

**CITY OF PORTAGE  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
FY 2020-21 ANNUAL ACTION PLAN – SUBSTANTIAL AMENDMENT**

**Introduction**

The FY 2020-21 Annual Action Plan, Strategy for Housing and Community Development Needs, includes activities and programs to fulfill identified needs outlined in the 2016-2020 Consolidated Plan. The five-year Consolidated Plan and the Annual Action Plan elements are required in order to apply for and receive Community Development Block Grant (CDBG) entitlement program funds from the U.S. Department of Housing and Urban Development (HUD), which have been awarded to the City since the mid-1970s.

The FY 2020-21 Annual Action Plan was approved by City Council on May 12, 2020, and subsequently submitted to the Detroit HUD Field Office on May 9, 2020 for review and approval. The 2020-21 Annual Action Plan was then substantially amended in October 2020 due to the first tranche of CDBG-CV funding through the CARES Act. The Activities and expenditures of CDBG funds must meet three national objectives: 1) benefit low- and/or moderate-income persons, 2) aid in the prevention or elimination of blight, and 3) meet urgent community development needs. In order to meet these national objectives, the approved FY 2020-21 Annual Action Plan includes five inter-related activities pertaining to three goals to be carried out during the program year. The table below lists the goals, the program activity, an activity description, and the planned objectives and outcomes.

Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Affordable Owner Housing	Affordable Housing	City-wide	Affordable Owner Housing	CDBG: \$192,896	-Homeowner Housing Rehabilitation: 12 Household/ Housing Units -Direct Financial Assistance to Homebuyers: 3 Households Assisted
Neighborhood Improvement	Non-Housing Community Development	Low- and Moderate-Income Areas	Neighborhood Improvement	CDBG: \$64,366	Housing Code Enforcement/Foreclosed Property Care: 350 Household/Housing Units
Public Services	Homeless, Non-Homeless Special Needs	City-wide	Public Services	CDBG: \$44,618	Public Service Activities for Low/Moderate Income Housing Benefit: 4,000 Households Assisted

The approved FY 2020-21 Annual Action Plan also allocated \$44,914 towards Grant Planning/Administration, which includes preparation of HUD-required plans and reports, Environmental Review, Fair Housing education and enforcement activities, and an update of the 2016-2020 Consolidated Plan.

## **Proposed 2<sup>nd</sup> Substantial Amendment to the FY 2020-21 Annual Action Plan**

In response to the Coronavirus Pandemic (COVID-19) the United States Department of Housing and Urban Development (HUD) the City of Portage received an allocation of \$130,474 of Community Development Block Grant Program – Coronavirus Response funds (CDBG-CV) to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, which was signed by President Trump on March 27, 2020, to respond to the growing effects of this historic public health crisis.

In October of 2020, the City of Portage amended the FY 2020-21 Annual Action Plan to incorporate three additional projects using the additional CDBG-CV allocation amount \$130,474. Since then, the City of Portage has been notified that it will receive an additional allocation of Community Development Block Grant Program – Coronavirus Response funds (CDBG-CV3) in the amount of \$237,041. The City seeks to amend the FY 2020-21 Annual Action Plan again to incorporate these funds and implement the projects listed below.

As noted above, the City of Portage’s federal Annual Action Plan details the funding strategy for the Community Development Block Grant (CDBG) program each year. The Annual Action Plan implements a jurisdictions multi-year Consolidated Plan and is developed through significant citizen participation, analysis, and planning. The third tranche of CDBG-CV funds will be incorporated into the City’s 2020 Annual Action Plan through a Substantial Amendment.

### **Funding Requests – Amendment to the FY 2020-21 Annual Action Plan, CDBG-CV3 Incorporation**

Below is a summary of the proposed budget. Through a substantial Amendment process, the City proposes including the following activities into the FY 2020-21 Annual Action Plan:

#### Project Name: Public Services (\$50,000)

National Objective: Low- and Moderate-Income Limited Clientele (LMC)  
CDBG Eligible Activity: Public Services  
Project Description: Funds will be used for emergency subsistence payments for qualifying low- and moderate-income individuals.

#### Project Name: Housing (\$107,041)

National Objective: Low- and Moderate-Income Housing Activities (LMH)  
CDBG Eligible Activity: Rehabilitation and Property Acquisition  
Project Description: Rehabilitation of owner-occupied housing, and/or the acquisition of vacant property for the future development of affordable housing in partnership with a nonprofit or housing agency in low- and moderate-income areas.

#### Project Name: Public Facilities Improvements (\$50,000)

National Objective: Low- and Moderate-Income Area Benefit (LMA)  
CDBG Eligible Activity: Public Facilities and Improvements  
Project Description: Development of an outdoor trail in the Lexington-Green Park.

#### Project Name: Administration/Planning (\$30,000)

National Objective: Not Applicable  
CDBG Eligible Activity: General Administration  
Project Description: Planning and Administration of CDBG-CV3 funding.

## **Public Process**

During the first tranche of CDBG-CV funding, the City also made an amendments to the Public Participation Plan. As required by HUD the City hereby established expedited procedures for citizen involvement. The expedited process is outlined below.

The City of Portage held one public hearing regarding a proposed use of CDBG-CV3 funds with the Human Services Board on July 22, 2021. The purpose of said meeting was to receive input from Board members and citizens about the proposed amendment involving the use of CDBG-CV3 funds. The meeting was held in City Council Chambers at the Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan. A copy of the meeting minutes is attached as Appendix A. Please call 269-329-4477 between the hours of 8:00 am and 5:00 pm for instructions on providing additional public comment.

The City of Portage will provide a public notice advertising a 5-day public comment (Appendix B) period as part of the Public Participation Plan requirements. In order for timely response to the COVID-19 emergency, HUD has reduced the required public comment period from 30 days to 5 days.

The City of Portage will accept public comment during the five (5) day public comment period beginning on July 22, 2021 through July 27, 2021. Citizens are asked to provide comment on the Substantial Amendment to the FY 2020-21 Annual Action Plan, the proposed use of CDBG-CV3 funds, and the proposed amendment to the Public Participation Plan.

A copy of the 2020-21 Annual Action Plan CDBG-CV3 Substantial Amendment Summary and Public Participation Plan will be made available to review and posted on the City's website beginning on July 22, 2021.

The draft document is available for review at the following locations:

- Department of Community Development, City of Portage, 7900 South Westnedge Avenue, Portage, MI 49002
- Portage District Library, 5528 Portage Road, Portage, MI 49002
- Portage Community Center, 325 East Centre Avenue, Portage, MI 49002
- City of Portage web site (<http://www.portagemi.gov/180/Human-Services-Board>)

Public comments can be e-mailed to the Department of Community Development at [forthc@portagemi.gov](mailto:forthc@portagemi.gov) or can be mailed to the City of Portage Department of Community Development, located at 7900 S Westnedge Avenue, Portage, MI 49002. For more information call 269-329-4474.

It is anticipated the City of Portage City Council will take action on the proposed Amendments to the 2020-21 Annual Action Plan and Public Participation Plan at a meeting scheduled for July 27, 2021. For more information on how to access this meeting please call 269-329-4474.

The City will provide technical assistance to citizens and groups representative of persons of low- and moderate-income that request such assistance in the review of program activities and program amendments. In addition, the City will make adequate and reasonable provisions to assist non-English speaking residents in interpreting program opportunities and provisions on a case-by-case basis, as well as provide auxiliary aides and services for individuals with disabilities. Requests for special accommodations must contact the City Clerk's Office at 269-329-4511.