

A. Organization Profile

Completed by molly.fair@como.gov on 5/10/2023 9:52 AM

Case Id: 12402

Name: City of Columbia - Homeowner Rehab Program -

Address: 500 East Walnut, Ste. 108

A. Organization Profile

Please provide the following information.

ORGANIZATION

A.1. Organization Name

Housing Programs Division

A.2. Doing Business As (DBA)

City of Columbia

A.3. Federal EIN

436000810

A.4. SAM.gov Identifier

WZR4KM9CBTV3

A.5. Organization Type

Government

A.6. Address

500 East Walnut, Ste. 108 Columbia, MO 65201

CONTACT INFORMATION

A.7. Head of Organization

Tim Teddy

A.8. Head of Organization Title

Director of Community Development

A.9. Phone

(573) 874-7318

A.10. Email

timothy.teddy@como.gov

A.11. Website

www.como.gov

B. Mission/Goals

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Case Id: 12402

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B. Mission/Goals

Please provide the following information.

B.1. Organizational Mission Statement

Administer federal and local funds to meet housing and community development needs in Columbia.

B.2. Description of Organizational Goals

The Housing Programs Division consists of the Housing Programs Manager, Senior Housing Specialist, Housing Specialist, and Admin Tech who work to administer HOME and CDBG funds.

B.3. Describe the geographic service area.

CDBG and HOME funds are specifically for the City of Columbia.

B.4. Describe the populations served by your organization.

Households, neighborhoods, and individuals at or below 80% of the area median family income.

B.5. What percent of participants served in your previous fiscal year are identified as local Minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

51.00 %

B.6. How does your organization operationalize the values of diversity, inclusion and social equity?

The City of Columbia Housing Programs Division operates programs in a manner that allows all community members an opportunity to provide input.

B.7. Does the organization promote and provide board representation from local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

B.8. Does the organization's top 5 paid employees employed include local minority populations, persons with disabilities or non-English speaking persons as identified in 24 CFR 91.105(a)2(i)?

Yes

B.9. Is your organization a Section 3 employer, or does the proposed project include the Utilization of Section 3 employers in accordance with the Housing and Urban development Act of 1968?

Yes

Documentation

Articles of Incorporation

***No files uploaded*

By-laws

***No files uploaded*

Strategic Plan

***No files uploaded*

Organizational chart

***No files uploaded*

IRS Tax Exempt Status Determination Letter

***No files uploaded*

Financial Statement

***No files uploaded*

IRS 990 or 990EZ

***No files uploaded*

Financial policies and procedures

***No files uploaded*

MO Secretary of State Registration

***No files uploaded*

C. Governance Board

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Name: City of Columbia - Homeowner Rehab Program -

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C. Governance Board

Please provide the following information.

C.1. Board Members

Name	Board Position	Address	Term Begin Date	Term End Date
Barbara Buffalo	Member	701 E Broadway	04/01/2022	04/01/2025
Andrea Waner	Member	701 E Broadway	04/01/2021	04/01/2024
Roy Lovelady	Member	701 E Broadway	04/01/2022	04/01/2025
Nick Foster	Member	701 E Broadway	04/01/2022	04/01/2025
Betsy Peters	Member	701 E Broadway	04/01/2021	04/01/2024
Nick Knoth	Member	701 E Broadway	04/01/2023	04/01/2026
Donald Waterman	Member	701 E Broadway	04/01/2023	04/01/2026

D. Proposal Summary

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D. Proposal Summary

Please provide the following information.

D.1. Provide a summary describing the proposed project.

The City operates the Home Rehab and Energy Efficiency Program with an assistance limit of \$50,000 per address. The program addresses interior and exterior property maintenance violations, environmental and health hazards, accessibility issues, HVAC repair/replacements and cost effective energy efficiency issues. Complete home energy audits performed by program staff guide energy related rehab activities and provide two important economic benefits to homeowners. Once energy efficiency improvements are completed and verified, the homeowners are eligible for up to \$2,400 in granted energy efficiency measures.

Additionally, the monthly energy savings will provide economic relief to the home owners for the usable life of the improvements.

CDBG grants fund staff, training and project set up costs for Rehab, Home Ownership Assistance, Demolition, CHDO programs, administrative oversight for Services for Independent Living's Ramp and senior home repair programs, and direct project costs for the Home Rehab and Energy Efficiency Program. HOME funds are limited to Rehab project costs only.

All homeowners in the CDBG or HOME rehab programs receive one-on-one training with a housing specialist to educate them about general maintenance in and around their home, to assist in protecting the City's investment and ensure the durability of the improvements made.

D.2. Select the production goal(s) within the 2020-2024 Consolidated Plan that this project will fulfill:

- Rehab and Repair of Homes
- Technical Assistance to Businesses
- Direct Homebuyer Assistance
- Sidewalk Construction
- Direct Housing Counseling and Education
- Storm Water Improvements
- New Home Construction
- Acquisition and Demolition of Dilapidated Structures
- Production of Rental Units
- Code Enforcement

- Tenant Based Rental Assistance
- Public Facilities and Improvements
- Vocational Training
- Homeless Facility Improvements

D.3. Project service area: Will this project service individuals and households within the City of Columbia?

Yes

D.4. Number Served: How many individuals or households will this project benefit? What is the target population?

Please provide data to support.

The goal for the programs for the 2024 funds are 8 rehabs. At an average of 3 persons per household, 24 individuals would be served. The target population for the Rehab program are home owners within the City limits at or below 80% of the area median income.

D.5. Outcomes: Identify the specific, measurable and desired outcomes for this project.

The completion of Home Rehab and Energy Efficiency projects will result in property maintenance and housing quality standard code compliance, increased energy efficiency and affordability, long term housing durability, increased property values, improved neighborhood quality, and long term availability of affordable housing.

D.6. Outcome Data: What data will be collected to evaluate the outcomes for this project?

All completed project and occupant data are recorded on the HUD Integrated Disbursement and Information System (IDIS) as well as the City's in-house program database. Staff collects "before and after" appraisal and lead hazard information for each project which is retained in the project file.

D.7. How does the proposed project address and promote systemic changes towards social and racial equality?

The Homeowner Rehab Program works directly with families to make necessary repairs to their homes, thus allowing for a family to continue to live in their home with the opportunity for generational wealth that comes with owning and maintaining property.

D.8. Does the organization have control of the site(s) for the project?

No

D.9. Is the proposed project compliant with existing zoning and land use ordinances?

Yes

D.10. Describe actions to rezone the property to allow for desired use

N/A

D.11. Neighborhood Consultation: Describe how the neighborhood has been consulted regarding this project.

Neighborhoods were consulted as part of the City of Columbia's Consolidated Plan public input process.

D.12. Who is the proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position.

Jacob Amelunke, Senior Housing Specialist
Darcie Clark, Housing Specialist

Molly Fair, Administrative Technician
Jennifer Deaver, Housing Programs Manager

D.13. What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past.

Jacob has held certifications as a Building Analyst with the building performance institute and Certified renovator under EPA's lead paint Renovation and Repair and Painting rule. Jacob has been conducting environmental reviews and operating the Rehab/Demolition program for the past eight years. The City of Columbia's Water and Light department provides the energy efficiency inspections.

D.14. Does the proposed project include the utilization of qualified MBE/WBE contractors or subcontractors, which may include construction, services or operational supplies?

Yes

D.15. For construction projects, who is the designated person or firm designing and inspecting construction projects.

United Field Services provides third party inspections when required for Home Rehab and Energy Efficiency Projects over \$15,000. The City of Columbia's Water and Light department provides the Energy Efficiency Audits for each home.

D.16. Provide a brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding.

CDBG and HOME has provided funds to the City of Columbia for over 30 years for the rehab program. Previously the program was funded with \$180,000 in FY2023 funds. Those funds will be used to complete existing projects. This request will continue to assist future rehab applicants.

D.17. Please provide what year of funding you wish to use for this proposed project and the date that the funds will likely be fully expended.

\$100,000 of FY 2024 CDBG funds and \$50,000 of FY 2024 HOME funds to be expended over the 2024 program year.

Documentation

Project timeline

***No files uploaded*

Site map/diagram

***No files uploaded*

Site pictures

***No files uploaded*

Letters of commitment

***No files uploaded*

Project personnel resumes

***No files uploaded*

E. Budget

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E. Budget

Please provide the following information.

* - denotes ineligible CDBG funding activity

** - denotes ineligible HOME funding activity

E.1.

Activities	CDBG	HOME	Cash Applicant Providing	In Kind Services	Other
Acquisition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Architectural	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Relocation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Inspection	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
New Housing Construction*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Demolition and Site Improvements**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Improvements Construction**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Rehabilitation	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00
Minor Home Repair**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Professional	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Infrastructure**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Homeownership Assistance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office and Utilities (Costs only CDBG eligible for public services activities)**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Developer Fee for Housing Development (limited to 10% of total development cost)*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Program Administration**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TBRA Administration*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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	\$100,000.00	\$50,000.00	\$0.00	\$0.00	\$0.00

F. Required Documents

No data saved

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Required Documents

Please upload the following files:

Documentation

Articles of Incorporation ***Required**

***No files uploaded*

By-laws ***Required**

***No files uploaded*

Strategic Plan ***Required**

***No files uploaded*

Organizational chart ***Required**

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IRS Tax Exempt Status Determination Letter ***Required**

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Financial Statement ***Required**

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IRS 990 or 990EZ

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MO Secretary of State Registration ***Required**

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Project timeline *Required

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Site map/diagram

***No files uploaded*

Site pictures

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Letters of commitment

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Project personnel resumes *Required

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Certification

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Certification

Please provide the following information.

LEAD AGENCY

I certify that I have been authorized by the applicant's governing body to submit this application and that the information contained herein is true and correct to the best of my knowledge.

Authorized Name and Title

Jennifer Deaver, Housing Programs Manager

Telephone

(573) 874-6321

Authorized Signature

Jennifer L Deaver

Electronically signed by jennifer.deaver@como.gov on 5/10/2023 10:27 AM