funds will be made available to state agencies and/or units of general local government. If not distributing funds through grants to subgrantees, enter "N/A".

See attached HTF 2 below.

3. If distributing HTF funds by selecting applications submitted by eligible recipients,
  - a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

All recipients of Tax Credit, HOME and/or NHTF funding must meet the following definition:

Recipient means an organization, agency, or other entity (including a public housing agency, or a for-profit entity or a nonprofit entity) that receives Tax Credit, HOME and/or HTF assistance from a grantee as an owner or developer to carry out a Tax Credit, HOME and/or HTF-assisted project. A recipient must:

1. Make acceptable assurances to the grantee that it will comply with the requirements of the Tax Credit, HOME and/or HTF program during the entire period that begins upon selection of the recipient to receive funds, and ending upon the conclusion of all funded activities;
2. Demonstrate the ability and financial capacity to undertake, comply, and manage the eligible activity;
3. Demonstrate its familiarity with the requirements of other Federal, State, or local housing programs that may be used in conjunction with Tax Credit, HOME and/or HTF funds to ensure compliance with all applicable requirements and regulations of such programs; and
4. Have demonstrated experience and capacity to conduct an eligible activity as evidenced by its ability to:
  - a. Own, construct, or rehabilitate, and manage and operate an affordable multifamily rental housing development OR
  - b. Design, construct, or rehabilitate, and market affordable housing for homeownership; and
  - c. Provide forms of assistance, such as down payments, closing costs, or interest rate reductions for purchasers.

b. Describe the grantee's application requirements for eligible recipients to apply for HTF funds. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

ALL projects applying for NHTF funds must comply with all pertinent aspects of the Wyoming Community Development Authority Affordable Housing Allocation Plan (Allocation Plan). This includes compliance with 24 CFR Part 93 as detailed in the WCDA NHTF Program Description (Allocation Plan Current Year Summary Attachment "1"). The Developer will certify that housing assisted with NHTF funds will comply with all NHTF requirements.

All projects receiving HOME funds, NHTF funds, and/or an allocation of Section 42 Tax Credits will be responsible for indemnifying WCDA in the event HUD and/or Treasury enforce any type of recapture or

other penalties on the project.

See attachment below (HTF-3)

c. Describe the selection criteria that the grantee will use to select applications submitted by eligible recipients. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See attachment Below (HTF-3)

d. Describe the grantee's required priority for funding based on geographic diversity (as defined by the grantee in the consolidated plan). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Wyoming has not set specific geographic areas in which assistance will be directed over the coming year. However, as more and more affordable housing units are developed, it is becoming increasingly more important to target these funds to the areas of the greatest need. Applicants for funding will need to show that there is a demand for the type and price of unit they are proposing. WCDA will be utilizing the Wyoming Housing Database Partnership Reports (Semiannual Profiles, Housing Conditions Report & Forecasts) for comparison to the Developers own information. While the WCDA continues to recognize need as the primary driver of housing within any given community and maintains scoring that reflects this principle, a scoring category for geographic distribution is included in the allocation plan. This category will help ensure that affordable housing resources are distributed throughout the state and no one community shall benefit disproportionately to the rest of the state. The WCDA provides a list of funded projects by community on its web-site for its housing programs.

e. Describe the grantee's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See attachment below (HTF-3)

f. Describe the grantee's required priority for funding based on the extent to which the rental project has Federal, State, or local project-based rental assistance so that rents are affordable

to extremely low-income families. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

Points will also be awarded taking into consideration the type and amount of financing (conventional vs. subsidized) and evaluating the present value of subsidies used.

b. Private-Public Partnerships (Maximum 10 points)

To encourage private sector financing up to 10 points will be awarded for projects that have non- WCDA and non-subsidized private financing as a portion of the permanent financing package. Applications will be awarded 0.5 points for every percentage of private financing in the deal (not counting developer contribution). For example, an application with 10% private financing will receive 5 points in this category.

c. Subsidy (Up to a Negative 200 points)

Projects requesting tax credits that exceed the total per unit Eligible Basis or projects where all subsidy sources exceed the limits published by WCDA in the Current Year Summary Attachment "A", will receive a negative 10 to 200 points. Projects with subsidy exceeding limits will receive negative 10 pts per every 1% over subsidy limit.

d. Other Supportive Financing (Maximum 5 points)

Projects with other committed Below Market Interest Rate Permanent Financing will receive up to 5 points. (i.e. USDA Rural Development – Rural Housing Service, other first mortgage private financing, etc.)

g. Describe the grantee's required priority for funding based on the financial feasibility of the project beyond the required 30-year period. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See attachment below (HTF-3)

h. Describe the grantee's required priority for funding based on the merits of the application in meeting the priority housing needs of the grantee (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations). If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

See attachment below (HTF-3)

i. Describe the grantee's required priority for funding based on the extent to which the application makes use of non-federal funding sources. If not distributing funds by selecting applications submitted by eligible recipients, enter "N/A".

**SUPPORT OR CONTRIBUTIONS FROM LOCAL SOURCES (Maximum 35 points)**

A proposal will receive up to 35 points for financial support or contributions from local sources derived from non-federal sources (i.e. donated real estate, labor, materials, cash, or waiver of local fees etc.), which results in reduced project costs and reduced federal subsidy only to the extent that the project costs do not exceed the maximum costs outlined in Section 8 below and are above any required amounts from other sources (i.e. HOME Match requirement). In order to receive points, documentation from the provider of the Financial Support must be provided showing award and specifics of the Financial Support (i.e. Grant award notification, firm commitment of Below Market Interest Rate loan).

4. Does the grantee's application require the applicant to include a description of the eligible activities to be conducted with HTF funds? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

5. Does the grantee's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements? If not distributing funds by selecting applications submitted by eligible recipients, select "N/A".

**6. Performance Goals and Benchmarks.** The grantee has met the requirement to provide for performance goals and benchmarks against which the grantee will measure its progress, consistent with the grantee's goals established under 24 CFR 91.315(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

**7. Maximum Per-unit Development Subsidy Amount for Housing Assisted with HTF Funds.**

Enter or attach the grantee’s maximum per-unit development subsidy limits for housing assisted with HTF funds.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME’s maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME’s maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

Maximum NHTF Subsidy per unit - Rental Units

# Bedroom Per Unit Limit

0 \$100,000

1 \$115,000

2 \$140,000

3 \$180,000

4 \$199,000

The limits must be adjusted for the number of bedrooms and the geographic location of the project. The limits must also be reasonable and based on actual costs of developing non-luxury housing in the area.

If the grantee will use existing limits developed for other federal programs such as the Low Income Housing Tax Credit (LIHTC) per unit cost limits, HOME's maximum per-unit subsidy amounts, and/or Public Housing Development Cost Limits (TDCs), it must include a description of how the HTF maximum per-unit development subsidy limits were established or a description of how existing limits developed for another program and being adopted for HTF meet the HTF requirements specified above.

**8. Rehabilitation Standards.** The grantee must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The grantee's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The grantee must attach its rehabilitation standards below.

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

This section of WCDA's Federal Programs Rehabilitation Standards for Housing is intended to provide additional detail for the minimum acceptable standards for existing household dwelling units rehabilitated in whole or in part with HOME, NSP or National Housing Trust Fund (NHTF) program funds in Wyoming. Any reference in this document to "rehabilitation" is meant to include rehabilitation of existing housing and redevelopment of existing non-residential building(s) which create new multifamily or single family housing. These standards are not intended to reduce or exclude the requirements of any local or state building or housing codes, standards, or ordinances that may apply. In the event of any conflicting code(s), the more restrictive code(s) will apply. Housing rehabilitated with HOME, NSP, or



NHTF assistance must meet all applicable State and local codes, ordinances, and requirements or, in the absence of a State or local building code, the International Existing Building Code of the International Code Council.

These standards were designed to assist in achieving consistency throughout the state for all rehabilitation activities funded with HOME, NSP, or NHTF funds. These standards assume that a knowledgeable inspector will thoroughly inspect each dwelling to verify the presence and condition of all components, systems, and equipment within the dwelling. All components, systems, and equipment of a dwelling referenced in this document shall be in good working order and condition and be capable of being used for the purpose for which they were intended and/or designed. Components, systems and/or equipment that are not in good working order and condition shall be repaired or replaced. When it is necessary to replace items (systems, components, or equipment), the replacement items must conform to these standards. These standards also assume that the inspector will consider any extraordinary circumstances of the occupants of the dwelling (e.g., physical disabilities) and reflect a means to address such circumstances in their inspection and in the preparation of project specifications for that dwelling.

See attachment below (HTF-8)

**9. Resale or Recapture Guidelines.** Below, the grantee must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

N/A

**10. HTF Affordable Homeownership Limits.** If the grantee intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the grantee will not use HTF funds to assist first-time homebuyers, enter "N/A".

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the grantee must not limit or give preferences to students. The grantee may permit rental

housing owners to limit tenants or give a preference in accordance with § 93.303(d)(3) only if such limitation or preference is described in the action plan.

N/A

**12. Refinancing of Existing Debt.** Enter or attach the grantee’s refinancing guidelines below. The guidelines describe the conditions under which the grantee will refinance existing debt. The grantee’s refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the grantee will not refinance existing debt, enter “N/A.”

N/A

**Discussion:**