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Executive Summary

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

1. Introduction

In order to receive federal funding from the U.S. Department of Housing and Urban Development (HUD), Dakota County is required to prepare a Consolidated Plan, as well as subsequent Annual Action Plans and Consolidated Annual Performance and Evaluation Reports (CAPERs), for the following entitlement programs: Community Development Block Grant (CDBG); HOME Investment Partnerships Program (HOME); Housing Opportunities for Persons with AIDS (HOPWA) and Emergency Solutions Grant (ESG). Currently, Dakota County does not receive any HOPWA funds.

The Fiscal Year 2017 Annual Action Plan (Action Plan) is the third year of Dakota County's Consolidated Plan for Fiscal Years 2015-2019 (Con Plan) as ratified by the Dakota County Board of Commissioners and approved by HUD.

The Con Plan lays out the objectives, priority goals and outcomes Dakota County has established to provide decent affordable housing, suitable living environments, and expand economic opportunities principally for low-and moderate-income households over the next five-year period. In the Action Plan, Dakota County identifies the proposed programs and projects to be undertaken during the 2017 program year to achieve the objectives and outcomes established in the Con Plan.

The CDA has administered the federal funds on behalf of Dakota County since the County became an entitlement jurisdiction in 1984. Each of the three entitlement programs has eligible activities in which the funds can be utilized. The CDA is charged with ensuring the requirements are met and will continue to provide the administrative guardianship of all three programs through its agreement with the County.

Dakota County is designated as the lead agency for the Dakota County HOME Consortium, and assumes the role of monitoring and oversight of the HOME funds for the Consortium, which includes the counties of Anoka, Dakota, Ramsey, and Washington, and the cities of Woodbury and Coon Rapids. As the grantee of CDBG funds, Dakota County directly works with the various municipalities (municipal sub-recipients) within the County to provide access to this funding stream. The CDA provides the managerial oversight of the numerous activities implemented with HOME, CDBG, and ESG resources.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

With the outcomes established by Congress in mind and guided by the mission statements of Dakota County and Dakota County CDA, the following objectives were

identified to achieve the housing and community development needs of Dakota County communities and its residents.

1. Increase the affordable housing choices for low-and moderate-income households.
2. Preserve and improve existing housing to maintain affordability.
3. Increase access and quality of living by providing public services and supporting public facilities.
4. Support community development that revitalizes neighborhoods and removes safety and blight hazards.
5. Support economic development that enhances the workforce and businesses.
6. Support planning efforts that address the housing, community and economic development needs of Dakota County and continue to foster partnerships with community stakeholders.

The priority goals and the strategies to achieve the desired outcomes of decent housing, suitable living environments and economic opportunity were then formulated to serve the broad range of households, and to provide benefit to as many persons possible given the parameters of the funding programs.



The chart on the following page details the strategies from the 2015-2019 Consolidated Plan.

2015-2019 Consolidated Plan - Dakota County

Objective		Priority	Strategy	Outcome	
6	1	Increase the affordable housing choices for low-and moderate-income households.	Homelessness	a. Support the implementation and operation of coordinated access entry sites for families, youth and singles b. Support housing stabilization initiatives for homeless populations c. Support the operation of emergency shelter facilities d. Create additional permanent supportive housing units e. Support creation or renovation of shelter facilities for homeless	Planning and Administration a. Support all of the goals and strategies with planning and administration
			Affordable Rental Housing	a. Assist households to secure housing through new construction b. Improve energy efficiency of rental units c. Rehabilitate and preserve affordability in multifamily units d. Provide rental assistance to families and singles e. Support fair housing activities	
		Preserve and improve existing housing to maintain affordability.	Affordable Homeowner Housing	a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner occupied housing units d. Rehabilitate and preserve affordability in single family units e. Provide homeowner counseling and short term assistance f. Support fair housing activities	
			Community Development	a. Assist in the development of centers and recreational parks b. Assist LMI homeowners with street assessments c. Assist LMI homeowners with water/sewer improvements d. Improve sidewalk accessibility and safety e. Beautification	
				Public Services	
			Neighborhood Revitalization	a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards c. Address contamination clean up issues d. Historic Rehabilitation	
	2	Preserve and improve existing housing to maintain affordability.	Affordable Homeowner Housing	a. Assist households to become homeowners b. Increase supply of affordable homeowner housing c. Improve energy efficiency of owner occupied housing units d. Rehabilitate and preserve affordability in single family units e. Provide homeowner counseling and short term assistance f. Support fair housing activities	
			Community Development	a. Assist in the development of centers and recreational parks b. Assist LMI homeowners with street assessments c. Assist LMI homeowners with water/sewer improvements d. Improve sidewalk accessibility and safety e. Beautification	
	3	Increase access and quality of living by providing public services and supporting public facilities.	Community Development	a. Assist in the development of centers and recreational parks b. Assist LMI homeowners with street assessments c. Assist LMI homeowners with water/sewer improvements d. Improve sidewalk accessibility and safety e. Beautification	
			Public Services	a. Support programs that fulfill basic needs (food and shelter) for people who are low-income and/or homeless b. Support programs for youth c. Support programs for seniors d. Support transportation services	
	4	Support community development that revitalizes neighborhoods and removes safety and blight hazards.	Neighborhood Revitalization	a. Address vacant or substandard properties that may or may not be suitable for rehab b. Address water and sanitation hazards c. Address contamination clean up issues d. Historic Rehabilitation	
			Economic Development	a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Support businesses to start up or expand d. Provide financial assistance to businesses	
5	Support economic development that enhances the workforce and businesses.	Economic Development	a. Support work initiatives that assist residents to access living wage jobs b. Support initiatives that help low-income people gain work skills, jobs and employment history c. Support businesses to start up or expand d. Provide financial assistance to businesses		
		Public Services	a. Support programs that fulfill basic needs (food and shelter) for people who are low-income and/or homeless b. Support programs for youth c. Support programs for seniors d. Support transportation services		

3. Evaluation of past performance

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

Dakota County and the Dakota County HOME Consortium consistently perform well in the administration of the three grant programs discussed in this plan. In the CDBG program, one regulatory measure used by HUD to evaluate performance is the timeliness ratio test. This formula measures the amount of an entitlement community's unexpended funds 60 days prior to the start of its next program year in relation to the amount of funding it receives; the ratio cannot exceed 1.5. Dakota County's timeliness ratio is measured on May 2nd each year. On February 3, 2017, the Dakota County ratio was 1.50. There is no concern that Dakota County will meet its timeliness ratio.

The HOME program uses commitment and expenditure deadlines to measure performance. Dakota County has met all deadlines.

The ESG program uses drawdown requirements to measure performance. Dakota County has made consistent drawdowns of ESG funds.

While these financial tests are required and are measurements of performance, it is also important that projects and programs carried out with these funds meet outcome expectations and benefit eligible persons. Reporting on outcomes and beneficiaries is made available each year in the Consolidated Annual Performance and Evaluation Report (CAPER). Dakota County and the CDA recognize that the evaluation of past performance is critical to ensuring the County and its subrecipients are implementing activities effectively and that those activities align with the overall strategies and goals listed in the Con Plan. The performance of programs and systems are evaluated on a regular basis.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Community partners consultation

1. The development timeline and process of the Action Plan was discussed at the annual CDBG workshops held on November 16 - 17, 2016. Each municipality is required to formally apply for CDBG funding and request funding for activities that would best serve their community needs. Applications were provided to city and township staff on November 16 - 17, 2016 and were due back to the CDA by January 20, 2017.
2. CDA staff regularly attend the monthly meetings held by the Affordable Housing Coalition and consulted the members of the coalition regarding the Annual Action Plan. This discussion and feedback was helpful to determine the actions needed to meet the goals of the Con Plan. Members of the Affordable Housing Coalition also reviewed and made comments on the ESG Written Standards. These

comments were incorporated into the Standards prior to the Action Plan public hearing on April 18, 2017.

3. CDA staff consulted with following Dakota County departments: Community Services, Physical Development, Environmental Resources, and the Office of Planning specific to the activities that could be potentially funded with CDBG funds. An internal e-mail was sent to various County Departments to apply for 2017 funding with the same application deadline as the municipalities. The Physical Development Committee of the Whole reviewed the staff-recommended 2017 Countywide activities on the regular agenda, which included discussion from County Commissioners, on February 14, 2017. The Dakota County Board of Commissioners approved the Countywide activities on February 21, 2017.

To continue the community engagement process once the proposed objectives and outcomes had been identified, CDA staff presented the plan to the community and its stakeholders in the following manner:

1. Presentations (February 2017-May 2017) – Dakota County CDA presented a draft of the priorities and goals established to the following:
 - Economic Development Management Group – comprised of the municipal community & economic development directors for Dakota County municipalities (March 16);
 - Affordable Housing Coalition meeting (February 23).
 - The Physical Development Committee of the Whole (March 14) reviewed the material at a regularly scheduled meeting though no presentation was made.
2. Public Hearing and Comment Period (March 2017 – April 2017) – A 40-day public comment period was opened beginning March 3, 2017 running through April 12, 2017. Public notices were published in the *Dakota County Tribune*, *South-West Review*, the *Northfield News*, the *Hastings Star Gazette*, as well as on the websites of Dakota County, the Dakota County CDA, and the cities in Dakota County. Comments were received, and pertained to the need for more funding for homeless shelters. A public hearing was held on April 18, 2017, at the Dakota County Board of Commissioners meeting. No comments were received from the public at the meeting. The Dakota County Consortium members each held their own public hearings.

5. Summary of public comments

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

A comment was received from a resident who requested an emergency shelter for singles be built in Dakota County. The resident also asked that the County develop a plan so that at least 15 percent of all housing constructed be affordable.

ESG funds have been allocated towards the emergency shelter operations activity. The County does not have land use authority and cannot create an emergency shelter without the support of the cities and residents of Dakota County. The County continues to work with willing partners, including members of the faith community, to help find emergency shelter solutions.

No other comments were received.

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

Except as noted, no other comments were received.

7. Summary

Funding for all three entitlement programs increased over Program Year 2016. CDBG increased by 0.4%, HOME increased by 0.8%, and ESG increased by 5.7%. For the 2017 program year, Dakota County has set funding for 44 activities to take place either within a specified city or at a Countywide basis. The breakout is 38 activities are CDBG funded, five activities are ESG funded, and one activity is HOME funded. The other members of the Dakota County HOME Consortium have budgeted \$1,817,611 (including Program Income) towards ten activities, excluding the administration activity. Remaining Consortium HOME funds are unallocated at this time. The following activity statement and graphs detail the intended uses (activities) of CDBG, HOME and ESG funds for Program Year 2017.

Final Dakota County FY 2017 CDBG/HOME/ESG Activity Statement

Final CDBG Budget with 0.4% (\$7,972) increase from 2016

Final HOME Budget with 0.8% (\$14,527) increase from 2016

Final ESG Budget with 5.7% (\$9,018) increase from 2016

2017 Dakota County CDBG

Small Cities and Townships:

City/Township	Project	2017 Budget
Randolph	Public Facilities - Stormwater Pond Improvements	\$ 27,679
Mendota	Public Facilities - Park Improvements (benches, volleyball pit, flagpole)	\$ 10,797
	Public Facilities - Street Signs	\$ 1,007
Total		\$ 39,483

Large Cities:

City	Project	2017 Budget
Apple Valley	Public Services – Seniors Services (DARTS)	\$ 18,000
	Home Improvement Loan Program	\$ 140,799
Total		\$ 158,799

City	Project	2017 Budget
Burnsville	Public Services – Burnsville Youth Collaborative	\$ 47,000
	Public Services - 360 Communities	\$ 5,500
	Public Services - EMS Grants	\$ 8,000
	Public Services – Seniors Services	\$ 49,000
	Home Improvement Loan Program	\$ 130,019
	General Grant Administration	\$ 10,500
Total		\$ 250,019

City	Project	2017 Budget
Eagan	Public Service – Pre-School Program	\$ 2,500
	Public Service - Dakota Hills Middle School Youth	\$ 18,000
	Public Service - Dakota Woodland Youth	\$ 4,000
	Public Service - Senior Services	\$ 10,500
	Home Improvement Loan Program	\$ 160,310
Total		\$ 195,310

City	Project	2017 Budget
Farmington	Public Services - Rambling River Senior Center	\$ 7,500
	Home Improvement Loan Program	\$ 24,275
Total		\$ 31,775

City	Project	2017 Budget
Hastings	Assessment Abatement	\$ 68,888
Total		\$ 68,888

2017 Dakota County CDBG (cont.)

City	Project	2017 Budget
Inver Grove Heights	Public Facilities - ADA Street Improvements	\$ 24,171
	2040 Comprehensive Plan Update	\$ 15,536
	Home Improvement Loan Program	\$ 80,000
	Total	\$ 119,707

City	Project	2017 Budget
Lakeville	Downtown Development Plan	\$ 30,135
	Spot Acquisition and Clearance	\$ 38,939
	Home Improvement Loan Program	\$ 69,073
	Total	\$ 138,147

City	Project	2017 Budget
Mendota Heights	Home Improvement Loan Program	\$ 17,972
	Total	\$ 17,972

City	Project	2017 Budget
Northfield	Home Matters Residential Rehabilitation	\$ 26,131
	Down Payment Assistance	\$ 15,067
	Public Facilities - ADA Street Improvements	\$ 20,090
	Total	\$ 61,288

City	Project	2017 Budget
Rosemount	Public Facilities - Municipal Well Sealing	\$ 51,463
	Total	\$ 51,463

City	Project	2017 Budget
South St. Paul	Property Acquisition (Rediscover SSP)	\$ 45,559
	Home Improvement Loan Program	\$ 45,559
	Total	\$ 91,118

City	Project	2017 Budget
West St. Paul	Home Improvement Loan Program	\$ 111,306
	Total	\$ 111,306

Countywide:

	Project	2017 Budget
Dakota County	Home Improvement Loan Program, Est. Revolving Loan Income	\$ 400,000
	Home Improvement Loan Program	\$ 174,310
	Well Sealing	\$ 30,000
	Private Septic System Repair Program	\$ 45,000
	Fair Housing	\$ 3,750
	General Grant Administration	\$ 192,031
	Total Countywide 2017 Entitlement (excluding revolving loan income)	\$ 445,091
	FY17 CDBG, Total Grant	\$ 1,780,366
	FY17 CDBG, Cities/Townships	\$ 1,335,275
	FY17 CDBG, Countywide	\$ 445,091

2017 Dakota County Consortium HOME

Member	Project	2017 Budget
Dakota County (35.1% Share)	Prestwick Place Townhomes - Rosemount	\$ 537,782
	Community Housing Development Organization - Aeon Multifamily	\$ 94,417
	Dakota County General Administration	\$ 62,944
	FY17 HOME, Dakota County	\$ 695,143

Member	Project	2017 Budget
Anoka County (25% Share)	Affordable Housing Development (Undesignated)	\$ 510,848
	Community Housing Development Organization - Aeon Multifamily	\$ 67,249
	Anoka County General Administration	\$ 33,624
	Dakota County General Administration	\$ 11,208
	FY17 HOME, Anoka County	\$ 622,929

Member	Project	2017 Budget
Ramsey County (23.3% Share)	MWF Boulevard Multifamily	\$ 100,000
	Arbor Rose Multifamily	\$ 100,000
	Foreclosed Property Remediation	\$ 100,998
	Commerce Park Multifamily	\$ 100,000
	Villages at Frost and English Senior	\$ 185,973
	FirstHOME Down Payment Assistance	\$ 100,000
	Affordable Housing Development (Undesignated)	\$ 56,941
	Community Housing Development Organization - Aeon Multifamily	\$ 62,676
	Ramsey County General Administration	\$ 31,337
	Dakota County General Administration	\$ 10,445
FY17 HOME, Ramsey County	\$ 848,370	

Member	Project	2017 Budget
Washington County (13.3% Share)	Two Rivers - Ivy Estates	\$ 197,420
	Community Housing Development Organization - Aeon Multifamily	\$ 35,777
	Washington County General Administration	\$ 17,888
	Dakota County General Administration	\$ 5,962
	FY17 HOME, Washington County	\$ 257,047

Member	Project	2017 Budget
City of Woodbury (3.3% Share)	Down Payment Assistance	\$ 48,823
	The Glen at Valley Creek	\$ 77,619
	Community Housing Development Organization - Aeon Multifamily	\$ 8,877
	Dakota County General Administration	\$ 1,479
	FY17 HOME, City of Woodbury	\$ 136,798

FY17 HOME, Total Entitlement Grant	\$ 1,793,288
FY17 HOME, Total Program Income	\$ 766,999
FY17 HOME, Total Admin	\$ 174,887
FY17 HOME, Total CHDO	\$ 268,996

**2016 Dakota County HOME
Community Housing Development Organization (CHDO)**

	Project	2016 Budget
Dakota County HOME Consortium	Dakota County CHDO – Aeon Multifamily	\$ 93,652
	Anoka County CHDO – Aeon Multifamily	\$ 66,704
	Ramsey County CHDO – Aeon Multifamily	\$ 62,168
	Washington County CHDO – Aeon Multifamily	\$ 35,487
	City of Woodbury CHDO – Aeon Multifamily	\$ 8,805
	FY16 HOME CHDO Allocation	\$ 266,816

The chart above details the planned use of the Dakota County Consortium’s 2016 Community Housing Development Organization (CHDO) funds. For program years 2015 through 2017, the Consortium has agreed to pool all CHDO funds. For program years 2016 and 2017 the funding will be allocated to Aeon for an affordable, 54-unit multifamily development in Anoka County that will include three HOME units.

2016 Dakota County HOME

	Project	2016 Budget
Dakota County HOME	Prestwick Place Townhomes - Rosemount	\$ 199,022
	FY16 HOME Entitlement Grant	\$ 199,022

2017 Dakota County ESG

	Project	2017 Budget
Dakota County	Rapid Re-Housing Assistance Payments	\$ 92,086
	Housing Relocation and Service Assistance	\$ 20,000
	Emergency Shelter Operations	\$ 25,000
	HMIS Expenses	\$ 10,511
	General Grant Administration	\$ 11,967
	FY17 ESG Grant	\$ 159,564

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

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

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

Agency Role	Name	Department/Agency
Lead Agency	Dakota County	
CDBG Administrator	Dakota County	Community and Economic Development
HOPWA Administrator	N/A	
HOME Administrator	Dakota County	Community and Economic Development
ESG Administrator	Dakota County	Community and Economic Development
HOPWA-C Administrator	N/A	

PR-05 - Table 1 – Responsible Agencies

Narrative

Dakota County receives CDBG and ESG funds as an entitlement jurisdiction, and receives HOME funds as a part of a consortium of counties that includes Anoka, Ramsey and Washington as well as the cities of Coon Rapids and Woodbury. Dakota County first became eligible to receive a direct allocation of CDBG funding in 1984. The Dakota County HOME Consortium was formed in 1994, and in 2013 Dakota County began to receive an allocation of ESG funding.

Dakota County is designated as the lead agency for the Dakota County HOME Consortium, and assumes the role of monitoring and oversight of the HOME funds for the Consortium. As the grantee of CDBG funds, Dakota County directly works with all cities and townships within the County to provide access to this funding stream (municipal subrecipients), and also provides the managerial oversight of the numerous activities implemented with CDBG resources.

The Dakota County Community Development Agency (CDA) has administered these federal funds on behalf of Dakota County since Dakota County became an entitlement jurisdiction. Dakota County and the CDA enter into a subrecipient agreement annually to carry out the County's obligations and responsibilities of all three entitlement programs. Each program has specific regulatory requirements and eligible activities for which the funds may be utilized. The CDA is charged with ensuring these requirements are met and will continue to provide the administrative guardianship of all three programs through its agreement with the County.

In addition to administering each grant program, Dakota County CDA is responsible for preparing the Consolidated Plan and Annual Action Plans.

Action Plan Public Contact Information

The contact for the Action Plan is:

Maggie Dykes

Dakota County Community Development Agency (CDA)
Community and Economic Development Department
1228 Town Centre Drive, Eagan, MN 55123;
mdykes@dakotacda.state.mn.us; 651-675-4464

Additionally, as the lead agency for the Dakota County HOME Consortium, portions of the plan include responses as addressed by the respective consortium member. Their contact information is listed below.

Anoka County – Karen Skepper; 763-323-5709 or karen.skepper@co.anoka.mn.us

Ramsey County - MaryLou Egan; 651-266-8039 or MaryLou.Egan@CO.RAMSEY.MN.US

Washington County - Angela Shuppert; 651-379-9551 or
ashuppert@washingtoncountycda.org

City of Woodbury - Karl Batalden; 651-414-3438 or kbatalden@ci.woodbury.mn.us

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

1. Introduction

Dakota County used several methods to engage citizens in the development of the Action Plan as well as consulted a variety of community stakeholders within the last year. The County and the CDA continued partnerships with housing and service providers; workforce developers; elected officials; community planners; and public entities including regional governments, municipalities and townships.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

To improve the coordination between the various community stakeholders that are connected with Dakota County residents in multifaceted ways, the Dakota County CDA attends and/or hosts meetings with these stakeholders to engage with them on a regular basis. The intent is to learn about the programs and supports being offered in the community, as well as where there is a lack of programming. When there is a partnership that can be formed or support that can be offered, the CDA examines the potential role it could play to move the conversation from dialogue to action. The CDA aims to fully understand the issues driven by Dakota County residents, particularly related to housing and community development.

The development of the 2017 Action Plan involves a close partnership between the following entities:

- Dakota County departments:
 - Physical Development Division
 - Community Services
 - Environmental Resources
 - Office of Planning
- Dakota County Community Development Agency (CDA)
- Dakota Affordable Housing Coalition (AHC) – A public/private collaboration that facilitates Countywide planning of homeless services and resources. Regular participants include:
 - 360 Communities
 - Twin Cities Habitat for Humanity
 - Guild Incorporated
 - People, Inc.
 - The Link (homeless youth program)
 - Dakota-Carver-Scott CAP Agency
 - Neighbors, Inc. (a non-profit, social-service agency providing emergency assistance and supportive assistance programs to low-income community members in the northern Dakota County communities)
 - MICAH (a coalition of religious groups working to end homelessness and expand affordable housing in the Twin Cities region)

- MESH (Metro-Wide Engagement on Shelter and Housing)
- SMRLS (Southern Minnesota Regional Legal Services)
- Fair Housing Implementation Council
- Dakota County HOME Consortium members – Dakota County/CDA, Anoka County, Ramsey County, Washington County and City of Woodbury
- Minnesota National Association of Housing and Redevelopment Officials (NAHRO)
- Twin Cities Local Initiatives Support Corporation (LISC)
- Dakota-Scott Workforce Investment Board (Business Services Committee)
- City of Apple Valley
- City of Burnsville
- City of Eagan
- City of Farmington
- City of Hastings
- City of Inver Grove Heights
- City of Mendota Heights
- City of Northfield
- City of Rosemount
- City of South St. Paul
- City of West St. Paul
- The townships of Castle Rock, Douglas, Empire, Greenvale, Hampton, Marshan, Nininger, Randolph, Ravenna, Vermillion, and Waterford
- The smaller cities of Hampton, Mendota, Miesville, Randolph, and Vermillion.

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

Dakota County is part of the regional Continuum of Care (CoC), Suburban Metro Area CoC, more commonly referred to as SMAC. It is composed of the five counties that surround the Minneapolis/St. Paul area: Anoka, Dakota, Scott, Carver and Washington Counties. Each has a local homeless planning committee, but the Affordable Housing Coalition (AHC) acts as the governing body and represents Dakota County in its response to homelessness. The CDA has been an active member in AHC and solicited the feedback of the group on matters related to the Annual Action Plan, specifically on housing and homelessness. The AHC oversees the funding decisions for other resources to specifically address homelessness among individuals, families and unaccompanied youth.

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

The allocations of ESG funds were reviewed by the Dakota Affordable Housing Coalition (AHC), which voted on the amounts distributed to various activities in February 2017. The AHC determined the following distribution:

Component	2017-2018	%
Emergency Shelter		
Shelter Operations Costs of rent, security, insurance, utilities, food, and supplies necessary for the operation of the emergency shelter	\$25,000	
TOTAL EMERGENCY SHELTER*	\$25,000	16%
Rapid Re-Housing Recommended for Funding		
Rental Assistance Medium-term (3-24 months) of rental assistance payments based on 30% of the household income.	\$92,086	
Housing Relocation and Stabilization Services Financial assistance to pay housing owners, utility companies, and other third parties for rental application fees, security deposits and last month's rent	\$20,000	
TOTAL RAPID RE-HOUSING	\$112,086	70%
Homeless Management Information System (HMIS) Expenses Recommended for Funding		
HMIS System Administration costs	\$3,011	
Dakota County and CDA HMIS costs (license costs)	\$7,500	
TOTAL HMIS	\$10,511	6.5%
Administrative Expenses Recommended for Funding		
Administrative Costs	\$11,967	
TOTAL ADMINISTRATIVE	\$11,967	7.5%
TOTAL ESG FUNDING	\$159,564	100%

AP-10 Table 1 – Recommended ESG Allocations

The Written Standards for ESG are replications of the SMAC adopted standards to further align with the CoC and all the other resources being used to combat homelessness. These Written Standards are updated on an on-going basis to ensure continued high performance when serving the homeless population.

SMAC has decided to operate within a statewide Homeless Management Information System (HMIS) and, along with the other CoC regions in the state, has designated the Institute for Community Alliances as the lead agency of that system. The policies for HMIS are addressed within the SMAC bylaws. The Written Standards address the expenditure and administration of funds for HMIS. ESG funds have been allocated to pay for HMIS costs.

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

AP-10 - Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Scott Carver Dakota CAP Agency, Inc.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. Assisted with development of the ESG Written Standards.
2	Agency/Group/Organization	The Link
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. The anticipated outcomes are continued case management at Lincoln Place (youth housing) and operation of a youth drop in center at a local church.
3	Agency/Group/Organization	Dakota County Supportive Housing Unit
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meeting and Housing and Services committee. Staff assisted in providing information related to CoC and drafting responses for the Consolidated Plan and the Action Plan.

4	Agency/Group/Organization	Southern MN Regional Legal Services
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on fair housing testing and assistance with strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
5	Agency/Group/Organization	Mental Health Resources
	Agency/Group/Organization Type	Housing Services - Housing Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition and the Housing and Services committee meetings. Assisted with development of the ESG Written Standards. Anticipated outcomes are continued work on coordinated entry.
6	Agency/Group/Organization	Veterans Administration
	Agency/Group/Organization Type	Housing Other government - Federal
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are to continue partnership with the VASH program and hope to improve coordination to identify if other housing gaps exist for Veterans.
7	Agency/Group/Organization	MN Assistance Council for Veterans
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Veterans

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Areas for improved coordination are to identify if other housing gaps exist for Veterans.
8	Agency/Group/Organization	Neighbors, Inc.
	Agency/Group/Organization Type	Services-homeless Food Bank
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
9	Agency/Group/Organization	People, Inc.
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.
10	Agency/Group/Organization	Guild, Inc.
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing.

11	Agency/Group/Organization	Dakota County Environmental Services
	Agency/Group/Organization Type	Other government - County Grantee Department
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted on the needs of water and sanitary hazards for the drinking supply. Anticipated outcome is to continue to include the well sealing program and institute the septic system repair program as eligible activities to fund with CDBG.
12	Agency/Group/Organization	360 Communities
	Agency/Group/Organization Type	Services - Housing Services-homeless Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted through the Affordable Housing Coalition meetings. Anticipated outcomes are continued work on strategies to recruit and retain landlords for subsidy rental programs, households with negative rental history, or barriers to accessing housing. 360 Communities has been a partner in implementing public services funded with CDBG.

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

Major Employers, private sector banking/financing, and Community Development Financial Institutions were not consulted directly. The Workforce Investment Board was consulted along with city staff directly involved with economic development. This is an area for improved coordination for economic development opportunities.

Publicly funded institutions such as healthcare, mental health facilities, foster care and corrections programs were not directly consulted for the purposes of the Action Plan. These facilities have previously been engaged by CoC members to coordinate the discharge planning and policies. The CoC has actively engaged representatives from local hospitals and health care providers to plan services and referral processes. The CoC has a network of collaborating agencies that ensures persons who are discharged from a mental health facility are not discharged to homelessness. Partners include County mental health case managers and social workers, and nonprofits that specialize in serving clients with mental health needs like Guild Incorporated. The CoC engages foster care workers in planning efforts to ensure they are aware of programming available for permanent housing upon discharge.

Consulted for the consolidated plan were the members and staff which implement CoC funding and are directly involved in providing the case management as identified in those policies. The intent was to connect with the providers at the client level to gain the insight and barriers they see in implementing federal funding. An example would be The Link, which provides youth homeless prevention and services in addition to 24-hour case management at Lincoln Place, a 24-unit apartment complex housing youth exiting foster care or previously homeless. The Link was consulted in drafting the ESG written standards and the organization regularly participates in the AHC meetings. They were also a provider who had completed the community survey for the Con Plan.

Previously, Dakota County and CDA staff had met with correctional probation officers to discuss the housing options for households exiting correctional programs. The Department of Corrections (DOC) is primarily responsible for preventing offenders from being released from State facilities into homelessness. The DOC provides a case manager to assist offenders with identifying housing resources.

The adjacent governmental entities that make up the HOME consortium were consulted specific to the priorities they felt were present in their communities and where HOME funding would potentially be spent. These units of government are consulted regularly for the overall implementation of the HOME program.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	SMAC	Homelessness and Affordable Housing
Heading Home Dakota	Dakota County Community Services	Homelessness and Affordable Housing
5-year PHA Plan for Dakota County	Dakota County CDA	Affordable Housing
Thrive MSP 2040	Metropolitan Council	Increase supply of affordable housing
Housing Policy Plan	Metropolitan Council	Increase supply of affordable housing

AP-10 - Table 3 – Other local / regional / federal planning efforts

Narrative

As the administrator of the CDBG, HOME and ESG programs, the Dakota County CDA has informal and formal partnerships with local city governments, the Metropolitan County (the metropolitan area regional planning agency), County government, local and regional non-profits, state housing finance agency and the Department of Health. These entities informed this Annual Action Plan and will be integral in its implementation.

AP-12 Participation - 91.401, 91.105, 91.200(c)

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

For the Action Plan, Dakota County CDA sought to engage citizens and include their viewpoints on the needs within the various communities and the ways CDBG, HOME and ESG funds are utilized. As detailed in the Citizen Participation Plan, Dakota County, as a recipient of these federal funds, must provide for and encourage public participation to develop the plan. The minimum requirements are that a public hearing is held and 30-day comment period is open to obtain citizen's views. The public comment period was kept open for 40 days to ensure adequate time was given for citizens to comment on the Action Plan.

Citizen Participation dates:

- Dakota County Physical Development Committee (PDC) – February 14, 2017 (to review Countywide CDBG activities)
- 40-Day comment period – March 3, 2017 to April 12, 2017, published on March 3, 2017
- PDC – March 14, 2017 (to review the Action Plan; set public hearing)
- Public Hearing – April 18, 2017 at the Dakota County Board of Commissioners; no comments received at the hearing
- Approval of Action Plan – July 11, 2017 at the County Board of Commissioners meeting

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ads (<i>Dakota Tribune, Hastings Star Gazette, South-West Review, and the Northfield News</i>)	Non-targeted/ broad community	N/A	None Received	None Received	http://sunthisweek.com/dakota-county-tribune/ http://www.hastingsstargazette.com/ http://www.bulletin-news.com/south-west-review http://www.southernminn.com/northfield_news/
2	Internet Outreach	Non-targeted/ broad community	N/A	One email comment received requesting more funding for homeless shelters	None Received	www.co.dakota.mn.us www.dakotacda.org The notice was also included on the websites of the 12 large cities in Dakota County: Apple Valley, Burnsville, Eagan, Farmington, Hastings, Inver Grove Heights, Lakeville, Mendota Heights, Northfield, Rosemount, South St. Paul and West St. Paul.
3	Public Hearing	Non-targeted/ broad community	No citizens attended the public hearing	None received	None received	
4	Affordable Housing Coalition	Homeless Service Providers	30 People	Comments incorporated into the ESG Written Standards	None Received	

AP-12 - Table 1 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

This is the third Annual Action Plan of the 2015-2019 Consolidated Plan. The Annual Action Plan identifies the projects that will be funded in the 2017 Program Year.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,780,366	400,000	0	2,180,366	3,560,732	The expected amount available for the remainder of consolidated plan assumes steady funding for the remaining 2 years. The amount of program income (including revolving loan funds) is anticipated to be \$400,000 per year.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,793,288	766,999	0	2,560,287	3,586,576	The expected amount available for the remainder of consolidated plan reflects steady funding for the remaining 2 years. The amount of program income is anticipated to be \$300,000 per year for the remaining 2 years as well.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	159,564	0	0	159,564	319,128	The expected amount available for the remainder of consolidated plan assumes steady funding for the remaining 2 years. No program income is anticipated.
Continuum of Care	public - federal	Overnight shelter Services Transitional housing	3,126,007	0	0	3,126,007	6,252,014	The expected amount available for the remainder of consolidated plan assumes flat, steady funding for the remaining 2 years. No program income is anticipated.
LIHTC	public - federal	Acquisition Multifamily rental new construction	880,000	0	0	880,000	1,760,000	The CDA is authorized to allocate low-income housing tax credits to qualified projects in Dakota County. In the 2016 and 2017 program years, a private developer will use tax credits for the construction of a 163-unit affordable senior development. Also, a private developer will use tax credits for the preservation of 56-units of project-based Section 8 housing.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Public Housing Capital Fund	public - federal	Rental Assistance	511,850	0	0	511,850	1,023,700	The expected amount available for the remainder of consolidated plan assumes flat steady funding for the remaining 2 years.
Section 8	public - federal	Rental Assistance	16,538,292	0	0	16,538,292	33,076,584	The annual allocation anticipates a 5% decrease for FY 2017. The expected amount available for the remainder of the consolidated plan assumes a 5% decrease in funding for the remaining 2 years. The annual allocation also includes funding for 25 VASH Vouchers administered by the CDA.
Tax Increment Financing	public - local	Economic Development Housing Multifamily rental new construction New construction for ownership Public Improvements	0	0	0	0	0	The CDA has previously used TIF to support affordable housing development. Currently, there are 13 CDA TIF districts that are monitored. Increment is used for to support eligible costs per Minnesota statutes. There is no excess increment that can be annually allocated towards projects.
Other	private	Acquisition Economic Development Public Improvements	1,000,000	0	0	1,000,000	0	General fund from Dakota County CDA for the Redevelopment Incentive Grant program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab Rental Assistance TBRA Transitional housing	0	0	0	0	0	Dakota County and Dakota County CDA apply for grant awards on a regular basis for affordable housing development and down payment assistance program funding.
Other	public - local	Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership	1,000,000	0	0	1,000,000	0	The HOPE Program provides gap financing for the acquisition, new construction, and preservation of affordable housing- both rental and ownership- within Dakota County. The program is funded through a portion of the CDA's special benefit tax levy and a request is made to the County Board each year for this levy revenue.

AP-15 – Table 1 - Priorities for Expected Resources

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

For CDBG, the Home Improvement Loan Program, also called the homeowner rehab program, leverages state funding to provide additional loan resources to homeowners to complete rehab projects on their home, primarily mobile homes. Additionally, there are other strategies that leverage private homeowner contributions such as the well sealing program and the abatement of street assessments. CDBG-funded business loan activities require owner investment as well.

The First Time Homebuyer Program leverages private investment with state and federal dollars to provide down payment assistance in addition to the homebuyers' \$1,000 contribution required at closing. Private investment and equity is the major funding source when LIHTC are used to construct new rental housing.

Other ways funds are leveraged are in the form of a match. The locally funded Housing Opportunities Enhancement (HOPE) Program requires a 2:1 match of funds committed to a project whereas the ESG program requires a 1:1 match. ESG utilizes County levy funds to meet the match requirement while the HOME Program's 25 percent match on funds drawn is met by the various funding streams that may be combined in a rental development project or by donated time and money when working with Habitat for Humanity. Created in 2001, the HOPE program can provide deferred loans of up to \$750,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in Dakota County.

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

Using the Neighborhood Stabilization Program (NSP) funds, Dakota County CDA acquired 31 foreclosed properties during the economic downturn. Twenty-two (22) of the existing homes were in unfavorable conditions and were demolished to remove the safety and blight hazards they posed. A handful of these land bank lots have been sold to Community Housing Development Organizations (CHDOs) and non-CHDOs to develop affordable housing options for low income homeowners. It is likely this type of partnership will continue with some of the remaining lots.

Other parcels of land that had been acquired by the CDA had been through tax-forfeiture. The CDA in one case has rehabilitated the property and sold the single-family home to an income-eligible household. The other parcel is zoned for multifamily and commercial development. The CDA is continuing to explore the best options for the parcel.

Discussion

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Rental Housing	2015	2019	Affordable Housing Homeless Non-Homeless Special Needs		Affordable Rental Housing Planning and Administration	HOME: \$1,938,159	Rental Units Added: 28
2	Affordable Home Owner Housing	2015	2019	Affordable Housing		Affordable Homeowner Housing Planning and Administration	CDBG: \$994,821 HOME: \$447,241	Homeowner Housing Added: 8 Household Housing Unit Homeowner Housing Rehabilitated: 75 Household Housing Unit Direct Financial Assistance to Homebuyers: 14 Households Assisted
3	Homelessness and Prevention	2015	2019	Homeless		Affordable Rental Housing Homelessness Public Service Community Development Planning and Administration	ESG: \$159,564	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
4	Community Development	2015	2019	Non-Housing Community Development		Community Development	CDBG: \$152,632	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 35348 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Service	2015	2019	Non-Housing Community Development		Public Service	CDBG: \$170,000	Public service activities other than Low/Moderate Income Housing Benefit: 2800 Persons Assisted
6	Economic Development	2015	2019	Non-Housing Community Development		Community Development	None	None
7	Neighborhood Revitalization	2015	2019	Non-Housing Community Development		Economic Development	CDBG: \$210,961	Homeowner Housing Rehabilitated: 48 Buildings Demolished: 3
8	Planning and Administration	2015	2019	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Affordable Rental Housing Affordable Homeowner Housing Homelessness Public Service Community Development Economic Development	CDBG: \$251,952 HOME: \$174,887	Other: 3 Plans

AP-2- - Table 1 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Rental Housing
	Goal Description	The following strategies will be used to provide increased choice and improve existing housing specifically for renter-occupied units. <ol style="list-style-type: none"> 1. Assist household to secure housing through new construction 2. Improve energy efficiency of rental units 3. Rehabilitate and preserve affordability in multifamily units 4. Provide rental assistance to families and singles 5. Support fair housing activities
2	Goal Name	Affordable Home Owner Housing
	Goal Description	The following strategies will be used to provide increased choice and improve existing housing specifically for owner -occupied units. <ol style="list-style-type: none"> 1. Assist households to become homeowners 2. Increase supply of affordable homeowner housing 3. Improve energy efficiency of owner occupied housing units 4. Rehabilitate and preserve affordability in single family units 5. Provide homeowner counseling and short term assistance 6. Support fair housing activities
3	Goal Name	Homelessness and Prevention
	Goal Description	The following strategies will be used to provide increased choice and improve existing housing specifically for households experiencing homelessness or are at-risk of homelessness. <ol style="list-style-type: none"> 1. Support the implementation and operation of coordinated access entry sites for families, youth and single 2. Support housing stabilization initiatives for homeless populations 3. Support the operation of emergency shelter facilities 4. Provide shelter and stabilization services 5. Create additional permanent supportive housing units 6. Support creation or renovation of shelter facilities for homeless
4	Goal Name	Community Development
	Goal Description	The following strategies will be used to increase access and the quality of living specific to public infrastructure and facilities. <ol style="list-style-type: none"> 1. Assist LMI homeowners with street assessment 2. Assist LMI homeowners with water/sewer, storm water and solid waste improvements 3. Assist with the development of centers and recreational park improvements 4. Improve sidewalk accessibility and safety 5. Permanently seal abandoned municipal and residential wells
5	Goal Name	Public Service
	Goal Description	The following strategies will be used to increase access and the quality of living specific to providing public services. <ol style="list-style-type: none"> 1. Support programs that fulfill basic needs (food and shelter) for people who are low-income and or homeless 2. Support programs that help abused and neglected youth 3. Support programs for seniors 4. Support transportation services 5. Support emergency services

6	Goal Name	Economic Development
	Goal Description	The following strategies will be used to enhance the workforce and businesses. <ol style="list-style-type: none"> 1. Support work initiatives that assist participants to access living wage jobs 2. Support initiative that help low-income people gain work skills, jobs and employment history 3. Assist businesses to start up or expand 4. Provide training and technical assistance to businesses to increase assets and create jobs
7	Goal Name	Neighborhood Revitalization
	Goal Description	The following strategies will be used to revitalize neighborhoods and remove safety and blight hazards. <ol style="list-style-type: none"> 1. Address vacant or substandard properties that may or may not be suitable for rehab 2. Address water and sanitation hazards 3. Address contamination clean up issues 4. Historic Rehabilitation
8	Goal Name	Planning and Administration
	Goal Description	Support all of the goals and strategies with funding for planning and effective administration. Support 2040 Comprehensive Plan documents.

AP-20- - Table 2 – Goal Descriptions

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

It is estimated that Dakota County will provide affordable housing to 50 extremely low-income, low-income, and moderate-income families. This will be done through the creation of 28 rental units, the creation of eight homeowner units, and providing financial assistance to 14 income-eligible homebuyers.

AP-35 Projects - 91.420, 91.220(d)

Introduction

For the 2017 program year, Dakota County has set funding for 44 activities to take place either within a specified city or at a Countywide basis. The breakout is 38 activities are CDBG funded, five activities are ESG funded, and one activity is HOME funded. The other members of the Dakota County HOME Consortium have budgeted \$1,817,611 (including Program Income) towards ten activities, excluding the administration activity. Remaining Consortium HOME funds are unallocated at this time. The following activity statement and graphs detail the intended uses (activities) of CDBG, HOME and ESG funds for Program Year 2017.

Dakota County identifies Economic Development as a priority goal in the 2015 – 2019 Consolidated Plan. For Program Year 2017 there will be no Economic Development activities implemented and therefore this Project will be excluded from the 2017 Annual Action Plan.

#	Project Name
1	Administration and Planning
2	New Affordable Housing
3	Housing Rehabilitation
4	Public Service/Public Facility
5	Neighborhood Revitalization
6	HOME Consortium Projects
7	ESG17 Dakota County

AP-35 - Table 1 – Project Information

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

Dakota County allows each municipality to determine where to best direct the CDBG funding they have been allocated based upon strategies that have been adopted. Program regulation also dictates the percentage of CDBG funding that be utilized for public service and planning activities.

At least 15 percent of HOME funding must be provided to a Community Housing Development Organization (CHDO) and the maximum percentage available for HOME administrative expenditures is 10 percent. Dakota County will set aside its CHDO allocation for a 54-unit multifamily development in Anoka County that will include three HOME units.

The Affordable Housing Coalition determined the most effective use for 2017 ESG funding was providing Rapid-Rehousing rental assistance and housing relocation/stabilization subsidies, Emergency Shelter Operations, Homeless

Management Information System costs, and administration. This aligns with the direction the Dakota County Supportive Housing Unit (SHU) has taken with the CoC funding they administer. A maximum of 7.5 percent can be used for administration.

AP-38 Project Summary
Project Summary Information

Project 1	Project Name	Administration and Planning
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$251,952 HOME: \$174,887
	Description	This project will be for the administration and planning activities that will occur in the 2017 program year for CDBG and HOME. ESG administration will be a part of the ESG project. 14.68% of CDBG funding will be for admin and planning activities. 9.75% for HOME administration.
	Location Description	Dakota Countywide
	Planned Activities	<u>2040 Comprehensive Plan (Inver Grove Heights)</u> – Every municipality and township in the Metropolitan Area is required by Minnesota statute to update its Comprehensive Plan. Farmington and Inver Grove Heights have allocated CDBG funds to update their City’s respective comprehensive plans. Lakeville has allocated funds to update its Downtown Development Guide, which will be incorporated into the 2040 Comprehensive Guide Plan. <u>Fair Housing (Countywide)</u> – This activity has been dedicated to continue to further fair housing efforts in Dakota County through the participation in the Fair Housing Implementation Council. <u>General Administration of the CDBG program (Countywide)</u> - General program administration and oversight of the Dakota County CDBG Program including environmental reviews, marketing, program management, compliance monitoring. <u>General Administration of the HOME program (Dakota Countywide)</u> – General program administration of the Dakota County HOME program, as well as oversight and technical supervision of Dakota County Consortium. Each Consortium member receives administrative funds proportional to its contributions, less an administrative fee payable to Dakota County.
Project 2	Project Name	New Affordable Housing
	Goals Supported	Affordable Rental Housing
	Needs Addressed	Affordable Rental Housing
	Funding	HOME: \$632,199 LIHTC: \$890,318
	Description	The activities that will occur under this project will be to address affordable housing specifically in Dakota County.
	Location Description	Dakota Countywide
	Planned Activities	<u>Prestwick Place Townhomes (Rosemount)</u> – HOME funds will go to the new construction of a 40-unit townhome development.

Project 3	Project Name	Housing Rehabilitation
	Goals Supported	Affordable Homeowner Housing Neighborhood Revitalization
	Needs Addressed	Affordable Homeowner Housing Community Development
	Funding	CDBG: \$979,752 HOPE: \$500,000
	Description	This project covers the activities that will be pursued to rehabilitate the housing stock in Dakota County.
	Location Description	Dakota Countywide and the City of Northfield
	Planned Activities	<u>Home Matters Residential Rehab (Northfield)</u> – CDBG funds will be used to assist low- and moderate-income residents to improve and maintain their homes to a decent, safe and sanitary condition. The program offers 0% deferred interest loans that are forgivable after a period of time. <u>Homeowner Rehabilitation (Countywide, and some Cities)</u> - The Home Improvement Loan Program is available to assist low and moderate income homeowners in improving and maintaining their homes into a decent, safe and sanitary condition. The program offers 0% deferred loans to homeowners at 80% of median income.
Project 4	Project Name	Public Service/Public Facility
	Goals Supported	Community Development Public Service
	Needs Addressed	Community Development Public Service
	Funding	CDBG: \$322,632
	Description	This project is for the public service and public facility activities that will be conducted in 2017.
	Location Description	Dakota Countywide
	Planned Activities	<u>Veterans Park Improvements (Mendota)</u> – Purchase and installation of park benches and volleyball court improvements. <u>Street Signs (Mendota)</u> – Installation of new city street signs to replace old, faded signs. Signs may also include house number ranges to assist with emergency calls. <u>Stormwater Pond Improvements (Randolph)</u> – This activity will ameliorate the safety hazards of a stormwater holding pond in the city. <u>DARTS Senior Chore Service (Apple Valley)</u> – Provides project funding for a Homemaking Service and Outdoor Chore Service for senior citizens. <u>360 Communities (Burnsville)</u> – Funding for staffing to provide support and referrals to low- and moderate-income Burnsville residents. Resources include food support and emergency financial assistance. <u>Burnsville Youth Collaborative (Burnsville)</u> – Provides staffing and support services to youth ages 12-16 after school and on weekends. <u>EMS Grants (Burnsville)</u> – Assistance for low- and moderate-income residents who are unable to pay for ambulance bills.

		<p><u>Senior Services (Burnsville)</u> – Staffing to coordinate a Senior Volunteer program, wellness program, and educational program. Funds are also provided for DARTS Senior Services.</p> <p><u>Pre-School Program (Eagan)</u> – This activity is intended to defray the costs of underserved families with 2-5 year olds in need of childcare.</p> <p><u>Dakota Hills Middle School Youth (Eagan)</u> – Funding will be provided to support an after-school program. Participants will include at least 70% youth who qualify for the free/reduced lunch program.</p> <p><u>Dakota Woodland Youth (Eagan)</u> – Recreation program for low- and moderate-income youth residing at Dakota Woodlands. The recreational opportunities focus on development of physical and social skills in a safe environment.</p> <p><u>Senior Services (Eagan)</u> – This activity is to provide Senior Citizens with recreation opportunities focused on health and wellness.</p> <p><u>Senior Services (Farmington)</u> – This activity is a financial support program to assist low- and moderate-income persons with the ability to access program and services at the Rambling River Center.</p> <p><u>Assessment Abatement (Hastings)</u> – Funds will be used to assist low-income households in paying for street assessments. Any remaining funding will be used to abate assessments for moderate-income households.</p> <p><u>ADA Compliance Improvements – Sidewalks (Inver Grove Heights)</u> – Improvements that will include ADA compliant sidewalk ramps, pedestrian crossings, and the removal of architectural barriers to accessibility.</p> <p><u>Sidewalk with ADA Improvements (Northfield)</u> – Installation of a public sidewalk. CDBG funds will be used for ADA compliant components.</p>
Project 5	Project Name	Neighborhood Revitalization
	Goals Supported	Neighborhood Revitalization
	Needs Addressed	Economic Development
	Funding	CDBG: \$210,961
	Description	The project will be for the activities that will address slum and blight throughout the county.
	Location Description	Dakota Countywide
	Planned Activities	<p><u>Spot Acquisition and Clearance (City of Lakeville)</u> – This activity will be for the acquisition and clearance of blighted property, which has yet to be determined, in the City of Lakeville.</p> <p><u>Municipal Well Sealing (City of Rosemount)</u> – This activity will cap two municipal wells in compliance with County and State Law.</p> <p><u>Rediscover SSP (South St. Paul)</u> – This activity is for the purchase of substandard or blighted properties, clearance of the site and sale of the lot at market value for in-fill construction of single family homes. All sales are voluntary. The new homes must meet design standards to assure they fit into the neighborhood.</p> <p><u>Septic System Repair Program</u> – This activity is for a cost-share with County residents/business to replace failing septic systems. Average cost is \$10,000.</p>

		Well Sealing – This activity is to assist property owners to seal old wells that meet a minimum scoring requirement based on the potential threat to the public water supply.
Project 6	Project Name	Home Consortium Projects
	Goals Supported	Affordable Rental Housing Affordable Homeowner Housing
	Needs Addressed	Affordable Rental Housing Affordable Homeowner Housing
	Funding	HOME: \$1,928,088
	Description	This project is for all of the other Consortium members' HOME activities. Funding has been set aside for CHDO projects, some yet to be identified, Homebuyer, New Construction and Acquisition/Rehab.
	Location Description	The Counties of Anoka, Ramsey, Washington and the City of Woodbury. Excludes the City of St. Paul in Ramsey County.
	Planned Activities	<p><u>Anoka County</u></p> <ul style="list-style-type: none"> • Affordable Housing Development – Undesignated (\$510,848) • Community Housing Development Organization (CHDO) – Aeon Multifamily (\$67,249) <p><u>Ramsey County</u></p> <ul style="list-style-type: none"> • MWF Boulevard Multi-family (\$100,000) • Arbor Rose Multi-family (\$100,000) • Foreclosed Property Acquisition/Rehab (\$100,998) • Affordable Housing – Undesignated (\$56,941) • Commerce Park Multi-family (\$100,000) • Villages at Frost and English Senior (\$185,973) • FirstHOME Down Payment Assistance (\$100,000) • CHDO – Aeon Multifamily (\$62,676) <p><u>Washington County</u></p> <ul style="list-style-type: none"> • Two Rivers – Ivy Estates (\$197,420) • CHDO – Aeon Multifamily (\$35,777) <p><u>City of Woodbury</u></p> <ul style="list-style-type: none"> • Down Payment Assistance (\$48,823) • The Glen at Valley Creek (\$77,619) • CHDO – Aeon Multifamily (\$8,877) <p><u>Community Housing Development Organization (CHDO)</u> - 15% of 2016 and 2017 CHDO funds will be set aside for a 54-unit multifamily development in Anoka County that will include three HOME units.</p>
Project 7	Project Name	ESG17 Dakota County
	Goals Supported	Homelessness and Prevention Public Service Planning and Administration
	Needs Addressed	Homelessness Public Service Planning and Administration
	Funding	ESG: \$159,564

	Description	The 2017 Federal Fiscal Year allocation of ESG funds for Dakota County are planned to provide rapid re-housing, emergency shelter operations, HMIS administration, and program administration.
	Location Description	Dakota Countywide
	Planned Activities	Emergency Shelter Operations – (\$25,000) Rapid Re-housing – (\$92,086) Services Assistance – (\$20,000) Data Collection (HMIS) – (\$10,511) ESG General Administration – (\$11,967)

AP-50 Geographic Distribution - 91.420, 91.220(f)

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

Dakota County and its participating municipal subrecipients do not target the use of the federal funds to any one specific area within the County. Generally, funds are used to support programs that provide a benefit to all eligible residents countywide rather than to areas of concentration. The municipal subrecipients may further refine the area to within city-limit boundaries for projects utilizing CDBG funding awards.

Distribution Area	Percentage of Funds	Program Funding
Apple Valley	8.92%	CDBG
Burnsville	14.04%	
Eagan	10.97%	
Farmington	1.78%	
Hastings	3.87%	
Inver Grove Heights	6.72%	
Lakeville	7.76%	
Mendota Heights	1.01%	
Northfield	3.44%	
Rosemount	2.89%	
South St. Paul	5.12%	
West St. Paul	6.25%	
Smaller Cities and Townships	2.96%	
Countywide	25%	
<hr/>		
Dakota County	35.1%	HOME
Anoka County (includes Coon Rapids)	25.0%	
Ramsey County	23.3%	
Washington County	13.3%	
City of Woodbury	3.3%	
<hr/>		
Countywide	100%	ESG

AP-50 - Table 1 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Dakota County’s status as an “Urban County” is supported by the municipalities and townships of the County, particularly those communities that could qualify as entitlement jurisdictions individually. By remaining a collective whole, it enables the County to receive more funding, reduces the administrative burden, and allows for program efficiencies. As a result, the municipalities are partners in implementing the CDBG program directly within their communities and approximately 75 percent of the funds are set-aside for the municipalities.

Specific to HOME, each member of the Consortium is awarded a percentage of the overall allocation based upon the share percentage determination HUD provides.

Dakota County has not chosen to disperse HOME funding to specific geographies and has chosen to wait to identify a HOME eligible project. The location of the project will be considered, but other factors such as site control, project financing and feasibility, and project readiness will heavily dictate where the funds are utilized.

ESG funds will be used for tenant based rapid rehousing assistance, shelter operations, HMIS costs, and general grant administration. It is up to the discretion of the tenant to locate housing in a community in which they prefer to live. Therefore, ESG is not directed to any one community; however, in most cases, it should be utilized within Dakota County.

Discussion

Affordable Housing

AP-55 Affordable Housing - 91.420, 91.220(g)

Introduction

The Program Year 2017 projects support affordable housing opportunities to very low-, low-, and moderate-income households through production of new units, rehabilitation of existing units and rapid re-housing assistance.

One Year Goals for the Number of Households to be Supported	
Homeless	8
Non-Homeless	117
Special-Needs	0
Total	125

AP-55 - Table 1 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	8
The Production of New Units	40
Rehab of Existing Units	75
Acquisition of Existing Units	2
Total	125

AP-55 - Table 2 - One Year Goals for Affordable Housing by Support Type

Discussion

Dakota County CDA and the municipal subrecipients will focus approximately \$1 million of CDBG entitlement funding towards homeowner rehabilitation. Another estimated \$400,000 in program income will be used for the home improvement loan program. The remaining entitlement funding will be spread out to remove safety/blight hazards and revitalize the community; improve public facilities; implement public service programs for youth and seniors; provide financing for homeownership; and to complete plans and administer the CDBG program overall.

Dakota County HOME funds have been allocated for the new construction of Prestwick Place Townhomes located in Rosemount. This development will include 40 units of affordable one-, two-, and three-bedroom units. The property will be managed by the CDA.

ESG funding for 2017 has been budgeted to assist with emergency shelter operations; provide rapid re-housing, which entails providing recipients' rental payment assistance and security deposit assistance; provide financial assistance for housing relocation and stabilization services; and pay for some costs associated with the maintenance of the Homeless Management Information System (HMIS).

AP-60 Public Housing - 91.420, 91.220(h)

Introduction

The Dakota County CDA is responsible for administering the majority of the public housing inventory and Housing Choice Voucher programs in Dakota County. The scattered site public housing includes 243 single family homes, duplexes, four-plexes and townhomes located throughout the County and an 80-unit apartment building, Colleen Loney Manor, located in West St. Paul. In addition to the CDA, South St. Paul operates 298 units of public housing in two apartment buildings, Nan McKay and John Carroll building.

The Housing Choice Voucher Program is also administered by the CDA and is a federal program for all jurisdictions in Dakota County. The CDA assists over 2,600 households through this program. The CDA also administers project based assistance for units in Hidden Ponds (Apple Valley) and Cedar Villas (Eagan), a total of 31 units among the two, all two- and three-bedroom units.

The Housing Choice Voucher program assist households with income levels below 50 percent of area median income and Public Housing serves households below 80 percent of area median income.

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

The Dakota County CDA will continue to invest operating and capital funds to the modernization of the housing units it owns and maintains. The CDA gathers resident and staff input when determining the scope of work needed to meet the needs, and extends invitations annually to all public housing residents to attend meetings where staff are on hand to listen to and record concerns and requests of the residents. For those unable to attend these sessions, staff provides them with contact information in order for them to share their thoughts in writing via emails or letters or by leaving voicemails for staff. CDA staff also solicits comments from local municipalities regarding needs or comments on CDA units contained within their jurisdictions. Staff receives comments from city administrators, city zoning staff, city code enforcement staff, local police departments, and other relevant entities.

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

The Dakota County CDA employs a Homeownership Specialist and a First Time Homebuyer Specialist who provide housing counseling for households interested in homeownership. During a typical pre-purchase counseling session, staff will discuss with a client the importance of credit, credit repair, financial management, etc. This service has been marketed in the past to the public housing residents and residents in other CDA-owned affordable housing. During the next year, the CDA will continue to send information promoting the pre-purchase counseling program to public housing residents twice via mail.

The Dakota County CDA encourages residents living in CDA-owned or managed units to become more involved through resident meetings and informational brochures. Residents receive information from CDA staff on how and where they can view the PHA plan and post comments to the plan on the CDA website. In addition, CDA staff are also diligent in sending out information to residents regarding the following areas that will assist them in self-sufficiency:

- Financial Empowerment classes
- Budgeting resource classes
- First Time Homebuyer information/classes
- Job Resource Fairs

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

The CDA is not designated as “troubled”. HOME Consortium members Anoka County, Ramsey County, Washington County and the City of Woodbury are not designated as “troubled.”

AP-65 Homeless and Other Special Needs Activities - 91.420, 91.220(i)

Introduction

Dakota County continues to work with the Affordable Housing Coalition, as well as other entitlement grantees receiving ESG funding throughout the Twin Cities region, to align priorities and funding across the continuum for programs addressing the needs of Dakota County residents experiencing or at risk of homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Dakota County will continue to use local funding to reach out to homeless persons, sheltered or unsheltered to connect the household to resources to address their individual needs. The goal to produce additional housing options, provide TBRA programs (rapid rehousing), provide public services and support economic development initiatives will all contribute to the efforts CoC funding and other local resources are providing to homeless households.

ESG funding is used for emergency shelter operations, rental subsidy, and financial stabilization services like security deposits and first month's rent.

Addressing the emergency shelter and transitional housing needs of homeless persons

For this year, addressing the emergency shelter needs will be done primarily with ESG funds. ESG funding has been used in recent years to provide on-going rental subsidy. However, over the last 12 months, temporary emergency shelters have been set up in participating area churches during January and February. The emergency shelter rotates among the churches. This is recognized as an inefficient way to provide emergency shelter to homeless individuals and families, and Dakota County continues to explore solutions for emergency shelter. To address emergency shelter needs, ESG funds will be used as a resource.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Dakota County has implemented initiatives to transition households experiencing homelessness into housing. Private funding was secured to implement the Housing Access Resource Team, including a Housing Partnership Manager (HPM) and Tenant

Navigator (TN). The HPM develops relationships with landlords to provide choices for persons with barriers to housing. The TN works with clients on the Coordinated Entry Housing Wait List to prepare them for housing opportunities when available. Dakota County increased housing search and stability services and continued to receive state and foundation support for prevention resources.

Dakota County's protocols for the discharge of persons from publicly funded institutions and other systems of care are designed to prevent immediate homelessness. Below is a summary of the policies, procedures and proposed changes from SMAC's CoC application.

Health Care: Releasing medically fragile, homeless people is a growing problem. Medical respite beds are available in the metro area and the CoC is collaborating with metro providers to establish a program that houses homeless persons being released from hospitals. Healthcare for the Homeless monitors and provides medical services in shelters. The American Red Cross provides emergency social services during non-business hours to accommodate discharge. Hospital social workers make referrals to Social Services, then individuals are offered adult protection services. If eligible, clients are offered direct assistance in obtaining housing. If not eligible for Social Services or case coordination through Public Health Nursing, they are referred to Economic Assistance to determine eligibility for financial aid. If there is a safety concern, the county may place non-disabled adults in a motel in lieu of shelter for up to three days.

Foster Care: Protocol is in place so no one is discharged from foster care without stable housing. Minnesota legislation directs counties to develop discharge plans with all foster care youth at age 16. All youth receive a notice regarding their rights. Foster care youth may stay in foster care until age 21 or choose to live independently and work with their case manager to identify and secure permanent housing, including accessing resources for a damage deposit and rental assistance. All youth transitioning from foster care develop a discharge plan with their county case manager; the plan includes needs, goals, resources and a support system. The CoC reviews the foster care discharge policy with county staff annually. Child protection staff responsible for discharge and case management participate in monthly CoC meetings.

Mental Health: Protocol is in place so no one is discharged from a mental health facility without stable housing. The state mandates all persons committed to any of the state's regional treatment facilities are assigned a mental health case manager through the county in which they live or last claimed residency. Discharge planning begins while the individual is committed and housing remains a part of the treatment plan after discharge to ensure housing is maintained. Persons leaving mental health facilities are typically discharged to adult foster care or other state resources to assist with housing stability.

Corrections: The State of Minnesota Department of Corrections (DOC) staff complete an intake assessment when an inmate enters a facility and determines eligibility for county services and income support. If an inmate is homeless upon entering, their correctional officer coordinates with county personnel for housing search. State Prisons

conduct training classes for inmates leaving the facility that deal with issues that inmates encounter upon release, including housing. DOC has worked with members of the SMAC to eliminate significant barriers to rehousing ex-offenders.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Dakota County established a crisis line as a centralized access point for households that are experiencing a housing crisis and are homeless or at risk of homelessness. This line centralizes the calls for all populations experiencing a housing crisis. Three providers in Dakota County are the initial contact points depending on household composition. For singles and families, it is Dakota County Intake; for youth it is The Link; and for domestic violence or sexual assault victims it is 360 Communities' Lewis House.

A centralized housing wait list is maintained for persons who are homeless. The wait list is designed to match households to the best ongoing resource to meet their housing and service needs. The waiting list relies on completion of a standardized assessment for placement on this list. When a household contacts the crisis line the following steps occur.

Step 1: Resolve the crisis

Intake staff will work with the client to best resolve the housing crisis.

- Prevent an eviction
- Access emergency shelter
- Explore alternative resources

Step 2: Complete an assessment

If the client(s) are placed in an emergency shelter or are placed on a shelter waiting list, an assessment will be completed to determine their ongoing needs.

Step 3: Connect to a housing opportunity

Once assessed, their name will be placed on a central Housing Waitlist and will be matched to a housing resource that best meets their needs when one becomes available. Providers have a weekly meeting to discuss placement of households on the waiting list and to report opening for available resources.

AP-75 Barriers to affordable housing - 91.420, 91.220(j)

Introduction

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

Dakota County does not establish Countywide policies for land use and development. When the CDA has plans for a new development, CDA staff work with city staff in order to meet the zoning and land use requirements of that city. Dakota County CDA maintains its relationship and works closely with all units of government throughout the county to support all affordable housing. This includes support of new rental construction, tenant based rent assistance, new owner construction (e.g. Habitat homes), special needs housing, and housing rehabilitation. Housing advocacy groups and the CDA will continue to work together to further affordable housing opportunities within all communities.

To address potential barriers in individual cities, the CDA has created an incentive program for cities to support affordable housing efforts. In 2006, the CDA created the Redevelopment Incentive Grant (RIG) Program. The RIG Program provides competitive grants of up to \$250,000 to Dakota County cities to assist with redevelopment planning and implementation efforts. To be eligible for funding, cities are required to demonstrate support for affordable housing efforts, and additional points are awarded to cities that include affordable housing in their redevelopment plans. The CDA has provided over \$10 million in grants since the program's inception.

Discussion

The CDA works closely with private developers to address barriers posed by limited access to private financing. The CDA can assist by providing gap financing and working with cities and private developers to provide development support. In 2001, the CDA and Dakota County created the Housing Opportunities Enhancement (HOPE) Program. The HOPE program can provide deferred loans of up to \$750,000 for gap financing for the new construction, substantial rehabilitation, and/or preservation of affordable housing in the County.

To help address concerns about affordable housing, the CDA educates residents about its affordable housing program and works with housing advocacy groups to further affordable housing opportunities within all communities. The CDA holds an open house event at all CDA-developed properties for citizens to tour the development and has staff available to answer questions about management and operations upon project completion. The CDA also has an annual open house to showcase a few of the different CDA senior developments in the county. Every attempt is made to address concerns of residents.

In the current economic climate, addressing underserved housing needs has become increasingly more difficult. To make housing affordable to very low income households, deep subsidies are needed. Appropriations for housing programs have seen reductions or remain flat and are not at levels to solely support affordability gaps. The CDA will continue to wisely invest its federal funds in viable projects and combine federal sources with other resources so that it can continue to provide Dakota County residents with affordable housing options.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

Actions planned to address obstacles to meeting underserved needs

The CDA will continue to identify and partner with other organizations to address the needs of those most underserved. The creation of affordable rental housing has been the method used most by the CDA to provide options for seniors and working families. For homeowners, the CDA assists underserved households when looking to purchase a home by providing credit counseling and first-time homebuyer education. Additionally, down payment assistance is available. The Home Improvement Loan program assists low- and moderate-income households with maintenance and upkeep of their homes with a zero percent deferred loan.

Actions planned to foster and maintain affordable housing

Program Year 2017 funds will be used to provide home improvement loans and rehabilitate rental properties. The CDA will work to preserve the affordability of units in Low Income Housing Tax Credit properties at the end of their affordability restrictions and project-based assisted units. Please see “AP-55 - Affordable Housing” for discussion on the County’s Affordable Housing strategy and goals.

Actions planned to reduce lead-based paint hazards

The CDA will continue to assess homes built prior to 1979 through the Homeowner Improvement Loan program and address any hazards as part of the program if lead-based paint has been identified in connection to the work to be performed.

All residents of properties managed by the CDA (public housing) and Housing Choice Voucher clients will be notified and provide with the pamphlet “How to protect yourself from Lead”.

Actions planned to reduce the number of poverty-level families

Dakota County Community Services division is the main provider of services that address the needs of those in poverty. In partnership with the County, the CDA will refer all those needing additional services beyond the housing assistance and affordable housing opportunities the CDA is able to offer to help those in poverty.

Actions planned to develop institutional structure

Dakota County designated the Dakota County Community Development Agency (CDA) to administer the CDBG, HOME and ESG programs. The CDA maintains a strong relationship with County departments, cities, and other agencies (private and non-profit) throughout County.

The CDA was established in 1971 pursuant to special Minnesota legislation to serve the cities and residents of Dakota County. The CDA operates under an eight-member Board of Commissioners appointed by the Dakota County Board, each representing a separate district. The CDA is a separate agency from Dakota County, and as such, is able to work with cities and other partners in a manner distinct from Dakota County. This coordinated delivery system works extremely well as an efficient and effective way to centralize housing services for Dakota County.

As the administrator of the CDBG program for the County and the participating cities, the CDA meets individually with each CDBG municipal subrecipient to discuss the activities, timeliness requirements, and regulations. To help cities understand the CDBG program better, the CDA developed a CDBG manual that details program requirements and the process for allocating and awarding funds. CDA staff also offer an annual CDBG workshop to review the latest funding application, and provide information on one or two HUD regulations (i.e. Davis Bacon, procurement, timeliness, environmental reviews, etc.).

In addition to the relationships within the County, Dakota County CDA is the lead administrator for the Dakota County Consortium and works with staff from Anoka, Ramsey and Washington counties and the City of Woodbury to implement the activities funded with HOME dollars. The Consortium has monthly conference calls and quarterly in person meetings to discuss any changes in program regulations, monitoring, and the activities being put into operation.

ESG is administered by the CDA, but implemented by the Dakota County Community Services division. Both the CDA and Community Services use the approved HMIS. The CDA will review the files for compliance and draw down all funds on a reimbursement basis.

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

CDA and County staff regularly attend the Affordable Housing Coalition (AHC) meetings, which is the governing board of the Suburban Metro Area Continuum of Care (SMAC). In addition to continuing to participate in the AHC meetings, Dakota County and the CDA will attend meetings with other public and private housing agencies, and social service agencies as these meetings arise. Social service staff are deeply connected to the social needs of residents will continue to be partners in the supportive and rapid rehousing programs. The CDA and the County will continue their many partnerships with the community, non-profits, and other local government entities in developing and implementing the Action Plan.

Actions planned to Affirmatively Further Fair Housing

The Dakota County CDA proactively complies with the Fair Housing Act and other civil rights laws, including Title VI of the Civil Rights Act of 1964, Section 109 of the Housing and Community Development Act of 1974, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990 in order to ensure that all people have equal access to the housing of their choice. To support compliance with these fair housing related acts and laws the CDA participates in several Fair Housing activities.

The Fair Housing Implementation Council (FHIC) is a collaborative group representing the Twin Cities metropolitan area entitlement jurisdictions and other governmental agencies; Dakota County CDA represents Dakota County on the council. The purpose of the FHIC is to facilitate and initiate implementation of activities having metro-wide significance identified in the regional Analyses of Impediments to Fair Housing Choice (AI).

In 2014, the FHIC contracted HousingLink to author an AI for 2015-2019. The AI evaluates housing-related policies and practices that may prevent fair housing choice and identified several fair housing impediments used as a basis for determining the Annual Action Plan funding activities. HUD reviewed the AI and determined amendments were needed to address certain deficiencies before the document would be approved by HUD. The FHIC then contracted with Mosaic Community Planning, LLC to conduct an Addendum to the FHIC's 2014 Regional AI (AI Addendum). The AI Addendum will specifically address the housing discrimination, gentrification and displacement, barriers to housing choice, and the conditions of segregation and integration in the seven-county area that includes Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington Counties in Minnesota. The AI Addendum will be completed in June 2017 and implementation of the AI Addendum will follow.

In 2017, Dakota County continues to jointly fund and participate in the following fair housing activities to attempt to address the impediments to fair housing choice facing the region and in Dakota County. The activities include:

- Continue efforts in amending the Regional Analysis of Impediments for 2015-2019. Following completion of the AI Addendum begin the planning, prioritization, and implementation of the AI Addendum recommendations.
- The CDA's Housing Assistance department will host a landlord/owner training for local landlords and rental property owners to discuss a variety of issues related to rental housing and the Housing Choice Voucher program. Fair housing and equal access to housing will be covered. The CDA will use a contract attorney that specializes in fair housing law to ensure that the landlords and property owners receive the most current, accurate information regarding fair housing.

- Through the homebuyer and homeownership resource connection at the CDA, homeownership counselors assist potential homebuyers of color and help prepare them for long-term homeownership success. The First Time Homebuyer program may offer additional assistance with down payment and closing costs. Homebuyer Education and Counseling services at the CDA continue to be promoted at Dakota County community events and fairs, city offices, churches, and social service agencies. The CDA also advertises these services on its website.
- The CDA makes available information pertaining to the fair housing complaint process to homebuyers during Homestretch classes and homebuyer counseling.
- Foreclosure literature will continue to be mailed to recipients of Pre-Foreclosure Notices and Notices of Pendency educating them about the foreclosure process and the services offered by the CDA. Dakota County continues to promote the loan scam alert campaign *Look Before You Leap* on the CDA website. Furthermore, CDA staff discuss mortgage scams with foreclosure prevention clients by asking the following questions:
 - Did anyone offer to help modify your mortgage, either directly, through advertising, or by any other means such as a flyer?
 - Were you guaranteed a loan modification or asked to do any of the following: pay a fee, sign a contract, redirect mortgage payments, sign over the title to your property, or stop making loan payments?

The responses will be recorded.

- Fair Housing Ads will be published in the local newspapers during the month of April as part of Fair Housing Month.
- Multi-language Fair Housing posters are prominently displayed in the front lobby of the CDA office as well as smaller posters in staff cubicles where staff and program participants meet. The CDA will continue to supply additional posters to the other service organizations at the Affordable Housing Coalition meetings. The Fair Housing symbol will be displayed on all CDA brochures as well as on the CDA website.
- Information about Fair Housing is on the CDA's website, and it provides users with guidance and instructions on how to file a complaint as well as resources about Fair Housing. There is also a link to the HousingLink website where videos about Fair Housing can be viewed. HousingLink's website is located here: <http://www.housinglink.org/HousingResources/FairHousing>). The videos are aimed at giving viewers a basic understanding of fair housing, i.e. locating affordable housing, tenants' rights, how to be a good tenant, what a landlord must do and cannot do. The videos are available in several different languages.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$400,000
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income:	\$400,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	78%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(2)

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

Dakota County does not plan to use HOME funds for other forms of investment beyond those identified in Section 92.205.

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

Please see Appendix B - Dakota County HOME Consortium HOME Program Resale/Recapture Policy.

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

Please see Appendix B - Dakota County HOME Consortium HOME Program Resale/Recapture Policy.

The affordability period of any HOME-assisted units shall be governed by a legal instrument recorded at the appropriate County Recorder's office. This same instrument shall also identify and enforce the resale or recapture provisions of the HOME program. Such documentation shall be provided by the Consortium member and may include one or more of the following depending on the type of project:

1. Resale:
 - a. Deed Restriction; or
 - b. Declaration of Covenant.
2. Recapture:
 - a. Anoka County – Recorded Repayment Agreement and Note;
 - b. Dakota County - Mortgage and Note;
 - c. Ramsey County - Grant of Lien, Note and Declaration;
 - d. Washington County - Mortgage, Note and Declaration;
 - e. City of Woodbury – Mortgage and Note.

The precise nature of the documentation will be identified in the written agreement that governs the usage of the HOME funds in the project. The appropriate Consortium member must be contacted to ensure the correct document for enforcement of the HOME resale/recapture provision is used and recorded.

The HOME written agreement must be a separate legal document from any loan instrument and must, at a minimum, comply with the requirements at 24 CFR 92.504(c)(5) of the HOME rule. If the Consortium member provides HOME funds to a subrecipient or CHDO to develop and sell affordable housing, the Consortium member must prepare and execute the agreement with the buyer, or be a party to the agreement along with the entity it funded to ensure it can enforce the written agreement.

The executed HOME written agreement with the homebuyer must be recorded at the appropriate County Recorder's office when resale or recapture is used.

For HOME-assisted homebuyer projects under resale or recapture agreements, the Consortium will perform ongoing monitoring of the principal residency requirement during the period of affordability to confirm that the buyer is using the property as his/her principal residence. This can be accomplished through a variety of means, including, but not limited to verification of the buyer's name on utility company records, insurance company records for the home, property records verification, and or postcard or letters

mailed with “do not forward” instructions can demonstrate whether the buyer is receiving mail at the home.

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

Dakota County does not plan to use HOME funds to refinance existing debt of multifamily housing.

Emergency Solutions Grant (ESG)

Reference 91.220(I)(4)

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

Please see Appendix C – ESG Written Standards & Administrative Policy.

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

Dakota County has established a centralized coordinated entry system, implemented in December 2014. All providers are to direct housing crisis calls to one central number and, dependent upon the household’s composition, will be forwarded to one of three agencies to mitigate the crisis. Once the initial crisis has been resolved, an assessment team will determine if a full assessment is needed. Then, the household is then placed on one centralized waiting list maintained by Dakota County Social Service Division. Homeless program providers are to contact the waitlist administrators when they have an opening available. A secondary team which communicates on a weekly basis reviews the waiting list and supplies the provider with an appropriate referral based upon rank and eligibility criteria for the specific program.

The system is advertised on the HeadingHome Dakota website (<http://www.dakota.headinghomeminnesota.org/>), the County’s website, the County’s Housing Crisis phone line, at community events, and through training for service providers.

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

N/A. Dakota County and the CDA administer ESG funds directly and do not make sub-awards. See ESG Written Standards.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR

576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

See ESG Written Standards. The Affordable Housing Coalition, which is the CoC Governing board, is required to have at least one homeless or formerly homeless person as a board member.

5. Describe performance standards for evaluating ESG.

ESG performance standards will be followed per 24 CFR Part 576, including measures to evaluate the effectiveness of the program and measures to assess how well the program serves the targeted population. This includes reductions in the number of homeless persons living on the streets and in shelters, the number of persons who do not reenter the shelter or supportive housing system within one year, and the number of persons exiting with permanent housing. Dakota County will continue to consult with the SMAC on performance standards for evaluating ESG.

Per HUD regulations, eCart will be utilized to report aggregated data on persons assisted with ESG. See ESG Written Standards.

Discussion