

A. Organization Profile

Completed by *molly.fair@como.gov* on 5/9/2023 10:00 AM

Case Id: 12403

Name: City of Columbia - Acquisition and Demolition

Address: 500 E Walnut St.

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 E Walnut St. Suite 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: 12403

Name: City of Columbia - Acquisition and Demolition

Address: 500 E Walnut St.

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 and is part of the City of Columbia as a whole.

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)?

0.00 %

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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Case Id: 12403

Name: City of Columbia - Acquisition and Demolition

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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 Buffaloe	Member	701 E Broadway	04/01/22	04/01/25
Nick Knoth	Member	701 E Broadway	04/01/23	04/01/26
Andrea Waner	Member	701 E Broadway	04/01/21	04/01/24
Roy Lovelady	Member	701 E Broadway	04/01/22	04/01/25
Nick Foster	Member	701 E Broadway	04/01/22	04/01/25
Donald Waterman	Member	701 E Broadway	04/01/23	04/01/26
Betsy Peters	Member	701 E Broadway	04/01/21	04/01/24

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 goal of this program is to acquire and eliminate structures posing an imminent threat to the health and safety of neighborhoods and to provide an incentive for redevelopment of affordable housing.

CDBG funds are critical in covering the cost of acquiring and demolishing the properties as well as preparing the sites for the construction of new and affordable housing.

The demolition program is also available to private landowners. An agreement is signed between the property owner and the City stating these funds are a 100% forgivable loan if new affordable housing is constructed on the site within one year of demolition. 50% of the loan will be forgiven if redevelopment begins within three years of demolition.

In addition to acquisition and demolition, program funds are used for environmental review of the site and contaminant removal.

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

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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 acquisition and demolition program is intended to acquire and remove dilapidated structures located within the City limits of Columbia. Two vacant structures were removed in 2019. Additional properties were identified in 2020 and 2023. While adjacent property owners are arguably the most affected by the nuisance structure and its removal, the effects likely extend to all properties on the street.

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

Community Development plans to use funds for the acquisition and/or removal of one structure. This will help maintain a consistent pipeline of properties available for City sponsored affordable housing development projects and removal of other nuisance structures. If project costs are lower than recent averages, more projects will be completed.

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

Cost data is retained for each project and will be used to refine future property selection and grant requests. The final disposition of properties will be tracked to evaluate success in meeting project goals.

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

The acquisition and demolition program works to remove unsafe dilapidated homes and prepares the site for new affordable owner occupied units for low to moderate income families. The program assists with safety and promotes generational wealth associated with homeownership.

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

Yes

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

Zoning and potential land uses are not typically changed as a result of demolition projects.

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

Neighborhoods are consulted as a part of the development of the City of Columbia's Consolidated Plan wherein the removal of nuisance structures is identified as important to maintaining or improving neighborhood quality.

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

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.

The City has operated this program for 10+ years and maintains staffing necessary to successfully implement the project.

Jacob Amelunke has 7+ years of experience with the Acquisition and Demolition program.

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.

N/A

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

CDBG has provided funds for the Acquisition and Demolition program for many years. There is currently \$15,233 remaining from FY2020, \$30,000 from FY2021, and \$50,000 from FY 2022, which will be allocated and used for the next demolition project. Most recently, two vacant structures were removed in 2019, with additional properties identified in 2020 and 2023.

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.

The City is applying for \$40,000 in FY2024 CDBG funding. All funds will be fully expended by December 2025 at the latest.

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**	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Public Improvements Construction**	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Housing Rehabilitation	\$0.00	\$0.00	\$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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	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00

F. Required Documents

No data saved

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Required Documents

Please upload the following files:

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Articles of Incorporation ***Required**

***No files uploaded*

By-laws ***Required**

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Strategic Plan ***Required**

***No files uploaded*

Organizational chart ***Required**

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

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Project timeline *Required

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Site map/diagram

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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

Molly Fair, Administrative Technician

Telephone

(573) 874-7288

Authorized Signature

Molly Fair

Electronically signed by molly.fair@como.gov on 5/9/2023 10:56 AM