PORTAGE

A Natural Place to Move

HUMAN SERVICES BOARD

February 4, 2016

CITY OF PORTAGE HUMAN SERVICES BOARD

A G E N D A

Thursday, February 4, 2016
(6:30pm)

Conference Room #1

CALL TO ORDER

ROLL CALL

APPROVAL OF MINUTES:

* January 21, 2016

OLD BUSINESS:

* 1. Public Hearing 2016-2020 Consolidated Plan – Needs Assessment and Market Analysis – Community Development Director Vicki Georgeau

NEW BUSINESS:

* 1. FY 2016-17 Human/Public Service Application Review – Woodin

2. Kalamazoo Transit Authority LAC update- Maye

STATEMENT OF CITIZENS:

ADJOURNMENT:

MATERIALS TRANSMITTED

Star (*) indicates printed material within the agenda packet.

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting January 21, 2016

CALL TO ORDER: 6:30 p.m.

MEMBERS PRESENT: Diane Durian, Effie Kokkinos, Ray LaPoint, Elma (Pat) Maye, Nadeem Mirza, Edward Morgan, Fiorella Spalvieri, Amanda Woodin, and Lindy Nebiolo, Youth Representative

MEMBERS UNEXCUSED: Sandra Sheppard

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist and Vicki Georgeau, Director of Community Development

CITIZENS PRESENT: Martha Dahlinger and Thom Phillips

APPROVAL OF MINUTES: Morgan moved and Maye supported approval of the minutes as written. Motion passed 8-0.

NEW BUSINESS:

1. Public Hearing 2016-2020 Consolidated Plan – Needs Assessment – Community Development Director Georgeau: Wooden opened the public hearing Director Georgeau presented an overview of part 1 of the Needs Assessment for the 2016-2020 Consolidated Plan. Summary information provided included the purpose and requirements of the Consolidated Plan, the Annual Action Plan and Fair Housing Assessment components, the development process, and data used in the plan, such as American Community Survey (ACS) data generated by the Census Bureau and Comprehensive Affordability Housing Strategy (CHAS) data, which is special data tabulated by the Census Bureau for the U.S. Department of Housing and Urban Development (HUD) for Comprehensive Planning purposes. Georgeau noted the CHAS data utilized for the plan is generally 2007-2011 estimated data and is the most current available and required by HUD for the analysis. Detailed information was then provided regarding demographics, with specific information provided on low-moderate income households and neighborhoods, housing problems, housing cost burden and disproportionate needs for specified race and ethnic groups. Georgeau explained next steps in the plan process and recommended that the public hearing be adjourned so that part 2 of the Needs Assessment and the Market Analysis could be finalized (which has been delayed due to data problems with the HUD-required E Con Planning Suite software). Mirza requested clarification on the CHAS data and indicated 2007-2011 is old data and represents a time frame when there was a significant economic downturn. Georgeau agreed with Mirza's comment but noted that data that breaks down housing needs by income and type of households is not available through standard Census data and the HUD CHAS data is specifically required for the Consolidated Plan. Georgeau noted that city staff will attempt to use more current ACS data for comparison purposes to the older CHAS data where appropriate and available. Woodin asked which data is used to determine the city's CDBG entitlement grant. Georgeau indicated HUD uses population, poverty rates and age of housing data to determine the entitlement grant and for FY 2016-17, the data used will be 2009-2013 ACS data. Thom Phillips, of Michigan Habitat for Humanity and Portage resident, inquired as to when the Market Analysis would be available for public review and comment. Georgeau clarified that part 2 of the Needs Assessment and the Market Analysis will be included in the next Board agenda and presented at the February 4, 2016 meeting. Durian made a motion to close the public hearing and adjourn it to the February 4, 2016 meeting, Mirza supported. Motion passed 8-0.

2. Human/Public Service Grant – Memo Regarding Funding Summary Forms and Board Scoring - Woodin: A brief discussion occurred regarding scoring/ranking the applications. As not all Board members had completed their review, it was requested that scores be submitted to Money by Monday, January 28,

2016. LaPoint reiterated that the scores were used to help establish application ranking – which would be voted on at the next meeting. During the meeting in March, the Board would decide on applicant funding levels based on rank.

3. Kalamazoo Transit Authority LAC update - Maye: Maye indicated that the expanded bus services would begin in September including Sunday service and late night service on some routes. Ridership was down in November and December, which is typical, but overall ridership was up for 2015.

STATEMENT OF CITIZENS: Martha Dahlinger, member of the Environmental Board and Portage resident, stated that while Portage was a welcoming place, the bus system was not, due to the lack of shelters and bus stops in inconvenient locations. Ms. Dahlinger suggested that businesses become more involved in the bus routes, bus stop locations, and in erecting and maintaining shelters. Both staff and the Board provided information regarding the bus system including: additional bus shelters were planned countywide including two new ones in Portage; existing bus shelters were being brought into compliance with the American with Disabilities Act, and once that was completed then new shelters would again become a priority; that a bus would stop at any time along the bus route and not just at assigned bus stops; and that some businesses do clean garbage and otherwise help maintain bus stops and shelters. LaPoint added that the Board had previously discussed with Kalamazoo County Transit Authority (KCTA) Executive Director Sean McBride the option of bus shelter donations, and that donated shelters were reportedly problematic because KCTA had to budget for shelter upkeep and replacement. LaPoint stated that the Board would continue to work on bus routes, shelters, and increasing ridership with KCTA.

ADJOURNMENT: There being no further business of the Board, Maye moved and Kokkinos supported adjournment of the meeting at 7:35 p.m. Motion passed 8-0.

Respectfully Submitted,

Elizabeth Money,
Neighborhood Program Specialist

DRAFT

CITY OF PORTAGE **COMMUNICATION**

TO: Human Services Board **DATE:** January 29, 2016

FROM: Vicki Georgeau, Director of Community Development

SUBJECT: Community Development Block Grant – Consolidated Plan Needs Assessment and Market Analysis

Attached is part 2 of the Needs Assessment and the Market Analysis for the Community Development Block Grant (CDBG) Program Consolidated Plan update.

Part 2 of the Needs Assessment provides further data regarding the needs of low-moderate income households within the community, with an emphasis of housing needs of public housing residents, homeless persons, non-homeless special needs persons, and non-housing community development needs. The Market Analysis provides detailed information regarding the trends in housing, cost and condition of housing, and the availability of housing to meet identified needs for low-moderate income residents, public housing residents, and homeless and non-homeless special needs persons.

Staff will be available at the public hearing scheduled for Thursday, February 4, 2016 to provide an overview of this data.

Attachment: CDBG Program Consolidated Plan Needs Assessment – Part 2 and Market Analysis

NA-35 Public Housing – 91.205(b)

Introduction

The City of Portage does not have a Public Housing Authority and has no public housing units. Furthermore, Kalamazoo County does not have a Public Housing Authority (PHA) and therefore, the Michigan State Housing Development Authority (MSHDA) serves as the PHA for Kalamazoo County. In 2002 however, Kalamazoo County did establish a Public Housing Commission (PHC), and subsequently established a locally-funded Local Housing Assistance Fund (LHAF) that provided: 1) rental housing subsidies for extremely low-income households; 2) homelessness prevention assistance; 3) created an endowment to provide future funding for the LHAF; and 4) leveraged state and federal funding to provide housing for chronically homeless persons, homeless households and women in recovery. In 2008, the City of Portage awarded the PHC a $100,000 grant from its General Fund to assist with the provision of affordable rental housing. While local funding for the LHAF had been nearly depleted, in November 2015, a six-year county-wide Local Housing Assistance Fund Millage was passed that will provide an estimated $800,000 annually to provide temporary financial housing assistance to county residents, including those residing in the City of Portage. Kalamazoo County voters passed the millage by a 56% margin, while City of Portage voters passed the millage by a 58% margin.

In addition to the programs administered by the Kalamazoo County PHC noted above, MSHDA administers rental subsidies and Housing Voucher programs (previously referred to as Section 8) within Kalamazoo County. The following text provides a brief description of the types of public housing and vouchers typically available through a PHA:

- Certificate: The Section 8 Rental Certificate Program (now known as Housing Choice) provides affordable housing for very low-income households choosing to live in privately owned rental housing. The PHA pays the landlord the difference between 30% of the household's adjusted income and the unit's rent.
- Mod-Rehab: The moderate rehabilitation program provides project-based rental assistance for low-income families and assistance is limited to properties previously rehabilitated pursuant to a housing assistance payment (HAP) contract between and owner and a PHA.
- Public Housing: Public Housing are those properties owned and operated by a PHA.
- Vouchers: Most vouchers are tenant-based "portable" housing subsidies that permit recipients to seek qualified housing anywhere within the county. Vouchers can also be project-based, meaning they are assigned to a specified affordable housing development. In addition to tenant-based and project-based vouchers, the following additional voucher programs are administered by PHAs:
    - Veteran Affairs Supportive Housing: These vouchers combine rental assistance with case management and clinical services by the U.S. Department of Veteran Affairs.
    - Family Unification Program: These vouchers are allocated through a competitive process and are focused on assisting low-income families.
    - Disabled: There vouchers are for non-elderly disabled, nursing home transition, and mainstream 1-year and 5-year households.

As indicated above, there are a number of different public housing options and voucher programs available through PHAs. In Kalamazoo County, because there is no PHA, there are no public housing units. Instead, public housing assistance is provided solely through vouchers that are allocated based

on household income with eligibility derived from a waiting list, while others are allocated specifically to homeless persons/households and veterans, while others are tied to specific developments. As of December 2015, there were 1,057 vouchers utilized in Kalamazoo County: 955 Housing Choice Vouchers and 102 Project Based Vouchers. Of these vouchers, 78 were leased within Portage at scattered sites: 55 within apartments, 12 within townhouses and 11 within single-family homes. There are no project-based vouchers within Kalamazoo County.

HUD requires an evaluation of detailed data on the characteristics of public housing residents. As noted above, MSHDA is the PHA for Kalamazoo County. However, data is only readily available for public housing residents on a state-wide basis. The following data tables provide data regarding public housing and vouchers administered by MSHDA on a state-wide basis, which can be helpful in estimating the needs of public housing residents within Kalamazoo County.

Table 25 indicates that the vast majority of public housing is provided via voucher programs in comparison to public housing owned and operated by a PHA.

Table 25: Public Housing by Program Type - Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled*
# of units vouchers in use	0	344	0	23,858	898	22,453	318	0	113

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition
Data Source: PIC (PIH Information Center)

Characteristics of Residents

As shown in Table 26, the average household income of public housing residents ranges from $8,236 to $10,907. The average household size ranges from 1-2 persons and the household incomes for public housing residents are within the very low income category. The average length of stay for public housing residents ranges from 1-6 years, with tenant-based voucher holders having the longest length of stay. Of public housing residents who were homeless at admission, the largest group of such residents have vouchers administered by the Veterans Administration. The data also indicates there were 8,327 disabled families, which is approximately 35% of all families utilizing

public housing.

Table 26: Characteristics of Public Housing Residents by Program Type

	Program Type							
				Vouchers				
							Special Purpose Voucher	
	Certificate	Mod-Rehab	Public Housing	Total	Project based	Tenant based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	$8,236	0	$10,907	$8,600	$10,983	$9,522	0
Average length of stay	0	3	0	6	1	6	0	0
Average Household size	0	1	0	2	1	2	1	0
# Homeless at admission	0	0	0	104	30	21	53	0
# of Elderly Program Participants (>62)	0	52	0	3,469	168	3,229	29	0
# of Disabled Families	0	209	0	8,327	317	7,816	85	0
# of Families requesting accessibility features	0	344	0	N/A	N/A	N/A	N/A	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Data Source: PIC (PIH Information Center)

Race of Residents

Table 27 provides data regarding the race of public housing residents. As shown, approximately 49% of public housing resident are White and 49% are Black/African American. American Indian/Alaska Natives comprise just over 1% of public housing residents, and a combination Asian and Pacific Islanders make of the balance of public housing residents.

Table 27: Race of Public Housing Residents by Program Type

	Program Type								
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project based	Tenant based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled*
White	0	182	0	11,658	444	10,987	91	0	85
Black/African American	0	159	0	11,802	420	11,105	226	0	28
Asian	0	0	0	101	4	97	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project based	Tenant based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled*
American Indian/Alaska Native	0	3	0	262	25	234	1	0	0
Pacific Islander	0	0	0	35	5	30	0	0	0
Other	0	0	0	0	0	0	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition
Data Source: PIC (PIH Information Center)

Ethnicity of Residents

As shown in Table 28, approximately 3% of public housing residents are Hispanic, whereas the vast majority of public housing residents do not have a Hispanic ethnicity.

Table 28: Ethnicity of Public Housing Residents by Program Type

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project based	Tenant based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled*
Hispanic	0	18	0	692	37	643	6	0	0
Not Hispanic	0	326	0	23,166	861	21,810	312	0	113

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition
Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment:

Section 504 of the Rehabilitation Act of 1973 prohibits discrimination on the basis of disability in any program or activity that receives financial assistance from, or is conducted by, any federal agency including HUD. Under Section 504, program accessibility means that a program, when viewed in its entirety, is readily accessible to and usable by persons with disabilities. Under the concept of program accessibility, not every single building must be accessible, or every single dwelling unit, but there must be sufficient accessibility so that persons with disabilities have an equal opportunity to participate in and benefit from the program and the same range of choices and amenities as those offered to others.

As noted above, 35% of public housing residents (8,327 voucher holders) are disabled families and 344 of Moderate Rehabilitation projects requested accessibility features. While the City of Portage does not own and operate public housing units, there are several affordable rental housing units that

provide housing to seniors and persons with disabilities. A description of these housing options is provided in the Market Analysis. In addition, based on local data of rental housing developments with 5 or more units within the community, there are approximately 5,400 units provided within 42 apartment complexes. Of these rental units, approximately 68 units are fully accessible for persons with disabilities. In addition, it is estimated that over 500 units are wheelchair accessible.

Needs of public housing tenants:

As shown in the data above, household incomes and availability of accessible housing units is a pressing need for public housing tenants. Collaborative community efforts to address poverty and increase household income should assist with addressing these needs. In addition, increasing the supply of affordable and accessible rental housing will help address the needs of households with disabilities.

Waiting list:

There are two waiting lists for vouchers. The waiting list for homeless household vouchers has 184 names, and MSHDA staff were assisting persons that applied in August 2015. The Housing Choice Voucher list has 1,026 names, and was last opened on May 17, 2006.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

As indicated above, raising household income and increasing the supply of affordable housing, especially for accessible units and special needs housing for persons with disabilities is a significant need.

How do these needs compare to the housing needs of the population at large

Residents of public housing and Housing Choice voucher holders have a lower household income and corresponding higher cost burden in comparison to the larger community. In addition, there is a disproportionate need amongst Black/African American residents who comprise 49% of public housing units. Finally, families with disabilities have a higher need than the larger population for housing assistance since their ability to derive income from employment is more limited. In addition, residents with disabilities are in need of additional accessible and special needs housing within the community that is also affordable.

Discussion

As indicated above, raising household income and increasing the supply of affordable housing, especially for accessible units and special needs housing for persons with disabilities is a significant need. It is anticipated that additional rental assistance now available through the Kalamazoo County Public Housing Commission will help alleviate these needs.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

The Kalamazoo County Continuum of Care (CoC) was created, as required by HUD, to develop "a comprehensive and integrated approach to end homelessness and insure permanent housing for low-income people." The Kalamazoo LISC (Local Initiatives Support Corporation) Affordable Housing Partnership facilitates the Continuum of Care for Kalamazoo County. The following data on homelessness in Kalamazoo County was collected by the CoC from various data sources, including the Homeless Management Information Systems (HMIS), annual Point-in-time homeless counts, and other local data.

Homeless Needs Assessment

Table 29 below provides data on the number of persons experiencing homelessness on a given night (per the January 2015 Point-in-time count), and over the past year per the annual HMIS Report for January – December 2014. Based on the most recent Point-in-time (PIT) count, there were 351 homeless persons in Kalamazoo County: 229 were children under 18, 29 were young adults between 18-24 years, and 86 were adults over 24. Eight persons were unsheltered homeless, 6 adults and 2 unaccompanied youth. Age, race and ethnicity data for unsheltered individuals is not available. With regard to chronically homeless, there were 10 individuals and 3 families based on the 2015 PIT.

Based on the 2014 HMIS report, over the past year, 6,484 persons experienced homeless during 2014. This figure is 19% higher than the number of persons experiencing homelessness in 2013, and 16% higher than the five-year average (2010-2014) of 5,251 homeless persons.

Table 29 - Homeless Needs Assessment

Population [1]	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	351	0	3,545	0	0	0
Persons in Households with Only Children	12	0	142	0	0	0
Persons in Households with Only Adults	191	6	2,797	0	0	0
Chronically Homeless Individuals	10	0	513	--	--	--

Table 29 - Homeless Needs Assessment

Population [1]	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Chronically Homeless Families	3	0	0	--	--	--
Veterans	10	0	160	--	--	--
Unaccompanied Child	10	2	--	--	--	--
Persons with HIV	1	0	--	--	--	--

[1] Portage does not have a rural homeless population.

Data Source Comments: Kalamazoo CoC January 2015 Point in Time survey; Kalamazoo Annual HMIS Report, January – December 2014

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Chronically homeless individuals and families

A person is considered chronically homeless if they have been homeless four or more times in the past three years, or homeless for one year continually and diagnosed with a disability. As noted above, 513 individuals were chronically homeless in 2014, which increased 20% compared to data for 2013. The 2014 HMIS report indicates the increase is more likely due to increased focus on data collection and accuracy in data for Kalamazoo County. Over half (53%) of chronically homeless individuals are men, the average age is 42 years of age. With regard to education, 41% had either a high school diploma or GED, and nearly 26% had some college education or technical training.

Families with children

The 2014 HMIS report indicates there were 1,598 homeless families consisting of 1,717 adults and 1,828 children. The vast majority (78%) of homeless families are single parent, with 71% being a single female headed household. Nearly 61% of homeless adults in families identified being homeless multiple times, while 39% reported being "first time homeless". With regard to education, 37% report having a high school diploma or GED and 32% have at least some college.

Veterans

The 2014 HMIS report indicates 217 veterans were homeless in Kalamazoo County: 160 homeless and 57 at imminent risk of homelessness. This figure represents a 13% decrease in homeless veterans from 2013. Homeless veterans are predominantly male (83%) with the average age of 52 years (and 37 years old for female homeless veterans). Over half (56%) of veterans seeking services were unemployed.

Unaccompanied Youth

HUD defines an "unaccompanied youth" as someone under the age of 18 who is not under the care of a parent or guardian. The 2014 HMIS report indicates 142 unaccompanied youth were homeless in Kalamazoo County. This figure represents an 8.4% increase over 2013 homeless youth, and is 42% increase over the five-year average of 100 from 2010-2014.

Nature and Extent of Homelessness:

Table 30 provides the race and ethnicity of homeless persons based on the 2015 PIT.

Table 30 - Race and Ethnicity of Homeless Persons

Race:	Sheltered:	Unsheltered
White	64	0
Black or African American	256	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
Multiple Races	31	0
Ethnicity:		
Hispanic	26	0
Not Hispanic	325	0

Data Source: Point-in-Time Count, January 2015
Comments: No race and ethnicity data available for Unsheltered Homeless

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

The Federal Strategic Plan to End Homeless has placed an emphasis on addressing homelessness among families. As noted above, over the past year 6,484 persons experienced homeless during 2014, and 1,598 of these persons were homeless families comprised of 1,717 adults and 1,828 children. While the 2014 HMIS report does not address families of veterans, the 2015 PIT count indicates that amongst homeless veterans, 1 of 6 households were family households, which

indicates most homeless veterans are single adult households.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

As shown in Table 30 above, 73% of homeless were Black/African American (256), and the balance of homeless persons identified in the 2015 PIT count were either White or of multiple-races. With regard to ethnicity, 26 homeless persons were Hispanic. Data on race and ethnicity is not available for the 8 unsheltered homeless persons identified.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

As noted above, the 2015 PIT count identified 351 homeless persons in Kalamazoo County: 229 were children under 18, 29 were young adults between 18-24 years, and 86 were adults over 24. Most homeless persons counted were residing in an emergency shelter (170) or in transitional housing (181). However, 8 persons were unsheltered homeless, 6 adults and 2 unaccompanied youth.

Discussion:

Based on 2014 HMIS report, the incidence of homelessness has increased over the past few years, even as economic conditions have improved following the start of the Great Recession. The increase in chronic homeless persons is presumed to be related to improved data collection instead of an actual increase in the number of chronic homelessness. However, there is a reported increase in unaccompanied youth homelessness within the community. Overall, the data from both the 2015 PIT and 2014 HMIS reports indicate a continual demand for services for homeless individuals and families and the need for permanent supportive housing that is affordable to homeless individuals, families and special needs populations, such as veterans, unaccompanied youth and chronically homeless persons, who may also have a disability.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b, d)

Introduction:

This following includes a review of housing needs for the elderly, frail elderly, and persons with disabilities including mental illness, developmentally disabled, physically disabled, substance abusers, persons with HIV/AIDS, and victims of domestic violence.

Describe the characteristics of special needs populations in your community:

Based on 2010-2014 ACS data, 12% of the population in Portage (5,665) had a disability, which may include one or more of the following: hearing, vision, cognitive, ambulatory, self-care or independent living difficulty. For children under the age of 17, 7% or 571 persons had a disability, and for adults ages 18-64, 10.1% or 2,928 persons had a disability. With regard to elderly residents, a much higher occurrence, 34.2% of persons over the age of 65, had a disability.

Physical, Developmental and Mental Disability:

Physically disabled persons are those having an illness or impairment that substantially limits one or more basic physical activities such as walking, climbing stairs, reaching, lifting or carrying. Based on 2005-2007 ACS data, 6.8% of the total population of Portage had a physical disability. Amongst persons with a disability, 52% were in the 21-64 year old age group, 43% were in the 65 years and older age groups.

A developmental disability is a mental and/or physical impairment that occurs before the age of 22 from a birth defect or an accident. The Census Bureau does not specifically provide data for persons with developmental disabilities. However, according to the Michigan Developmental Disabilities Council (Five Year State Plan 2012-2016), it is estimated that 1.8 percent of the state population has a developmental disability. Based on 2010-2014 ACS data, the total population of the City of Portage was 47,024, and it can be estimated that 846 persons had a developmental disability in Portage.

A mental disability includes various mental illnesses or disorders generally characterized by dysregulation of mood, thought, and/or behavior. Based on 2005-2007 ACS data, 3.9% of the total population of Portage were identified as having a mental disability. Amongst persons with a disability, 52% of the 21-64 year old age group had a mental disability, and 28% of the 65 years and older age groups had a mental disability.

While current HUD CHAS data is not available on the number of households with disabilities and also a housing problem, data in the 2011-2015 Consolidated Plan indicates 62% of all low-income households with a disability also had a housing problem (63% of renters and 61% of owners). Assuming current trends are similar, it can be estimated that of 2,459 low income renters with a housing problem, 1,606 also had a disability. In addition, it can be estimated that of 1,490 low-income owners with a housing problem, 909 also had a disability.

Elderly and Frail Elderly:

Based on 2010-2014 ACS Census data, there are 6,332 persons over the age of 65 years or 13.5% of the total population. The term "frail elderly" refers to persons over the age of 65 who for various reasons are unable to adequately care for themselves. Specifically, if a person has one or more limitations to Activities of Daily Living (e.g. difficulty eating, bathing, toileting by oneself) or Instrumental Activities to Daily Living (e.g. difficulty using the telephone, getting outside, shopping, doing light housework) and needs assistance to perform routine activities of daily living, the individual may be classified as "frail elderly". Census data specifically identifying the "frail elderly" is not available. However, persons over the age of 75 (i.e., extra elderly) are often frail elderly or at risk of becoming frail elderly. As noted above, 12% of the population in Portage (5,665) had a disability. Of elderly residents 65-74 years, 21.6% (791 persons) had a disability, and 51.3% of frail elderly residents over 75 years (1,375 persons) had a disability. Of all elderly persons over 65 years, 34.2% had a disability.

Tables 11 and 12 of the Needs Assessment provides data on the needs of elderly households and specifically assesses such households with a housing cost burden greater than 30% and 50% of household income. As indicated, there are 785 elderly renter households with a housing cost burden (540 and 245 households with cost burdens over 30% and 50% of household income respectively). Furthermore, there are 850 elderly owner households with a housing cost burden (620 and 230 households with cost burdens over 30% and 50% of household income respectively). Based on the above information, it can be estimated that of these 1,635 cost burdened elderly households, 559 households are both frail elderly and cost burdened (268 renters and 291 owners).

Substance Abuse:

Alcohol/other drug abuse is defined as an excessive and impairing use of alcohol or other drugs, including addiction. The Census Bureau does not define persons with a substance abuse disability. However, Kalamazoo Community Mental Health Substance Abuse Services screens approximately 30,000 persons in the county annually for substance abuse services. It is estimated that 5,380 persons from the City of Portage had a substance abuse problem, using the 2014 city population as a percentage of county population.

Victims of Domestic Violence:

The YWCA provides emergency shelter, transitional and permanent supportive housing, along with counseling services to victims of domestic violence within Kalamazoo County. According to statistics provided by the YWCA, Kalamazoo County law enforcement responded to 3,205 incidents of domestic violence in 2014, 3,270 in 2013 and 2,863 in 2012. For 2014 and 2015, an average of 338 shelter clients have been provided emergency shelter and counseling services for domestic assault, and 14 shelter clients received YWCA services for sexual assault. With regard to Portage in particular, over the past two years, an average of 18 shelter clients from Portage received YWCA emergency shelter services and counseling for domestic assault and 1 shelter client from Portage received shelter and counseling services for sexual assault. YWCA staff indicates the shelter is at full capacity

and has a waiting list and individuals are served based on a combination of physical danger and availability of housing. The YWCA currently provides 21 units of transitional housing, and 4 units are located within the City of Portage. Based on the average number of Portage residents served, there is a need for approximately 15 additional housing units to meet the community need.

What are the housing and supportive service needs of these populations and how are these needs determined?

Twelve percent (12%) of the Portage population has a disability and 62% of all low income households with a disability are estimated to have a housing problem. From this data, it can be estimated that 719 (12%) low income households had a disability, and 446 of these households have a housing problem.

With regard to the supportive housing needs of persons with disabilities, and also including persons with substance abuse and victims of domestic violence and/or sexual assault, a variety of supportive services are needed, including but not limited to: home-based caregiver and/or home-health care services, accessible housing, assisted living facilities, skilled nursing facilities, transportation assistance, counseling, health services, job placement services, housing placement and affordability assistance.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the Kalamazoo County Health and Community Services Department January 2013 Biannual HIV Surveillance Analysis, is it estimated there are 420 Kalamazoo County residents with a prevalence of HIV. "HIV prevalence estimates include all persons...with a diagnosis of HIV Infection (any stage) and incorporates an approximation of those not reported or not yet diagnosed". It is estimated that 76 persons from the City of Portage had a prevalence of HIV, using the 2014 city population as a percentage of county population. The Center for Disease Control estimates that one-third to one-half of persons with AIDS are either homeless or in danger of losing their housing. Using the more conservative estimate, this would equate to 7 persons with AIDS in Portage in need of housing.

Discussion:

Households with special needs, especially those who are low-income have a high likelihood to have a housing problem, most often related to housing cost burden. Special needs households are also more likely to be unemployed or underemployed due to their special needs, and are more likely to be extremely low income.

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The City of Portage has community development needs that are not directly related to housing. The needs for public facilities relate to public buildings such as City Hall, the Portage Senior Center, the Department of Public Services, Police and Fire Stations and various park buildings. The need for public facilities also includes information technologies. Other public facility and/or public improvement needs include: police and fire vehicles and apparatus, public services vehicles and equipment, public park facilities, bikeways, and multi-use trails. Finally, public improvement needs relate to significant public infrastructure that supports development within the community and public health and safety, which includes major and local street infrastructure, public water, sanitary sewer and storm water infrastructure.

How were these needs determined?

Public facility and improvement needs are determined by a variety of planning and analysis efforts, including:

- the Comprehensive Plan, which is a 10-20 year plan that evaluates Transportation/Major Streets, Complete Streets, Recreation and Open Space, Natural/Cultural Resources, Economy/Market Place, Utility Infrastructure and Community Facilities);
- Strategic plan studies such as the Storm Water Master Plan, the Wellhead Protection Program, Water Utility Infrastructure Analysis Program, Walkway/Bikeway Plan;
- Periodic public facility audits (and other preventative maintenance reports) which are performed for various municipal facilities;
- Annual reports and studies such as utility operation and maintenance reports, annual traffic counting and signal studies, park and recreation and cultural reports, citizen surveys, among other departmental studies which are routinely accomplished, and
- Special studies or special initiatives introduced by the City Administration

Describe the jurisdiction's need for Public Improvements:

The City of Portage annually prepares a 10-year Capital Improvement Program (CIP) that specifies the needs for capital investments in 8 categories: Streets (local and major); Sidewalk and Bikeways; Water; Sewer; Police; Fire; Public Facilities; and Parks and Recreation (including multi-use trails). Projects proposed in the CIP include a description of the project and budgeted expenditures for each year of the 10-year CIP. The 2015-2025 CIP includes a planned expenditure of $130.6 million on 112 capital projects: 31% of these expenditures are planned for streets, 20% for water and sewer infrastructure; 8% for public safety (police and fire); 3% for parks and recreation, 2% for public facilities and 1% for sidewalks and bikeways. The balance of 10-year CIP expenditures is projected to be allocated to debt service for prior capital investments by the city.

Over the past several years, the city has been challenged with carrying out the amount of needed capital investment projects due to reduced property values which impacts available revenues.

Property values have been stabilizing more recently and there has been some improvement in the local economy. However, additional resources are particularly needed for major and local streets and non-motorized street elements such as shared shoulder bikeways and sidewalks, especially in light of the city's recent adoption of a Complete Streets policy.

The City of Portage has a dedicated 2.0 mills that generates approximately $2 million annually, and a dedicated municipal street fund millage of up to 1.0 mill. Additional funding for capital investments comes from the city water and sewer fund, and federal and state funding. Because the number of capital improvement projects and the dollars needed to address the total need is very high, and the actual CDBG funding received by the city on an annual basis is low (averaging approximately $220,000 annually), the city generally does not address public facility needs through the CDBG program. On occasion, CDBG funds may be used for small scale capital improvements projects such as sidewalk installation and/or repairs and park improvements within upper quartile low-moderate income neighborhoods.

How were these needs determined?

As noted above, public facility and improvement needs and capital improvement projects are determined from a variety of planning and analysis efforts by the city.

Describe the jurisdiction's need for Public Services:

There is a need for a variety of public services in the community to support low-income household and neighborhood needs. Homelessness prevention and rapid re-housing assistance is key, in addition to increasing the supply of affordable and accessible rental housing, and rental housing subsidies (e.g. project-based or housing choice vouchers). Anti-poverty programs to assist low-income households in general with increasing their income and employment opportunities are also needed. Finally, supportive services to assist special needs households, including victims of violence, is an ongoing public service need. Ongoing neighborhood improvement efforts to aid in the elimination and prevention of blight are also considered a priority need in the community.

How were these needs determined?

Based on data in the Needs Assessment above, 31.6% of Portage households are low-income (who are predominantly elderly or households with children), 12% of Portage residents have a disability, and extremely low-income households, especially renters, are at risk of becoming homeless. There is growing number of homeless persons within Kalamazoo County, especially in the areas of chronic homelessness and unaccompanied youth and the availability of rental housing subsidies is limited in comparison to the demand. Low-income homeowners are also at risk of being challenged with housing maintenance and maintaining affordable housing, and upper quartile low-moderate income neighborhoods have consistently experienced a higher percentage of housing and property maintenance cases in comparison to other areas of the community.

Housing Market Analysis

Housing Market Analysis Overview:

The Housing Market Analysis covers topics including general characteristics of the housing market, lead based paint hazards, public and assisted housing, facilities and services for homeless persons, special needs facilities and services, and barriers to affordable housing. In conjunction with the Needs Assessment section of this Plan and other public input received, the Market Analysis will provide the basis for the Strategic Plan and the programs and projects to be administered.

Number of Housing Units

Introduction

Between 2000 and 2011, the number of housing units increased from 18,885 to 20,221, which represents a 7.1% increase. The majority of this growth, however, occurred before the start of the Great Recession in 2008. As shown in Table 31, the city housing growth rate slowed considerably in comparison to the previous decade (between 1990-2000), and was lower in comparison to the larger context of Kalamazoo County.

Table 31: Housing units, Kalamazoo County and Portage –2000 and 2011

Jurisdiction	Housing Units			Percent Change (1990-2000)	Percent Change (2000-2011)
	1990	2000	2011		
Kalamazoo County	88,955	99,250	109,715	11.6%	10.5%
Portage	16,133	18,885	20,221	17.1%	7.1%

Source: 2000 Census, 2007-2011 American Community Survey, Census Bureau

All residential properties by number of units

As shown in Table 32 below, the City of Portage had a total of 20,221 housing units, of which 13,841 units or 68% were 1-unit detached structures. Multi-family units (2-20 or more attached units) accounted for an additional 4,919 units or 25% of the total. The remaining 7% of the housing units were 1-unit attached structures, mobile homes or other non-permanent housing accommodations.

Table 32 – Residential Properties by Unit Number

Property Type	Number of Units	Percent of total
1-unit detached structure	13,841	68%
1-unit, attached structure	988	5%
2-4 units	783	4%
5-19 units	3,015	15%

Property Type	Number of Units	Percent of total
20 or more units	1,121	6%
Mobile Home, boat, RV, van, etc.	473	2%
Total	**20,221**	**100%**

Data Source: 2007-2011 ACS

Unit Size by Tenure

Table 33 below provides owner-occupied and renter-occupied housing information based on unit size. According to the 2007-2011 ACS estimates, 13,327 of households are owner-occupied (70%) and 5,660 households (30%) are renter occupied. The most common size for owner-occupied housing is three or more bedrooms (88%) and for renter-occupied housing, the most common unit size is two bedroom representing 47% of the units, followed by one bedroom units (31%).

Table 33 – Unit Size by Tenure

	Owner-occupied		Renter-occupied	
	Number	%	Number	%
No bedroom	0	0%	114	2%
1 bedroom	73	1%	1,761	31%
2 bedrooms	1,522	11%	2,665	47%
3 or more bedrooms	11,732	88%	1,120	20%
Total	13,327	100%	5,660	100%

Data Source: 2007-2011 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

In addition to public housing rental assistance provided through the Kalamazoo County Public Housing Commission and MSHDA, there are several other affordable rental housing developments located within the City of Portage:

- The Hearthside I & II Apartments is an independent living senior housing development built in two phases in 1990 and 1992 under the MSHDA Tax Credit Program. The City of Portage provided a tax abatement and Payment in Lieu of Taxes (PILOT) in return for maintaining the units as affordable. The complex contains 160 units, rented only to senior citizens at or below 60% of median county income. As part of a 2010 refinance and a comprehensive rehabilitation project, the city granted a new PILOT in exchange for the continued rental of 128 units at affordable rates for seniors that extends to 2031.
- Milham Meadows is a multi-family development with 300 units built under the HUD Section 236 program in the early 1970's. All units are subsidized to a certain degree, however, 20-40% of the units receive additional rent subsidies for individuals or families at or below 80% of median area income. This complex was sold and rehabilitated in 2013-14 and financed with a new mortgage and Use Restrictions through the HUD Section 221(d)(4) and tax-exempt shore term bonds through MSHDA. Also, 265 units are assisted with Section 8 project based vouchers. The city

also approved a PILOT to help facilitate the project. The use restriction with regard to providing rent-reduced units extends to 2049.

- Residential Opportunities, Incorporated (ROI) owns the following two developments that are rented at affordable rates to low-income persons, with some units occupied by persons with special needs:
  - Schuring Road: Two, four-unit apartment buildings, which are rented to low-income households at fair market rents with a monthly utility cost credit.
  - Barrington Woods: 32-unit apartment development on Garden Lane. ROI acquired and rehabilitated Barrington Woods in 2006 and financing was provided via a MSHDA mortgage and Low-Income Housing Tax Credit. The City of Portage granted a PILOT to facilitate the project. ROI will provide affordable rental housing to households with incomes at or below 50% of the Area Median Income, and 12-units will be rented to persons with special needs. The use restriction with regard to providing rent-reduced units extends to 2052.
- Spring Manor was constructed in 1996 and provides 102 units of affordable housing for seniors 55 years old and older whose income does not exceed 60% of the area median income. Spring Manor received a PILOT from the City of Portage and was financed through the MSHDA. In 2013, the units were rehabilitated and financed with a new mortgage through HUD Section 223(f). The city also granted a new PILOT in exchange for the continued rental of 102 units at affordable rates for seniors that extends to 2048.
- The 65-unit Centre Street Village was financed through MSHDA and received a PILOT from the city in 1994 for providing 20 units of affordable housing for persons or families of lower income. In 2013, the units were rehabilitated and financed with a new mortgage through MSHDA and low income housing tax credits through MSHDA as well. The number of affordable units was increased from 20 to 28. The city also granted a new PILOT in exchange for the continued rental of 28 units at affordable rates that extends to 2048.
- Anna's Vineyard was constructed in 1995 and provides 144 units of affordable family rental housing. The development was privately funded utilizing the Federal Low Income Housing Tax Credit Program. The use restriction with regard to providing rent-reduced units extends to 2024.
- Portage Pines provides 27 affordable one-bedroom units for senior citizens or disabled persons needing assisted living. The use restriction with regard to providing rent-reduced units extends to 2026.
- Gladys Street Apartment provides 10 units of affordable rental housing to persons with disabilities. The development was constructed in 2009 with funding through the HUD Section 811 program. In addition, city CDBG funds were provided to assist with connection to public utilities. The use restriction for this development extends to 2049.

The above housing in Portage provides 779 units of affordable and special needs housing, and represents approximately 17% of affordable housing units within Kalamazoo County. As noted above, within the last five years, the city has assisted with the preservation of 472 affordable housing units within three housing developments (Milham Meadows, Centre Street Village and Spring Manor) by granting of tax abatements and PILOTS. Financing programs through the MSHDA and HUD exist to acquire and/or rehabilitate housing developments in exchange for affordability use restrictions. Utilization of such programs will be encouraged as use restrictions

for existing subsidized developments approach expiration, and/or as existing housing developments without affordability use restrictions are in need of upgrades.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

The affordability periods for the above listed developments is anticipated to last into the next 10-30 years. As noted above, Spring Manor Apartments, Centre Street Village Apartments and Milham Meadows completed a refinance and/or acquisition and rehabilitation within the past five years. When each of these developments were refinanced, the affordability use restrictions were extended and the City of Portage assisted with the preservation of these affordable developments by granting a Payment in Lieu of Taxes (PILOT).

Does the availability of housing units meet the needs of the population?

As noted above, there are 779 affordable rental housing units within the City of Portage, and an additional 78 public housing vouchers being utilized in the city as of December 2015, which combined provide a total of 857 rental housing units specifically set aside for low-income and special needs households. As indicated in the Needs Assessment, there are 5,995 low income households in Portage and 2,390 renters have a housing cost burden. Based on this data, there remain 1,533 low income renters that need assistance with affordable housing.

Describe the need for specific types of housing:

As also indicated in the Needs Assessment, low-income renters in the extremely low income category are at the highest risk of becoming homeless. Furthermore, elderly households and households with children have a higher incidence of housing problems. In addition, as indicated in the Needs Assessment, there is a significant need for fully accessible housing units and special needs housing with supportive services provided on site, or with access to supportive services and mainstream resources.

Discussion

Over the past 10 years, the community has experienced a modest growth in housing units. In the mid-2000's, as a result of the Great Recession and associated housing crisis, the value of single-family housing in the community decreased, while median household incomes remained relatively flat. During this same time, the cost of rental housing increased 8% as many homeowners who lost their home to foreclosure sought alternative (rental) housing. There has been a recent recovery in the housing market and local economy and incomes and housing values are anticipated to grow. However, a continued focus on affordable housing, and in particular rental housing will be needed to assist low-income households, especially extremely low income households and those with special needs.

Housing Market Analysis: Cost of Housing

Introduction

This section provides an overall picture of owner and renter-occupied housing costs within the City of Portage. The information includes housing cost trends, rent trends, fair market rents, and the overall affordability of the local housing market.

Cost of Housing

Trends in the cost of housing in the City of Portage are shown in Table 34. In 2000, the median home value was $118,700. By 2009, the median value of a home in Portage increased to $157,400, which represents a 32% increase. According to the latest American Community Survey (2010-2014), the median home value in Portage in 2014 was $147,300, a 6% decrease from 2009. This decrease in home value is consistent with the national trend following the 2008 Great Recession and housing market crisis. However, compared to the year 2000, the value of a home in 2014 is 24% higher which impacts housing affordability for people below the area median income level.

With regard to contract rents, an increase of 19% ($500 to $596) occurred between 2000 and 2009. From 2009 to 2014 (most recent year), contract rents continued to increase ($596 to $631) but at a slower rate (6%) compared to the 2000-2009 time period. Overall, contract rents increased 26% between 2000 and 2014. Unlike the median home value that saw a decline between 2009 and 2014, contract rents continued to increase even during the recessionary period, but at a modest rate.

Table 34 – Cost of Housing

Housing Cost	Base Year: 2000	2009	% Change (2000-2009)	Most Recent Year: 2014	% Change (2009-2014)
Median Home Value	$118,700	$157,400	32%	$147,300	-6.4%
Median Contract Rent	$500	$596	19%	$631	6%

Data Source: 2000 Census (Base Year), 2005-2009 ACS and 2010-2014 ACS (Most Recent Year)

The range of monthly rents paid in the City of Portage is shown in Table 35. Of the 5,660 renter households in the city, 68.3% (3,867 units) have a rent that ranges between $500 and $999. The second highest category is Less than $500/month, which account for 1,487 units or 26.3% of the total. With 26.3% or 1,487 units available at rents less than $500/month, opportunities for affordable housing are available. Only 5.4% of the units have rents greater than $1,000/month.

Table 35 - Rent Paid

Rent Paid	Number of Units	% of Total
Less than $500	1,487	26.3%
$500-999	3,867	68.3%
$1,000-1,499	293	5.2%
$1,500-1,999	13	0.2%

Rent Paid	Number of Units	% of Total
$2,000 or more	0	0.0%
Total	5,660	100.0%

Data Source: 2007-2011 ACS

Housing Affordability

Housing affordability for renter and owner-occupied housing units, based on HUD-adjusted Area Median Family Income (HAMFI) categories, is shown in Table 36. HUD considers a housing unit affordable if gross rent, including utilities, is no more than 30% of the household income. Of the 5,540 rental units in the city considered to be affordable, only 260 rental units, or 4.6%, are considered affordable to those individuals whose annual income is at or below 30% HAMFI. As expected, there are more affordable rental units available to individuals whose annual income is between 50 and 80% of the HAMFI. At 50% HAMFI, 1,350 units or 24.3% of the rental units are available, and at 80% HAMFI, 3,930 or 71% of the units are available. Of the 5,300 owner units available, only 310 units or 6% are considered affordable to individuals earning 50% or less of the HAMFI and 1,750 units or 33% to individuals earning 80% or less of the HAMFI.

Table 36 – Housing Affordability

Household Income	Renter Units	Owner Units
30% HAMFI	260	No Data
50% HAMFI	1,350	310
80% HAMFI	3,930	1,750
100% HAMFI	No Data	3,240
Total	5,540	5,300

Data Source: 2007-2011 CHAS

Monthly Rent

The 2015 HUD Fair Market Rents (FMRs) and HUD HOME Rents within the Kalamazoo-Portage Metropolitan Statistical Area are shown in Table 37. FMRs are gross rent estimates that include the shelter rent plus the cost of all tenant-paid utilities, except telephones, cable or satellite television service, and internet service for metropolitan areas as the basis of determining rent payments for Housing Choice voucher and other HUD rent subsidy programs. Fair Market Rents are set to the dollar amount at which 40 percent of the standard quality rental housing units are rented, excluding non-market rental housing (e.g. public housing). High HOME rents do not exceed 30 percent of the adjusted income of a family whose annual income equals 65 percent of the median income for the area with adjustments for number of bedrooms in the unit. Low HOME rents do not exceed 30 percent of the annual income of a family whose income equals 50 percent of the median income for the area with adjustments for smaller and larger families.

Table 37 – Monthly Rent

Monthly Rent ($)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	$472	$573	$728	$958	$1,166
High HOME Rent	$472	$573	$728	$958	$1,135
Low HOME Rent	$472	$573	$711	$821	$917

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

A comparison of the total number of households that are below the area median income to the total number of affordable housing units will indicate whether or not there is sufficient housing available at the various income levels. Table 35 below shows the total number of households at the various income levels, number of available units and gap between availability and need:

Table 38 Affordability Gaps

Household Income	Number of households	Households with cost Burden (>30% & >50%)		Affordable units		Gap
		Rental	Owner	Rental	Owner	
30% HAMFI	1,400	770	250	260	No Data	-1,140
50% HAMFI	1,705	975	330	1,350	310	-45
80% HAMFI	2,890	645	725	3,930	1,750	+2,790
100% HAMFI	1,755	60	430	No Data	3,240	+1,485
Total	7,750	2,450	1,735	5,540	5,300	

Data Source:
2007-2011 CHAS

As shown in the Table 38 above, there are 7,750 low-moderate income households in the City of Portage. Included in this total are 2,450 rental households and 1,735 owner households that have a housing cost burden. The table above indicates there are 5,540 affordable rental units and 5,300 affordable owner units. However, there are gaps at some income levels as explained below:

- There are 1,400 households in the city earning 0-30% of the area median income. Of the 1,400 households, 770 rental and 250 owner households (1,020 total) have a housing cost burden but only 260 affordable rental units and an undetermined number of owner units are available resulting in a shortage (gap) of 1,140 affordable units in this income range.
- There are 1,705 households in the city earning between 30-50% of the area median income, of which 975 rental and 330 owner households (1,305 total) have a housing cost burden. The gap between the number of households in this income range and availability of affordable housing units is much less. There is an adequate number of affordable units to meet the demand of those households with a housing cost burden but overall, there is a shortage (gap) of 45 units.

- At the 50-80% AMI level, there are 2,890 households, of which 645 rental and 725 owner households (1,370 total) have a housing cost burden. There are, however, a sufficient number of affordable units at this income level (surplus of 2,790 units) to meet the need.
- At the 80-100% AMI level, there are 1,755 households, of which 60 rental and 430 owner households (490 total) have a housing cost burden. There is an undetermined number of affordable rental units and 3,240 affordable owner units resulting in a sufficient supply (1,485 surplus) of affordable housing units.

While current HUD CHAS data is not available to determine household incomes of the occupants of affordable rental and owner housing units, based on data in the 2011-2015 Consolidated Plan, even though there is a sufficient supply of affordable housing, the affordable rental and owner housing units are often occupied by households with higher income levels. Based on 2005-2007 HUD CHAS data, 72% of affordable rental units were occupied by low-income households, and only 28% of affordable owner units were occupied by low-income households.

How is affordability of housing likely to change considering changes to home values and/or rents?

Between 2009 and 2014, the median household income has remained flat increasing only slightly from $54,760 in 2009 to 55,050 in 2014 (0.5%). During this same five year period, the median home value decreased from $157,400 to $147,300, or 6.4%. This decrease can be attributed to the onset of the Great Recession and associated housing crisis. With regard to fair market rents, a two-bedroom unit increased from $674/month in 2009 to $728/month in 2015, representing an 8% increase. Although median household income has remained flat, the median home value has decreased making home ownership more affordable, at least in the short term. Over time, the median home values are expected to increase. With an 8% increase in fair market rents during the six year period between 2009 and 2015, and flat household income trends, rental housing has generally become less affordable.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The 2015 HUD Fair Market Rents (FMRs) and HUD HOME Rents within the Kalamazoo-Portage Metropolitan Statistical Area indicate a two bedroom unit should rent for $728/month. The Low HOME rent is $711/month. The 2010-2014 ACS data indicates the area median rent for the City of Portage is $725/month so the FMRs, HOME rents and area median rents for a two bedroom unit are comparable. Since the FMRs, HOME Rents and Area Median Rent are consistent with one another, it is important that the City of Portage continue to implement policies and practices that the city has control over, to increase the availability of affordable housing to meet resident needs, particularly those residents within the extremely low income category (0-30% AMI).

Discussion

Many of the issues that impact the availability of affordable housing in the City of Portage cannot be specifically controlled by the City Administration. The City is, however, an active and supportive partner with area non-profit housing developers and other organizations involved in the creation of affordable housing opportunities. In addition, the city encourages affordable housing options by removing barriers such as allowing small lot sizes, maintaining low development fees, offering property tax exemptions to households at or below poverty, and approval of PILOT programs to encourage development of affordable, multi-family residential developments. Through the use of CDBG program funds, the city offers programs designed to encourage affordable homeownership, rehabilitation of deteriorated homes, accessibility improvements to existing homes, and emergency repair grants.

Housing Market Analysis: Condition of Housing

Introduction

This section provides an overview of the condition of housing in the City of Portage including condition of the housing units, the year the housing units were constructed, an assessment of the lead-based hazards and number of vacant housing units.

Definitions

The definition of *Standard Condition* and *Substandard Condition, but Suitable for Rehabilitation* used by the city are as follows:

- *Standard condition* – A housing unit that meets HUD Housing Quality Standards (HQS) and all applicable state and local codes.
- *Substandard condition but suitable for rehabilitation* – A housing unit that lacks complete plumbing facilities, kitchen facilities.

Condition of Units

Table 39 below shows the condition of owner-occupied and renter-occupied housing units in the City of Portage. As defined by HUD, a housing condition includes the following:

- Lacks complete plumbing facilities;
- Lacks complete kitchen facilities;
- Has more than one person per room; and
- Has a cost burden greater than 30 percent of the occupant's household income

Table 39 - Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	2,991	22%	2,573	45%
With two selected Conditions	24	0%	36	1%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	10,312	77%	3,051	54%
Total	13,327	99%	5,660	100%

Data Source: 2007-2011 ACS

Based on the 2007-2011 ACS data, 77% (10,312) of owner-occupied housing units have no housing conditions. Of the remaining 23 percent of owner occupied housing units, 22% (2,991) had one housing condition and less than 1% (24) had two housing conditions. No owner-occupied units had three or four housing conditions. Fifty-four percent (54%) of the renter occupied units 3,051) had no selected conditions. However, 45% of the rental units (2,573) had one selected condition and 1% (36) had two selected housing conditions. No renter occupied units have three or four selected housing conditions.

Year Unit Built

Table 40 provides information concerning the age of housing units in the city. With regard to owner-occupied housing units, 8,647 units (65%) were built before 1980 with only 1,076 units (8%) built before 1950. A similar situation exists for renter-occupied units: Of the 5,660 rental units, 3,257 (58%) were built before 1980 with only 211 units (4%) built before 1950. The majority of owner-occupied (80%) and renter-occupied housing units (92%) were built between 1950 and 1999.

Table 40 – Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	Percent	Number	Percent
2000 or later	1,632	12%	219	4%
1980-1999	3,048	23%	2,184	38%
1950-1979	7,571	57%	3,046	54%
Before 1950	1,076	8%	211	4%
Total	13,327	100%	5,660	100%

Data Source: 2007-2011 CHAS

Risk of Lead-Based Paint Hazard

Lead poisoning, especially of young children, can cause permanent damage to the brain and many other organs and can result in reduced intelligence and behavioral problems. Lead can also harm a developing fetus. According to the Centers for Disease Control, there are at least 4 million households where children are being exposed to high levels of lead (>5 micrograms). The first laws affecting lead-based paint went into effect between 1973 and 1978. By 1978, lead-based paint was prohibited from use in residential construction. Table 41 below provides data regarding the age of housing and the number of housing units occupied by households with children under the age of six.

Table 41 – Risk of Lead-Based Paint

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	8,647	65%	3,257	58%
Housing Units build before 1980 with children present	790	6%	285	5%

Data Source: 2007-2011 ACS (Total Units) 2007-2011 CHAS (Units with Children present)

Based on the data in the above table, there are 8,647 owner-occupied and 3,257 renter-occupied housing units with a potential lead hazard as these housing units were constructed before 1980. Six percent (790 units) of the owner-occupied housing units and 5% (285 units) of the renter-occupied housing had children present, and these units pose the greatest risk with regard to lead-based paint exposure. The total number of such housing units is 1,075 or 5.7% of the total units in the city.

Vacant Units

Based on the 2007-2011 American Community Survey data, there were a total of 20,221 housing units within the city, of which 1,234 units or 6.1% of the total were vacant. The vacancy rate for owner-occupied units was 1.1% and 8.5% for rental units. Table 42 below includes information about vacant units and abandoned units. In order to determine whether or not a unit has been abandoned and for the purposes of this plan, the Neighborhood Stabilization Program (NSP) definition of abandoned is adopted as defined below:

- 90 days delinquent on the mortgage, tribal leasehold, or tax payments.
- A code enforcement inspection has determined that the property is not habitable and the owner has taken no corrective actions within 90 days of notification of the deficiencies.
- The property is subject to a court-ordered receivership or nuisance abatement related to abandonment pursuant to state or local law of otherwise meets a state definition of an abandoned home or residential property.

Table 42 - Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	1,223	11	1,234
Abandoned Vacant Units	3	7	10
REO Properties	128	3	131
Abandoned REO Properties	0	0	0

Source: 2007-11 ACS & City of Portage

The total number of vacant units in the City of Portage (6.1%) is not considered significant and a problem for the city. Many of the abandoned units were older, manufactured homes located in a designated manufactured home park. With regard to abandoned/foreclosed properties, the City of Portage regularly tracks residential foreclosures. In 2011, there were 131 residential foreclosures, which, according to the NSP definition, are considered to be vacant/abandoned. These Real Estate Owned (REO) properties are a result of mortgage and/or tax delinquencies. In 2011, all foreclosed properties had been sold. In 2012 the number of residential foreclosures increased to 150 and since that time, decreased every consecutive year to a low of 37 in 2015.

Need for Owner and Rental Rehabilitation

As noted above, 92% of the owner-occupied housing units and 96% of the renter-occupied units were built after 1950. As a result, the housing stock in the city is considered relatively young and, if not well maintained, can likely be rehabilitated rather than razed. Given the age of the city housing stock, 22% (2,991) of the units had one reported condition and only 24 units had two reported conditions. The percentage of renter-occupied housing units that were reported to have one housing condition is more than double that of the owner-occupied units: 45% (2,573) of the units has one reported condition. However, the percentage of units that were reported to have two housing conditions was very low at only 1% (36) of the units. Similar to data in the Needs Assessment, a housing condition also includes overcrowding and housing cost burden, and as the data indicated, the predominant housing problem existing in the City of Portage is housing

cost burden, compared to substandard housing. Based on the information above, there is a moderate need for the city to facilitate housing rehabilitation activities involving both owner and rental-occupied units.

Public and Assisted Housing

Introduction

As indicated in the Needs Assessment, the City of Portage does not have a Public Housing Authority and has no public housing units. Furthermore, Kalamazoo County does not have a Public Housing Authority (PHA) and therefore, the Michigan State Housing Development Authority (MSHDA) serves as the PHA for Kalamazoo County. In 2002, Kalamazoo County did establish a Public Housing Commission (PHC), and subsequently established a locally-funded Local Housing Assistance Fund (LHAF). In November 2015, a six-year county-wide Local Housing Assistance Fund Millage was passed that will provide an estimated $800,000 annually to provide temporary financial housing assistance to county residents, including those residing in the City of Portage. In addition to the programs administered by the Kalamazoo County PHC noted above, MSHDA administers rental subsidies and Housing Voucher programs (previously referred to as Section 8) within Kalamazoo County. As of December 2015, there were 1,057 vouchers utilized in Kalamazoo County: 955 Housing Choice Vouchers and 102 Project Based Vouchers. Of these vouchers, 78 were leased within Portage at scattered sites: 55 within apartments, 12 within townhouses and 11 within single-family homes. There are no project-based vouchers within Kalamazoo County. HUD requires an evaluation of detailed data on the characteristics of public housing residents. As noted above, MSHDA is the PHA for Kalamazoo County. However, data is only readily available for public housing residents on a state-wide basis. Table 43 provides data regarding public housing and vouchers administered by MSHDA on a state-wide basis, which can be helpful in estimating the needs of public housing residents within Kalamazoo County. This data is similar to information provided in the Needs Assessment.

Table 43 – Total Number of Units by Program Type

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled*
# of units vouchers available	0	333	0	24,609	843	23,766	2,313	0	1,064
# of accessible units	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Homeless Facilities and Services

Introduction

As noted in the Needs Assessment, the Kalamazoo County Continuum of Care (CoC) is the coordinating entity for homelessness in Kalamazoo County, and the City of Portage is an active participant of the CoC.

The following inventory of facilities available to assist homeless persons in the county was obtained from the CoC. There are three types of housing available to homeless persons within Kalamazoo County:

- Emergency Shelter: Any facility, the primary purpose of which is to provide temporary shelter.
- Transitional Housing: housing designed to provide housing and appropriate supportive services to homeless persons and facilitate a transition to independent living, generally in a time frame up to 24 months.
- Permanent Supportive Housing: Permanent housing for homeless persons in which supportive services are provided to assist homeless persons to live independently.

Table 44 lists the types of housing available to different populations of the homeless.

Table 44 - Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher/ Seasonal/ Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	172	N/A	184	342	N/A
Households with Only Adults	202	N/A	48	194	N/A
Chronically Homeless Households	0	N/A	0	0	N/A
Veterans	0	N/A	0	0	N/A
Unaccompanied Youth	13	N/A	0	0	N/A

Source: 2015 Housing Inventory Chart Total Summary for MI-507, Kalamazoo County CoC

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons.

The Kalamazoo County CoC is a "collaboration of nonprofit, business, governmental, education, health, human service, advocacy entities, and constituent groups creating a comprehensive and integrated approach to end homelessness...". The Kalamazoo County CoC and the Kalamazoo County Multi-Purpose Collaborative Body (established to coordinate the provision of human services) work cooperatively to ensure access to main stream resources. In addition, within the CoC structure there is a Systems of Care (SOC) Committee that specifically focuses on ensuring homeless persons are connected to health care, mental health, counseling, employment, financial assistance and other supportive services.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth.

The following is a list of facilities in Kalamazoo County that provide services to homeless persons.

- Eleanor House, operated by Housing Resources, Inc. (HRI), is 24-bed emergency shelter for homeless families. HRI employs a rapid re-housing strategy and seeks to assist families with accessing permanent housing.
- Kalamazoo Gospel Mission is an emergency shelter for single men and women, women with children and families. The Gospel Mission also provides over 300 beds and supportive services to stabilize homeless clientele.
- Next Door Shelter for Women is operated by Open Doors and offers room and board for six single women between the ages of 17 and 35 years old.
- Open Door Shelter for Men is also operated by Open Doors and offers room and board to six single men between the ages of 17 and 35. Like Next Door for Women, this shelter provides a structured individualized program including job search, budgeting and goal setting.
- The ARK, operated by Catholic Charities, assists homeless youth between the ages of 10 and 17 years. The shelter is located at 990 West Kilgore and is a 24-hr emergency shelter, with d crisis intervention services provided. This is a voluntary shelter for up to 14 days that offers counseling and outreach services, including workshops and support groups.
- YWCA Domestic Assault Program provides shelter and services to domestic violence victims and their children. While in the shelter, women and children can receive counseling, support groups, advocacy and information and referral services to outside organizations. There is a maximum stay of five weeks at this facility.
- Oakland House managed by Kalamazoo Community Mental Health and Substance Abuse Services is an emergency shelter provides housing for "hard to serve" homeless persons. Priority is given to mental health clients and those referred by other agencies.
- Ministry with Community is a drop in center for people who need assistance, particularly the homeless. This is not an overnight shelter, but provides services to persons needing support in their recovery from homelessness or poverty. The drop-in shelter offers laundry services, showers, haircuts, a place for mail pick up, meals, support for addiction recovery, help searching for birth records and access to social workers.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

The following text describes the availability of housing to meet the needs of persons or households with special needs and corresponds to the information provided in the Non-Homeless Special Needs section of the Needs Assessment.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs.

As noted in the Needs Assessment, persons with disabilities and other special needs also are in need of affordable housing, which often needs to also be accessible, with supportive services on-site or with access to supportive services such as health care, counseling, amongst others. The following housing facilities within the City of Portage offer housing options for persons with special needs.

- The Hearthside I & II Apartments is an independent living senior housing development with 160 units: 128 units are rented only to senior citizens at or below 60% of median county income.
- Residential Opportunities, Incorporated (ROI) owns two developments within the city that are rented at affordable rates to low-income persons, with some units occupied by persons with special needs.
  - The first development is comprised of two, four-unit apartment buildings on Schuring Road, which are rented to low-income households at fair market rents with a monthly utility cost credit.
  - The second development is Barrington Woods, a 32-unit apartment development located near Garden Lane and Kingston Street. 12-units rented to persons with disabilities.
- Spring Manor provides 102 units of affordable housing for seniors 55 years old and older whose income does not exceed 60% of the area median income.
- Portage Pines provides 27 subsidized one-bedroom units for senior citizens or disabled persons needing assisted living.
- Gladys Street Apartment provides 10 units of affordable rental housing to persons with disabilities. The City of Portage provided a CDBG Program grant to assist with the predevelopment costs (connection to public water and sewer) related to this complex.
- Adult foster care homes are residential settings that provide 24-hour personal care and supervision for individuals with physical or developmental disabilities, mentally ill, or aged who cannot live alone but do not need continuous nursing care. As of December 2015 there were 16 licensed adult foster care homes in the City of Portage with a total capacity to serve 145 persons with disabilities.

- In addition to adult foster care homes, there were three additional homes for the aged, Altera Wynwood, Altera Clare Bridge and Bickford Cottage that provide an additional 93 beds for seniors, 93 of which are for memory impairments such as Alzheimer's and dementia.

In addition to the above facilities for seniors and persons with disabilities, the following organizations provide housing and/or support services within Kalamazoo County:

Persons with Alcohol/Drug Addictions

The following organizations within Kalamazoo County provide supportive housing for persons with alcohol/drug additions.

- James Gilmore Jr. Community Healing Center: provides emergency and transitional housing for adult substance abusers.
- Open Door: provides transitional housing for male recovering substance abusers.
- Kalamazoo Gospel Mission: the Family Hope Recovery Program provides mothers with substance abuse transitional housing.

Persons with HIV/AIDS

Community AIDS Resource & Education Services (CARES) of Southwest Michigan operates an office in Kalamazoo and provides transitional and permanent housing to persons with HIV/AIDS through a Housing Opportunities for People with AIDS (HOPWA) grant awarded by HUD. CARES offers rental assistance funds to assist clients with maintaining stable housing. In 2015, CARES assisted four Portage households with rental assistance.

Domestic Violence/Sexual Assault

As noted in the Needs Assessment, the YWCA provides emergency shelter and transitional housing to victims of domestic violence and sexual assault. Over the past two years, an average of 18 shelter clients from Portage received YWCA emergency shelter services and counseling for domestic assault and 1 shelter client from Portage received shelter and counseling services for sexual assault. The YWCA currently provides 21 units of transitional housing, and 4 units are located within the City of Portage.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.

The Kalamazoo County Continuum of Care and Kalamazoo County Multi-Purpose Collaborative Body work together to ensure proper discharge policies are in place for persons returning from mental and physical health facilities. Such efforts include working closely with area hospitals (including emergency rooms), psychiatric facilities, the Veteran's Administration and Kalamazoo Community Mental Health and Substance Abuse Services, among others, to ensure there are

established guidelines for community placement and aftercare services that are sufficient to meet the needs of the individual, and importantly, reduce the risk of becoming homeless.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

The City of Portage has provided consistent funding to human service agencies within Kalamazoo County which provide supportive housing and/or supportive services to persons with special needs. For over 20 years, the city has allocated the maximum 15% of the CDBG Program budget to human services, and allocates 0.55% of the city's General Fund revenues to provide grant to human service agencies that provide specialized services to Portage residents in need. In addition, the CDBG Program has periodically provided grants to assist with the predevelopment costs and/or rehabilitation costs of special needs housing. Finally, as noted above, the city has granted several tax abatements/PILOT to assist with the development and redevelopment of special needs, affordable rental housing.

Barriers to Affordable Housing

Each Grantee is asked to describe any negative effects of public policies on affordable housing such as tax policies affecting land and other property, land use controls, zoning ordinances, building codes, fees and charges, growth limits and other policies that affect the return on residential development. The following is a summary of the efforts by the City of Portage to encourage affordable housing options and remove barriers that may impede its development.

Land Use

The City's Comprehensive Plan, which was last updated in 2014 and serves as a policy guide for future development, is not an impediment to affordable housing. The Plan designates 11,599 acres for single family and multi-family residential use and recommends a variety of housing strategies for residential development and redevelopment, including a range of house and lot sizes, creative development options (such as cluster, open space and average lot size developments) for properties with unique features, and mixed use developments. In addition, the Comprehensive Plan acknowledges the importance of neighborhood preservation and providing for affordable housing options.

The Zoning Ordinance permits small minimum lot sizes (7,800 square feet) given the development patterns of the city, and minimum dwelling sizes of 1,040 square feet for single-family dwellings. These minimum lot sizes and minimum dwelling area requirements are not excessive in comparison to surrounding communities and do not preclude the development of affordable housing. In addition, one-family attached, two-family, multiple-family, and mixed-use development options are provided in the Zoning Ordinance, consistent with the Comprehensive Plan, to provide for a range of housing options.

Building Code and Fees

The City of Portage administers the 2015 Michigan Residential Code, which is the building code required for all municipalities in the State of Michigan. Permit fees for construction activities are generated from the estimated valuation of the projects. The permit fee schedule is reviewed annually to ensure the rates are based on the actual cost of review and necessary inspections. The annual review also includes a survey of other Kalamazoo County communities as well as similar-sized Michigan communities. The survey indicates that building fees charged by Portage are in many instances lower.

There are no development or impact fees assessed for construction projects. However, depending on the lot there may be a special assessment fee for sewer and water or other capital improvements that were previously installed and paid for by the city at large. These special assessment fees are intended to recoup the cost incurred by the city to install these public improvements that benefit adjacent property owners.

Property Tax Policies: Residential property is uniformly appraised according to the Michigan State Tax Commission Assessor's Manual. In an effort to provide more housing choices for persons of low and moderate income in the City, the Portage City Council has offered a tax exemption and Payment in Lieu of Taxes (PILOT) for multiple-family residential apartment developments, which provide affordable rental housing units. Several PILOT's have been granted over the years and continue to be offered. In addition, a 2015 Municipal Tax Rate Survey of 50 selected cities with a population over 20,000, Portage had the 6th lowest millage rate (10.9 mills). This lower municipal millage rate allows overall housing costs to be lower for a similarly valued house in many other municipalities. Finally, the City of Portage offers annual tax exemptions for households living below the poverty level.

Growth Limits

The City of Portage does not have growth limit policies in place. Growth is encouraged in all areas of the city through the availability of public streets, water, sanitary sewer and public transit in selected areas.

Return on Residential Investment

As noted above, the city of Portage encourages a variety of housing types. All properties are provided public street access and more than 90% of the city is serviced by public utilities. The availability of public infrastructure improvements, in conjunction with low municipal millage rates and low development fees, helps to ensure an acceptable rate of return on investment.

Non-Housing Community Development Assets

Introduction

This section of the Consolidated Plan provides an overview of the economic conditions in the City of Portage and the ability of the local work force to satisfy the needs of local businesses. A discussion of the information presented in the tables below follows at the end of this section.

Economic Development Market Analysis

Table 45 - Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	200	382	1	2	0
Arts, Entertainment, Accommodations	1,654	2,527	11	11	0
Construction	555	593	4	3	-1
Education and Health Care Services	2,562	1,881	17	8	-9
Finance, Insurance, and Real Estate	1,154	1,816	8	8	0
Information	175	64	1	0	-1
Manufacturing	3,089	6,923	21	29	9
Other Services	586	702	4	3	-1
Professional, Scientific, Management Services	1,042	1,179	7	5	-2
Public Administration	0	0	0	0	0
Retail Trade	1,656	4,201	11	18	7
Transportation and Warehousing	313	283	2	1	-1
Wholesale Trade	911	1,480	6	6	0
Total	13,897	22,031	--	--	--

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Table 46- Labor Force

Total Population in the Civilian Labor Force	25,039
Civilian Employed Population 16 years and over	22,535
Unemployment Rate	10.00
Unemployment Rate for Ages 16-24	36.40
Unemployment Rate for Ages 25-65	6.93

Data Source: 2007-2011 ACS

Table 47– Occupations by Sector

Occupations	Number of People
Management, business and financial	6,264
Farming, fisheries and forestry occupations	768
Service	1,718
Sales and office	6,237

Occupations	Number of People
Construction, extraction, maintenance and repair	1,368
Production, transportation and material moving	1,320

Data Source: 2007-2011 ACS

Table 48- Travel Time

Travel Time	Number	Percentage
< 30 Minutes	17,671	82%
30-59 Minutes	3,000	14%
60 or More Minutes	775	4%
Total	***21,446***	***100%***

Data Source: 2007-2011 ACS

Education:

Table 49- Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		
	Civilian Employed	Unemployed	Not in Labor Force
Less than high school graduate	362	186	225
High school graduate (includes equivalency)	3,080	522	1,159
Some college or Associate's degree	6,644	646	1,385
Bachelor's degree or higher	8,375	328	1,308

Data Source: 2007-2011 ACS

Table 50- Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	18	38	15	52	171
9th to 12th grade, no diploma	351	176	197	295	462
High school graduate, GED, or alternative	1,101	1,050	1,145	2,566	2,251
Some college, no degree	1,724	1,527	1,604	2,904	1,329
Associate's degree	295	764	552	1,346	200
Bachelor's degree	612	1,993	1,857	2,741	1,054
Graduate or professional degree	51	594	998	1,850	817

Data Source: 2007-2011 ACS

Table 51– Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	18,092
High school graduate (includes equivalency)	26,873
Some college or Associate's degree	34,075
Bachelor's degree	47,861
Graduate or professional degree	71,482

Data Source: 2007-2011 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The top five business sector categories include Manufacturing (6,923); Retail Trade (4,201); Arts, Entertainment, Accommodations (2,527); Education and Health Care Services (1,881) and Finance, Insurance and Real Estate (1,816).

Describe the workforce and infrastructure needs of the business community:
As shown in Table 45, the total number of jobs available in the City of Portage based on the business sector categories provided is 22,031, while there were 13,987 Portage residents to staff these jobs. As a result, the City of Portage is a net importer of jobs, meaning that people outside the city commute into Portage to work.

Table 46 indicates there were 25,039 residents in the civilian labor force and 22,535 residents 16 years of age and older that were employed based on the 2007-2011 ACS data. Although the unemployment rate listed in Table 46 indicates 10%, the 2014 annual unemployment rate for the City of Portage was 5.1% as reported by the Michigan Department of Technology, Management and Budget. Table 47 shows the top six occupation categories for Portage's civilian labor force. The top two categories are: 1) Management, Business and Financial, and 2) Sales and Office. These professional jobs correlate to the high number of college educated residents (nearly 40% of the total population) who live in the city as shown in Tables 49 and 50 and higher median earnings as shown in Table 51.

Table 48 shows the workforce travel time. As indicated, 82% of the workforce had a commute time of less than 30 minutes, which suggests people are living closer to where they work. The mean travel time was 19.1 minutes as also reported in the 2007-2011 ACS.
The local government provides important infrastructure improvements that are critical for business success such as well-maintained public roads, water for domestic and fire protection needs, sanitary sewer service, public safety (police and fire response) and quality of life amenities such as recreational and cultural opportunities for business owners and employees. The City of Portage annually reviews/adopts a 10-year Capital Improvement Program that identifies important community infrastructure needs as well as the financing necessary to implement these improvements.

Low municipal tax rate and utility rates (water and sanitary sewer) are also important for business investment. The City of Portage tax rate has maintained stable (10-11 mills) for over 30 years. The city also continues to maintain low utility rates. Low tax and utility rates can help offset increasing costs of doing business and promote job growth in the community.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

The Portage economy remains confident and continues to show signs of positive growth. In Fiscal Year (FY) 2009-2010, immediately following a period of significant economic decline, only $18.1 million in new construction value occurred in the City of Portage. In comparison, FY 2010-2011 through the first part of FY 2015-16 have demonstrated a significant increase and affirmative growth in development activity. New construction value peaked in FY 2014-15 with a value of $80.5 million, and for the first half of FY 2015-16, new construction value has already been recorded at $43.4 million. Residential, commercial and industrial development have all increased since 2009 and continued growth is expected during the next five year period. Ongoing and anticipated projects planned within the local industrial sector are anticipated to spur further growth and likely result in an increase in local administrative and manufacturing jobs over the next five-year period. Planning for the construction of a third, 105,000 square foot, five-story, class A office building within the Trade Center development project is underway. Residential projects that are underway or in the planning stage include Copperleaf, Oakland Hills, Whisper Rock and Pinefield. No workforce development is needed to support these projects and public infrastructure is already in place that ensure "shovel ready" development sites.

Although not located in the City of Portage, other new area development projects can impact the local economy over the next five year period such as Western Michigan University's new Home Stryker M.D. School of Medicine and Kalamazoo Valley Community College's $42 million dollar Healthy Living Campus both located in downtown Kalamazoo.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

As shown in Table 47, the top two occupation categories for the Portage civilian labor force are Management, Business and Financial, and Sales and Office. These professional jobs correlate to the high number of college educated residents (nearly 40% of the total population) who live in the city. Also, over 95% of the Portage population is a high school graduate or higher level of education resulting in a highly skilled workforce to help meet the demands of the local businesses.

The W.E. Upjohn Institute for Employment Research reported in the 4th quarter of 2015 that the majority of job postings from employers during the past 12 month period required at least a bachelor's degree. Jobs requiring a high school education numbered just over one-half as many jobs as those requiring a bachelor's degree. This trend bodes well for Portage's highly educated workforce.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

There are several workforce training opportunities within Kalamazoo County and sponsored by different organizations and/or entities. These include:

- Career Academies and Certificate Programs offered at the Kalamazoo Valley Community College.
- Education for Employment programs that offer career and technical education through the regional educational service agencies to 10th-12th grade students.
- Local Intermediate School District that partners and assists a local school district in providing programs and services.
- Michigan Works! that connects people who need jobs with companies who need to fill jobs.

Also, and related to the Michigan Works! program, the Employment Management Services Division of the Upjohn Institute manages employment and training services for several southwestern Michigan counties including Kalamazoo. Government-funded programs include:

- Welfare-to-Work
- School-to-Work
- Public Employment Service
- Workforce Investment Act
- Michigan Prisoner Re-entry Initiative

The programs listed above are intended to assist unemployed, under-employed or disadvantaged workers meaningful financially sustainable employment that will reduce homelessness and/or housing cost burdens.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

A Comprehensive Economic Development Strategy Plan was lasted completed in September 2014 and included a five county area, including Kalamazoo County.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Five goals and corresponding objectives were identified in the Southcentral CEDS based on qualitative and quantitative analysis. The five goals include 1) developing a skilled workforce; 2) Making downtowns an attractive place to live, work and play; 3) consolidate/streamline/share government services; 4) improve infrastructure in the region; and 5) Promote brownfield redevelopment. Although the CEDS plan does not include any specific projects located in the City of Portage, the city will collaborate with other economic development organizations and local units regarding workforce development, consolidating/sharing government services and improving infrastructure in the region. The City of Portage does have an active Brownfield Redevelopment program and has collaborated in the past with the Kalamazoo County Brownfield Redevelopment Authority.

Additionally, the City of Portage updated the Comprehensive Plan for the community in 2014, which includes an economic development section that promotes growth and development. A strong economic base is viewed as vital to the continued ability of the City of Portage to meet future growth and development challenges. Although the state, regional and local economies are still rebounding from the 2008 economic downturn, the City of Portage has made significant progress to balance and diversify the local economy through continued infrastructure improvements, maintaining low tax and utility rates, offering incentives to eligible businesses, among others. A balanced and diverse economy is essential to maintain community stability and provides the economic foundation from which essential public services can be financed that are necessary existing and future businesses

Discussion

Through the continued investment in public infrastructure improvements, public services and quality of life amenities such as recreational and cultural opportunities, and collaboration with other local governmental units and area economic development agencies, the city of Portage has maintained a very strong and balanced local economy. A strong economy helps support (re)investment by the business sector which then creates job opportunities. As the data shows, the city has a large and diversified employment base and an educated workforce to support business development.

CITY OF PORTAGE **COMMUNICATION**

TO: Human Services Board **DATE:** January 29, 2016

FROM: Vicki Georgeau, Director of Community Development

SUBJECT: FY 2016-17 Human/Public Service Funding Application Review

For FY 2016-17, a total of *$167,874* of General Fund and Community Development Block Grant (CDBG) Program funds are estimated to be available for human public service funding from two sources:

1. The General Fund allocation, which is estimated to be *$129,438* (0.55% of the General Fund revenue per City Council policy); and
2. The CDBG Program allocation, which is estimated to be *$38,436* (15% of the estimated FY 2016-17 entitlement grant and prior year program income).

The above human/public services funding compares to $168,135 available in the current fiscal year, derived from the General Fund ($125,625) and CDBG Fund ($42,510). The total estimated funding in the upcoming fiscal year represents a less than 1% decrease ($261) from FY 2015-16 with an increase in General Fund monies but a decreased estimated allocation from the CDBG Program Fund. The city does not anticipate being notified of its CDBG entitlement grant amount until mid-February 2016 and, at this time, funding for FY 2016-17 is estimated for the CDBG Program.

Attached are the Human/Public Service Application Summary Forms for each of the seven General Fund applications and the one CDBG Fund application. These summary forms highlight agency activities for which funding has been requested, and supplement the complete applications submitted by the agencies that were provided to the City Council and Human Services Board in December 2015.

The review of applications and FY 2016-17 funding options have been completed based on:

1. The extent to which each application fulfills the Human Services Funding Evaluation Criteria (attached), which are: basic human needs, accessibility of services, collaboration of services, Portage citizens served, outreach, and funding capacity and resources.
2. Review of the score and ranking of each application in comparison to other applications, the funding requested, the current annual funding levels as determined by City Council, and current grantee agency performance.

1. CDBG Program Fund

One application from the Portage Community Center (PCC) was received in the amount of $34,400, which is less than the estimated amount available. As noted above, the current estimate of funding available ($38,436) is based on the projected FY 2016-17 entitlement grant and program income received through December 31, 2015 in FY 2015-16.

The City of Portage CDBG Program for many years has allocated the maximum 15% permitted by Federal regulations toward human/public services. This fund allocation method has ensured consistency with the intent of federal regulations that funding be directed to core programs such as

housing, neighborhood improvement, and capital improvements where considered essential. Table 1 shows the PCC funding request, the City Administration application score and ranking based on the established Human Services Funding Evaluation Criteria.

Table 1

Agency	Funding Requested	Funding Request as Percent of Program Budget	Funding Request as Percent of Funding Available	Evaluation Criteria Ranking/(Score)
Portage Community Center	$34,400	28.6%[1]	83.5%[2]	1 / (185)

[1] Percent shown includes the CDBG Program Fund and General Fund requests combined (figure based on FY 2015-16 budget).
[2] Percent shown includes the CDBG Program Fund and General Fund requests combined.

PCC coordinates and administers numerous programs for persons in need, hosts other agency programs and provides referrals to other agencies as necessary. If awarded, the CDBG Program would fund the PCC emergency assistance, transportation and youth recreation scholarship programs to Portage families in need.

2. General Fund

Seven agencies submitted applications in the total amount of $152,767, compared to the total available General Fund allocation of $129,438. With the exception of the Goodwill Industries and Lending Hands of Michigan, all applicants were funded in FY 2015-16. Goodwill Industries was previously funded in FY 2014-15. Fully funding the applicants at the requested amount is not possible due to funding constraints faced by the city. Table 2 shows the applications received, funding requested, application scores as assigned by the City Administration together with the ranking of the applications based on the Human Services Funding Evaluation Criteria.

Table 2

Agency	Funding Requested	Funding Request as Percent of Program Budget	Funding Request as Percent of Funding Available	Evaluation Criteria Ranking/(Score)
PCC	$98,000	28.6%[1]	83.5%[2]	1 / (185)
Housing Resources	$20,000	1.37%	12.6%	1 /(185)
YWCA	$11,130	0.83%	7.0%	3 / (180)
Catholic Charities	$11,137	0.9%	7.0%	4 / (175)
Goodwill Industries	$2,000	1.27%	1.3%	5 / (155)
Gryphon Place	$2,500	0.54%	1.6%	6 / (150)
Lending Hands	$8,000	12.4%	5.0%	7 / (145)
Total	$152,767			

[1] Percent shown includes the CDBG Program Fund and General Fund requests combined (figure based on FY 2015-16 budget).
[2] Percent shown includes the CDBG Program Fund and General Fund requests combined.

Subsequent to the determination of applicant scores and rankings, options for funding levels for the upcoming fiscal year can be considered. The City Administration will develop funding recommendations for FY 2016-17, which will be provided to the Board for consideration during its March 3, 2016 meeting. In the interim, also attached is a table that provides the Board's initial application scores and ranking for consideration.

Attachments: Human Services Board FY 2016-17 Initial Application Evaluation Scores/Ranking;
Human/Public Service Application Summary Forms;
Human Services Evaluation Criteria Form;

Human Servcies Board FY 2016-17 Initial Application Evaluation Scores/Ranking

Board Member	Catholic Charities	Goodwill	Gryphon Place	HRI	Lending Hands	YWCA	PCC-General		PCC CDBG
Durian	180	80	155	170	140	185	175		175
Kokkinos	140	120	140	190	100	150	195		135
LaPoint	145	75	135	160	135	150	185		185
Maye	160	135	160	185	120	180	185		185
Mirza	170	155	185	185	150	185	190		200
Morgan	185	160	170	190	120	200	200		200
Sheppard									
Spalvieri	155	130	130	180	140	170	165		165
Woodin	175	150	145	185	150	170	170		170
AVERAGE SCORE	*164*	*126*	*153*	*181*	*132*	*174*	*183*		*177*
RANKING	*4*	*7*	*5*	*2*	*6*	*3*	*1*		*1*

HUMAN SERVICES FUNDING EVALUATION CRITERIA

In addition to the criteria listed below, which apply to the service(s) to be provided with the funding requested, the following Mission Statement for the Human Services Board will also serve as a guide to the Board in its review and recommendation of funding applications:

The mission of the Human Services Board is to facilitate the satisfaction of the basic human needs of all Portage citizens by educating and advising the City Council, Portage human service agencies, and the community at large.

1. EXTENT TO WHICH THE PROGRAM ADDRESSES A BASIC HUMAN NEED
(QUESTION 10 ON APPLICATION)

(Select only one that most closely fits)

"Basic Human Needs" are considered to include:	Score
Provision of housing (e.g, emergency, transitional, permanent, homelessness/ prevention such as eviction, foreclosure, and/or utility shut-off prevention)	50
Provision of food (e.g., direct food distribution, food bank/pantry, Meals on Wheels)	40
Provision of health and safety services (e.g., emergency services, health care, crisis intervention, etc.)	30
Provision of job training, educational services, transportation, or quality of life enhancements	20
Provision of clothing (e.g, direct, free/low-cost clothing and/or distribution)	10
None of the above	0

2. ACCESSIBILITY OF THE PROGRAM SERVICE TO PORTAGE RESIDENTS
(QUESTION 11 ON APPLICATION)

5 = Not Accessible to 25 = Easily Accessible

(Select only one that most closely fits)

"Accessibility" can be considered to be:	Score
Services located in Portage	25
Services regularly provided in Portage (e.g. at a facility located in Portage or at the citizen's location)	20
Services accessible after normal (8 a.m.-5 p.m.) business hours, 24-hour phone hot line, or other methods	15
Services available / accessible via public bus routes and/or transportation by agency	10
None of the above	0

3. DOES APPLICANT HAVE WORKING RELATIONSHIPS / COLLABORATIONS WITH OTHER ORGANIZATIONS SERVING PORTAGE RESIDENTS?
(QUESTION 13 ON APPLICATION)

5 = Fragments Service Delivery to 25 = Coordinates or Improves Service Delivery

(Select only one that most closely fits)

"Coordinates or Improves Service Delivery" can be generally considered to be:	Score
Services are unique in community and not duplicated by others	25
Services are similar to others but carefully coordinated to avoid duplication	20
Services are similar to others but Information and Referral is routinely provided to avoid fragmentation	15
Services are similar to others and some fragmentation of services occurs	10
None of the above	0

4. OF PORTAGE RESIDENTS SERVED, ARE MAJORITY ECONOMICALLY OR SOCIALLY DEPRIVED, SENIOR CITIZENS, OR PERSONS WITH DISABILITIES?
(QUESTION 14 ON APPLICATION)

5 = No Special or Unusual Needs to 25 = Economically or Socially Deprived

(Select only one that most closely fits)

"Economically or Socially Deprived" can be generally considered to be:	Score
Clientele is extremely low income and/or disabled and/or victim of abuse and/or other situation	25
Clientele is low income and/or senior citizens	20
Clientele is vulnerable or at risk of one of the above	15
Clientele is in need of services	10
None of the above	0

5. PERCENT OF PORTAGE CLIENTS SERVED
(QUESTION 5 ON APPLICATION)

5 = Few to 25 = Many

(Select only one that most closely fits)

"Many" clients served can be considered to be:	Score
Portage clients equals 51-100% of clients served by agency	25
Portage clients equals 31-50% of clients served by agency	20
Portage clients equals 16-30% of clients served by agency	15
Portage clients equals 7.6-15% of clients served by agency	10
Portage clients equals 1-7.5% of clients served by agency	5
Portage clients equals >1%	0

6. AMOUNT OF OUTREACH EFFORTS
(QUESTION 15 ON APPLICATION)

5 = No Outreach to 25 = Extensive Outreach Efforts to People in Needs

(Select only one that most closely fits)

"Extensive Outreach" can be considered to be: regular newsletter distribution; cable access PSAs; advertisements/marketing campaigns; service listing in I&R databases/directories (2-1-1, United Way, etc.); presentations to community organizations/schools; open houses; coordination/provision of services with/at other agencies; participation in community collaborative efforts (e.g., MPCB, KLAHP, etc.)	Score
Utilizes 5 or more methods of outreach to Portage residents	25
Utilizes 4 methods of outreach to Portage residents	20
Utilizes 3 methods of outreach to Portage residents	15
Utilizes 2 methods of outreach to Portage residents	10
Utilizes 1 method of outreach to Portage residents	5

For new programs/agencies in the community for less than five years, use criterion 7(A).
For programs/agencies in the community for five or more years, use criterion 7(B).
(QUESTION 6 (YEAR STARTED) AND 3 (% FUNDED) ON APPLICATION)

7(A). ABILITY OF AGENCY TO RECEIVE OTHER FUNDING **OR**

5 = Extensive to 25 = Limited

(Select only one that most closely fits)

"Limited" ability to receive other funding for "new" applicants can be generally defined as follows:	Score
Grant request equals 51% or more of the agency's budget	25
Grant request equals 31-50% of the agency's budget	20
Grant request equals 11-30% of the agency's budget	15
Grant request equals 6-10% of the agency's budget	10

Grant request equals 0-5% of the agency's budget	5

7(B). ABILITY OF AGENCY TO LEVERAGE OTHER FUNDING

5 = Limited to 25 = Extensive

(Select only one that most closely fits)

"Extensive" leveraging of other funding for "previous" applicants can be generally defined as follows:	Score
Grant request equals 0-5% of the agency's budget	25
Grant request equals 6-10% of the agency's budget	20
Grant request equals 11-30% of the agency's budget	15
Grant request equals 31-50% of the agency's budget	10
Grant request equals 51% or more of the agency's budget	5

HUMAN/PUBLIC SERVICE
APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Catholic Charities, 1819 Gull Road, Kalamazoo, MI 49048

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $11,137
   FUNDING AWARDED FY 2015-16: $11,100

3. **AMOUNT OF FY 2016-17 REQUEST:** $11,137

4. **MISSION OF AGENCY:** To provide people with compassionate social services in the manner of Jesus Christ, to advocate for justice and to cultivate caring communities in the Diocese of Kalamazoo.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** Catholic Charities fulfills its mission through the provision of services to runaway and homeless youth, youth and families in crisis, pregnant and parenting women and teens, and senior citizens.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Funds will support the general operating expenses for The ARK Shelter for youth ages 10-17 which includes: meals, individual counseling, group sessions, case management, family counseling, recreational and skill-building activities, and more.

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 15

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 7.5%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $307 per day of care

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 0.9%

-HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Goodwill Industries of Southwest Michigan, 420 East Alcott Street, Kalamazoo, MI 49001

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☒ NO: ☐
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): N/A
   FUNDING AWARDED FY 2015-16: N/A

3. **AMOUNT OF FY 2016-17 REQUEST:** $2,000

4. **MISSION OF AGENCY:** Goodwill Industries of Southwest Michigan provides employment, education, training, and support services to individuals and families so they can achieve self-sufficiency.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** Tax Counseling Initiative, Adult Job Training and Placement, Youth Career Development, Employment and Transitional Work Program, Financial Literacy, Literacy Programs, GED Preparation Courses, and operates Southwest Michigan Industrial Services.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Tax Counseling Initiative at three sites for the 2016 tax season: Portage Community Center and Bowers Manufacturing located in Portage and for Portage residents at Plumbers and Pipefitters Local in Vicksburg.

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 280

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 25%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $24

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 1.27%

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Gryphon Place, 3245 South 8th Street, Kalamazoo, MI 49009

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $7,000
   FUNDING AWARDED FY 2015-16: $2,340

3. **AMOUNT OF FY 2016-17 REQUEST:** $2,500

4. **MISSION OF AGENCY:** Gryphon Place connects with people and organizations to assist in resolving crisis conflict and meeting life challenges.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** 1) 2-1-1/Information and Referral service that provides 24/7 Crisis Intervention and Comprehensive Information and Referral (including volunteer opportunities); 2) Gatekeeper Program for students focused on prevention and intervention focused on suicide and other forms of violence; 3) Dispute Resolution Services (DRS) that provides trained mediators; and 4) Critical Incident Stress Management Teams administered and coordinated by volunteers to help those impacted by traumatic events and Suicide Prevention and recovery services.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** 2-1-1/Information and Referral

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 2,105

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 4.7%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $8.34

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 0.54%

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Housing Resources, Inc., 420 East Alcott Street, Suite 200, Kalamazoo, MI 49001

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $20,000
   FUNDING AWARDED FY 2015-16: $19,780

3. **AMOUNT OF FY 2016-17 REQUEST:** $20,000

4. **MISSION OF AGENCY:** The assurance of housing for socially or economically vulnerable persons of Kalamazoo County.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** HRI provides a range of emergency, transitional and permanent housing assistance, including: Coordinated Assessment and Referral providing a community-wide housing delivery system; the Eleanor House Rapid Re-housing Center (emergency shelter); Homeless Prevention Services; and Permanent Supportive Housing including (Rickman House for mentally-ill single adults, additional permanent affordable rental housing complexes Pinehurst Townhomes, Summit Park Apartments, and Rosewood).

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Housing Stabilization Program (which includes Coordinated Assessment and Referral, Homeless Prevention and Rapid Re-housing Services, and a scattered-site Permanent Supportive Housing program).

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 175

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 17.2%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $785 Homeless Prevention/$2,525 Rapid Re-housing

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 1.37%

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Lending Hands of Michigan, Inc., 5350 Ivanhoe Court, Portage, MI 49002

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☒ NO: ☐
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): N/A
   FUNDING AWARDED FY 2015-16: N/A

3. **AMOUNT OF FY 2016-17 REQUEST:** $8,000

4. **MISSION OF AGENCY:** Lend out basic home medical equipment for free to anyone in our seven county service area of Southwest Michigan.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** Lend medical equipment for free to anyone for up to nine months.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** To support the placement of medical equipment to Portage residents.

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 403

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 20%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $19.85

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 12.4%

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** YWCA, 353 East Michigan Avenue, Kalamazoo, MI 49007

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $8,915
   FUNDING AWARDED FY 2015-16: $11,130

3. **AMOUNT OF FY 2016-17 REQUEST:** $11,130

4. **MISSION OF AGENCY:** Eliminating racism, empowering women and promoting peace, justice, freedom and dignity for all by offering services and programs which are designated to improve the lives of children, care for victims of assault and violence and advance women and women's issues.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** The Kalamazoo YWCA offers: Domestic and Sexual Violence Crisis Intervention programs; Women's Economic Empowerment programs; and Racial Justice Initiatives, Community Education and Awareness programs.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Domestic Assault Program (DAP) and Sexual Assault Program (SAP) both which provide 24-hour crisis intervention, forensic exams, counseling, support/advocacy groups, and information and referral services. The DAP also provides emergency shelter and transitional supportive housing for victims and children.

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 13 (SAP) and 24 (DAP)

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** 13.4% (SAP) and 3.1% (DAP)

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** Varies but $1,100 (sexual assault exam and services), $32 for one night of shelter, and $75 for one hour of counseling

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 0.83% for both programs

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Portage Community Center, 325 East Centre Avenue, Portage, MI 49002

2. **APPLICATION TYPE:** GENERAL FUND: ☒ CDBG FUND: ☐
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $100,000
   FUNDING AWARDED FY 2015-16: $80,475

3. **AMOUNT OF FY 2016-17 REQUEST:** $98,000

4. **MISSION OF AGENCY:** Creating a better community by helping individuals and families in need.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** Youth and social development, emergency assistance, program development, program coordination to host services of other agencies, affordable housing, meeting space, and volunteer opportunities.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Youth Development, Community Collaboration- Hosted Services, and Emergency Assistance

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 5,274

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** Youth Development 100%/unable to track for Community Collaboration/Emergency Assistance 70%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** Youth Development $7.62/Community Collaboration $10.00/Emergency Assistance $16.97

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 28.6% for both CDBG and General Fund requests

HUMAN/PUBLIC SERVICE APPLICATION SUMMARY FORM

1. **NAME/ADDRESS OF ORGANIZATION:** Portage Community Center, 325 East Centre Avenue, Portage, MI 49002

2. **APPLICATION TYPE:** GENERAL FUND: ☐ CDBG FUND: ☒
   NEW APPLICATION: YES: ☐ NO: ☒
   MOST RECENT PRIOR YEAR REQUEST (FY 2015-16): $35,000
   FUNDING AWARDED FY 2015-16: $42,510

3. **AMOUNT OF FY 2016-17 REQUEST:** $34,400

4. **MISSION OF AGENCY:** Creating a better community by helping individuals and families in need.

5. **SUMMARY OF ALL SERVICES PROVIDED BY AGENCY:** Youth and social development, emergency assistance, program development, program coordination to host services of other agencies, affordable housing, meeting space, and volunteer opportunities.

6. **SERVICES PROPOSED TO BE PROVIDED WITH GRANT FUNDS:** Emergency assistance, youth recreation scholarship, transportation assistance.

7. **NUMBER OF PORTAGE RESIDENTS EXPECTED TO BE SERVED:** 4,089

8. **PERCENTAGE OF TOTAL CLIENTS THAT ARE PORTAGE RESIDENTS:** Emergency Assistance 66.2%/Transportation Assistance and Youth Recreation Scholarships both 100%

9. **AVERAGE COST OF ONE UNIT OF SERVICE:** $18.74 for Emergency Assistance/$0.94 for Transportation Assistance/$16.39 for Youth Recreation Scholarships

10. **FUNDING REQUEST AS PERCENT OF BUDGET:** 28.6% for both CDBG and General Fund requests