

A. Organization Profile

Completed by rcole@columbiaha.com on 5/10/2023 3:40 PM

Case Id: 12413

Name: CHA Park Ave. FSS Homeownership - FY2024

Address: 201 Switzler

A. Organization Profile

Please provide the following information.

ORGANIZATION

A.1. Organization Name

Columbia Community Housing Trust-CHA

A.2. Doing Business As (DBA)

Columbia Housing Authority

A.3. Federal EIN

46-3751945

A.4. SAM.gov Identifier

F1V3EKZHJD16

A.5. Organization Type

Tax-Exempt/not for profit

A.6. Address

201 Switzler Columbia, MO 65203

CONTACT INFORMATION

A.7. Head of Organization

Randy Cole

A.8. Head of Organization Title

Chief Executive Officer

A.9. Phone

(573) 554-7000

A.10. Email

rcole@columbiaha.com

A.11. Website

www.columbiaha.com

B. Mission/Goals

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Case Id: 12413

Name: CHA Park Ave. FSS Homeownership - FY2024

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B. Mission/Goals

Please provide the following information.

B.1. Organizational Mission Statement

Provide quality affordable housing opportunities with supportive and economic resources to eligible households in Columbia, Boone County.

B.2. Description of Organizational Goals

The Columbia Housing Authority's primary goals are to house our community's most vulnerable populations, while also providing supportive and economic resources to CHA residents. CHA focuses on the following organizational goals:

1. Provide affordable housing through CHA owned properties.
2. Provide CHA vouchers to eligible households and properties.
3. Provide educational and enrichment activities to CHA children and youth.
4. Connect families to supportive resources and services.
5. Support seniors and persons with disabilities to live independently.

B.3. Describe the geographic service area.

The Park Avenue FSS Homeownership project area will serve downtown Columbia. The area of downtown Columbia has significant access to employment, commerce, grocery, transportation, services, parks and amenities. The downtown area is also experiencing a decrease in affordable housing opportunities; therefore, the Park Avenue Homeownership Units will be in an ideal geographic location for providing affordable housing.

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

CHA provided affordable housing with supportive services to 2,135 households in FY 2022 through its voucher programs and CHA owned properties. CHA serves our community's most vulnerable populations that have also been negatively impacted by systemic social inequities. 58% of all households served by CHA are African American, while 39.85% are white. 81% of all households served by CHA make less than 30% of the Area Median 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)?

87.00 %

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

Our organization has incorporated diversity, equity and inclusion into our organizations stated values, board membership, and services to residents. CHA operationalizes these values with training for staff through CHA's Moving Ahead program. CHA also operationalizes these values by providing formal leadership roles and structure through the CHA Resident Advisory Board (RAB). CHA's RAB consists of a formal board structure and bylaws that provides CHA residents the power to inform CHA operational policies (safety, admissions, property management, budget) and help connect residents to CHA staff and the board. CHA also operationalizes diversity, inclusion and social equity by maintaining one board member position on the CHA Board of Commissioners that is a CHA resident and has also had the

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lived experience of being homeless.

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

Articles of Incorporation.pdf

By-laws

CCHT 2nd Amen & Restated ByLaws 2015-03-17.pdf

Strategic Plan

Columbia Housing Authority-Strategic Plan.pdf

Organizational chart

Appendix 1 - Organizational Chart.pdf

IRS Tax Exempt Status Determination Letter

IRS 501(c)(3) Letter -12-29-2014.pdf

 **Financial Statement**


Housing Authority of the City of Columbia, Missouri 2021 ffa Final.pdf

 **IRS 990 or 990EZ**

CCHT Form990Package CY2021.pdf

 **Financial policies and procedures**

Financial Policies and Procedures.pdf

 **MO Secretary of State Registration**

CCHT Certificate of Good Standing (11-30-2022).pdf

C. Governance Board

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Name: CHA Park Ave. FSS Homeownership - FY2024

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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
Bob Hutton	President	2252 country Lane	06/01/2015	05/31/2023
Robin Winneker	Vice-President	1404 Torrey Pines Lane	06/01/2017	05/31/2025
Steve Calloway	Member	3900 Sherman Ct.	08/17/2020	05/31/2024
Rigel Oliveri	Member	305 Edgewood Avenue	07/01/2018	05/31/2026
Jama Rahn	Member	2600 Jacob's Place	08/16/2021	05/31/2024

D. Proposal Summary

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Address: 201 Switzler

D. Proposal Summary

Please provide the following information.

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

The Columbia Housing Authority is submitting this proposal for the construction of six affordable homeownership units to be constructed on vacant land located on Park Ave. CHA intends to market the homes to CHA Family Self-Sufficiency (FSS) Program graduates and other CHA assisted households ready for homeownership. CHA has formal site control of vacant land consisting of .68 acres at 507 and 505 Park Ave that also adjoins CHA's Park Avenue Apartments currently planned for demolition and reconstruction. Each year, many CHA rental households increase their employment, income and credit and move up to market rate housing. In FY 2022, 98 CHA households moved up into market rate housing, therefore CHA is planning to partner with Job Point's Youth Build Program for the construction of these six homes for homeownership.

CHA has operated the FSS program for over 10 years and currently has 125 households enrolled in the program. Each month 2-3 FSS families graduate the program with increased income, improved credit and a significant level of savings to go towards the purchase of a home, car or additional education. FSS is a HUD program that provides incentives and support to help families living in assisted housing increase their earned income and reduce their dependence on public assistance programs. FSS promotes local strategies to connect HUD-assisted families with public and private resources that help them progress toward economic independence. FSS participants work with CHA FSS Coordinators to create a 5-year plan for increasing education, income, improving credit and increasing savings. As participant household incomes increase over time, CHA maintains the same level of housing assistance support and places a portion of the housing assistance in an escrow account. These escrow accounts grow over time, as each household increases their income. The average payment at the end of the 5-year program for 2023 has been \$11,000.

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?

This project will serve only households within the City of Columbia. The project will primarily serve the downtown area.

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

Please provide data to support.

CHA estimates this project will serve 18 households or approximately 41 individuals over the next 25 years, as CHA intends to make these homes permanently affordable, and ensure the homes continue to sell to qualified buyers.

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

The outcomes for this project will include the completion of 6 high quality affordable homeownership units that are sold to 6 FSS graduate households with homeownership as primary household goal.

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

Households that achieve homeownership, equity achieved over time, and success rate of maintaining homeownership.

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

There are disparities between minority populations and non-minority populations as it relates to homeownership. This project would create wealth building opportunities and homeownership opportunities that would help alleviate those disparities. The U.S. Department of Housing and Urban Development has been encouraging the support of increasing homeownership opportunities for public housing authority residents as result of federal policies implemented in the late 1990s and early 2000s, and efforts to increase social equity through 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

CHA will be conducting a PD Plan process to create the 6 necessary lots and common areas needed for a successful project.

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

CHA staff held a community wide meeting at the Missionary 2nd Baptist Church in April of 2022 to collect feedback on community wide development considerations. CHA also connected with local NAACP members and members of the Sharp End Committee and homeownership continued to be a common theme desired to be incorporated in redevelopment efforts.

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

The CEO of the Columbia Housing Authority will ensure compliance with HUD and City regulations and maintains a significant background and knowledge of CDBG and HUD funded programs.

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.

Randy Cole, 10 years of experience overseeing CDBG funded projects at the City of Columbia and spearheaded the implementation of the Columbia Community Land Trust.

Tammy Matondo, Housing Development Coordinator - 8 years at CHA

Greg Willingham, Director of Maintenance & Modernization - 28 years at CHA.

Justin Anthony, Director Resident Services has over 10 years' experience managing home building construction, including 4 at Job Point.

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.

Job Point will be acting as the general contractor for the project. CHA's Justin Anthony will be overseeing progress and inspections. Monarch Title will be coordinating construction draws and lien waivers.

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

CDBG Funds – Facility Renovations

Year Amount Remaining Measurable Results

2019 \$27,000 \$0 Renovations completed to the playground, heavy daily use

2013 \$84,000 \$0 Renovations to the Park Ave Child & Family Develop Center

2013 \$14,900 \$0 Demolition of 105 Lynn St. & 700 Oak St.

2012 \$100,000 \$0 Fire alarm system upgrades at Paquin Tower & Oak Towers

2010 \$77,000 \$0 Bear Creek Community Center Renovations

CDBG Funds - Homebuyer Classes

Year Amount Remaining Measurable Results

2014 \$15,480 \$0 87 participants educated about the homebuyer process

2013 \$15,480 \$0 81 participants educated about the homebuyer process

2012 \$15,480 \$0 94 participants educated about the homebuyer process

2011 \$15,480 \$0 77 participants educated about the homebuyer process

CDBG Funds – Money Smart Classes

Year Amount Remaining Measurable Results

2013 \$5,000 \$0 148 participants, 88 graduates, Eight 10-week classes offered

2012 \$12,000 \$0 57 participants, 43 graduates, Eight 10-week classes offered*

2011 \$12,000 \$0 93 participants, 73 graduates, Eight 10-week classes offered*

2010 \$12,000 \$0 82 participants, 57 graduates, Eight 10-week classes offered*

HOME Funds

Year Amount Remaining Measurable Results

2021 \$110,000 \$110,000

2020 \$300,000 \$3,941 Housed 14 households at risk of homelessness

2017 \$100,000 \$0 Renovation of Bryant Walkway II Apartments

2016 \$80,000 \$0 Renovation of Oak Towers Apartments

2015 \$101,750 \$0 Renovation of Stuart Parker Public Housing Apartments

2014 \$175,250 \$0 Renovation of Stuart Parker Public Housing Apartments

2014 \$75,000 \$0 TBRA-Ave. 15 households/month. \$543/Month Ave. HAP

2013 \$156,000 \$0 TBRA-Ave. 20 households/month. \$579/Month Ave. HAP

2012 \$191,250 \$0 TBRA-Ave. 30 households/month. \$654/month Ave. HAP

2011 \$150,000 \$0 TBRA-Ave. 25 households/month. \$417/month average HAP

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.

CHA desires FY 2024 HOME funds for this project.

Documentation



Project timeline

Park Ave FSS Homeownership Timeline.docx



Site map/diagram

Park lot layout-5-10-23.pdf

Park Ave-Map.pdf



Site pictures

505-507 Park Ave Sources and Uses.xlsx



Letters of commitment

2023 Central Bank Letter Columbia Community Housing Trust.pdf

 **Project personnel resumes**

Randy Cole Resume-CHA 12-6-21.pdf

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	\$265,000.00	\$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	\$150,000.00	\$185,000.00	\$0.00	\$900,000.00
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	\$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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Tenant Based Rental Assistance*	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Supplies (Equipment is ineligible)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$150,000.00	\$450,000.00	\$0.00	\$900,000.00

F. Required Documents

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Required Documents

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Certification

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Case Id: 12413

Name: CHA Park Ave. FSS Homeownership - FY2024

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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

Randy Cole

Telephone

(713) 452-9581

Authorized Signature

Randy Cole

Electronically signed by rcole@columbiaha.com on 5/10/2023 10:35 PM