

**COMPREHENSIVE ANNUAL PERFORMANCE &  
EVALUATION REPORT**

**FY 2008-2009 CDBG & HOME PROGRAMS**



COMMUNITY DEVELOPMENT DIVISION  
PO BOX 1178  
BILLINGS, MONTANA 59103

SEPTEMBER 2009

## Table of Contents

<b>Section I</b>	Consolidated Planning & Reports
<b>Section II</b>	FY 2008-2009 Accomplishments
<b>Section III</b>	Required Program Narratives
<b>Section IV</b>	FY 2008-2009 Account Balances
<b>Section V</b>	Appendices:
	A. Project Summaries for FY 2008–2009
	B. Fair Housing Initiatives Program – Statement of Work 2008
	C. Public Notices
	D. Summary of Citizen Comments
	E. FY 2008-2009 HOME Match Report
	F. FY 2008-2009 HOME WBE-MBE Report
	G. Executive Summary FY 2005-09 Consolidated Plan
	H. Map Lower-income Neighborhoods in Billings

## SECTION I – CONSOLIDATED PLANNING & REPORTING

### Introduction

Presented below is the City of Billings FY 2008-2009 Comprehensive Annual Performance and Evaluation Report (CAPER) for the City's federally funded Community Development Block Grant (CDBG) and Home Investment Partnership Programs (HOME). The FY 2008-2009 CAPER covers the period from July 1, 2008 to June 30, 2009 and reports on the City of Billings' progress in meeting the goals established in the FY 2005-2009 Consolidated Plan. The City's Consolidated Plan is a strategic planning document that identifies housing and community development needs and proposes strategies to address those needs with available resources.

The Consolidated Plan initiative of the U.S. Department of Housing & Urban Development (HUD) combines the planning, application and reporting requirements of the Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs. Although the Consolidated Plan initiative also covers the Emergency Shelter Grant Program and Housing Opportunities for Persons with AIDS Program, the City of Billings is not an Entitlement City or Participating Jurisdiction for these programs and, as such, strategies for these programs are not included in the City's Consolidated Plan. Consolidated Plans are also submitted by the cities of Great Falls and Missoula and by the State of Montana. The State's Plan covers areas of Montana, outside Billings, Great Falls, and Missoula.

The consolidation of the submission and reporting requirements for the CDBG and HOME Programs allows the City of Billings to report on its various housing and community development activities in an effective and coordinated manner. It also reduces the duplication of effort for planning and reporting for these programs and affords the opportunity for citizen participation on the CDBG and HOME Programs to take place in a comprehensive context. The CDBG, HOME, McKinney, and HOPWA programs covered by the Consolidated Plan must primarily benefit low and moderate-income persons and are intended nationally to provide decent housing, a suitable living environment, and expand economic opportunities for lower-income individuals.

The needs and strategies described in the City of Billings Consolidated Plan outline a specific course of action for the community's housing and community development activities. The City's Consolidated Plan sets forth goals and objectives that are used to measure progress in achieving the strategies described in the plan. The CAPER provides a report on the City's progress in meeting these goals and objectives.

The structure and content of the Consolidated Plan and this CAPER are based on specific requirements of HUD. Many terms used in this document are specific to the CAPER process and HUD Programs, and the reader should consult the City of Billings Community Development Office for assistance.

## **Summary of FY 2005-2009 Consolidated Plan**

The Billings City Council approved the FY 2005-2009 Consolidated Plan on May 9, 2005. The development process included the completion of the *Billings Housing Needs Assessment* completed by the Center for Applied Economic Research, Montana State University-Billings in January of 2005. The *Billings Housing Needs Assessment* highlighted: 1) the affordability of housing; 2) the condition of the housing stock; and 3) demographic trends related to elderly / disabled households. Study results of the needs assessment formed the basis for the development of the strategies for the Consolidated Plan. The Executive Summary for the City's FY 2005-2009 Consolidated Plan is attached in the Appendices.

The following five strategies are proposed by the City of Billings in its FY 2005-2009 Consolidated Plan to address the housing and community development needs in Billings:

### ***Strategy #1***

Promote the preservation of the existing supply of affordable housing in the community by:

- Providing affordable financing to allow low and moderate-income homeowners to perform needed repairs to their homes;
- Providing affordable financing to encourage rehabilitation of multi-family units affordable to lower-income residents in the community; and,
- Reducing the loss of existing standard housing units affordable to lower-income households due to redevelopment activities.

### ***Strategy #2***

Promote the preservation and revitalization of the community's older neighborhoods where the affordable housing stock is located by:

- Preserving the housing stock in older lower-income neighborhoods;
- Providing incentives to encourage development of vacant lots and redevelopment of substandard properties in lower-income neighborhoods;
- Supporting activities that provide amenities and address infrastructure needs of older lower-income neighborhoods; and,
- Supporting efforts of residents of lower-income neighborhoods to work together to address needs and respond to opportunities.

### ***Strategy #3***

Promote new affordable housing opportunities by:

- Encouraging the development of new affordable single, multi-family, and special needs housing in the community through private developers and non-profits; and,
- Promoting homeownership.

#### ***Strategy #4***

Work as an active partner with non-profits, neighborhood groups, and others to address housing, community, and neighborhood needs by:

- Encouraging housing and community development organizations to work together to build strong community structures to better address needs and to respond to opportunities; and,
- Supporting activities that promote fair housing and increase awareness of the rights and responsibilities of protected classes.

#### ***Strategy #5***

Improve the economic conditions of lower-income households in the community by:

- Supporting efforts of community organizations to address the human service needs of lower-income residents of the community in general and our lower-income neighborhoods in particular; and,
- Supporting the efforts of economic development and non-profit agencies to undertake strategies that will result in job training and employment opportunities for lower-income households.

The complete FY 2005-2009 Consolidated Plan can be viewed online:

<http://www.ci.billings.mt.us/DocumentView.asp?DID=1098>

Specific actions for each of these strategies for Fiscal Years FY 2005 through FY 2009 are described in detail in Section II along with the City's progress in FY 2008-2009 in meeting the five-year goals and objectives that were established.

The Billings Housing Needs Assessment is available online:

<http://www.ci.billings.mt.us/DocumentView.aspx?DID=1411>

The Analysis of Impediments to Fair Housing Choice is available online:

<http://www.ci.billings.mt.us/DocumentView.aspx?DID=1100>

The Billings Housing Needs Assessment and the City's FY 2005-2009 Consolidated Plan are available by contacting the Community Development Division at the address below:

Community Development Division, City of Billings  
P.O. Box 1178, Billings, MT 59103  
Phone: 406-657-8281, TTY Users: 711

#### ***Substandard Housing Definition***

For the purposes of this report, substandard condition of housing is defined by the City of Billings as properties requiring more than \$20,000 in funding to complete all required code related improvements to the property. Substandard condition but suitable for rehab would be those properties where \$20,000 invested would address all safety hazard conditions and related items associated with the house within primary systems ranging from electrical, plumbing, heating, roofing, and foundation repairs.

## SECTION II - FY 2008-2009 ACCOMPLISHMENTS

The City of Billings' FY 2005-2009 Consolidated Plan consists of five strategies to utilize CDBG and HOME resources to address Billings' housing and community development needs. These five strategies and the City's goals and objectives to undertake each strategy are identified below followed by the City of Billings' accomplishments and progress in FY 2008-2009 in meeting the goals and objectives that are established.

<i>FY 2008-2009 ANNUAL PLAN &amp; ACCOMPLISHMENTS</i>			
<b>Strategy #1 - Promote the preservation of the existing supply of affordable housing in the community.</b>			
<i>Objective</i>	<i>Implementation Plan</i>	<i>2008-2009 Goals</i>	<i>2008-2009 Accomplishments</i>
Provide affordable financing to lower-income homeowners to perform needed repairs.	Complete substantial rehabilitation work through the Housing Rehabilitation Loan Program.	12 homes	Substantial rehabilitation work was completed to 11 homes in the community with the CDBG Housing Rehabilitation Loan Program.
	Complete minor rehabilitation work through the Minor Home Repair Program.	12 homes	The City of Billings completed minor home repairs to 17 households during the program year with the City's Minor Home Repair Grant Program.
	Provide funding for single purpose rehabilitation projects targeted to elderly and special needs lower income homeowners. Providing funding to organizations increases the total leveraged funding available for repair programs.	Assist with repairs for the elderly and disabled by working with non-profit organizations such as: LIFTT (7 ramps), YCCOA (58 repairs), and Rebuilding Together (4 homes).	

	Pursue grant and private funding to support activities that increase resources available for housing rehabilitation activities.	Staff support & coordination to Rebuilding Together and other organizations performing rehabilitation.	Billings continued to implement the new Low Interest Loan established in June 2002 through a partnership with Wells Fargo. Since this program has not been utilized, the loan will be repaid to Wells Fargo in 2009.  The City continues to pursue additional resources for affordable financing for home repairs.
Provide affordable financing to rehabilitate rental units affordable to lower-income residents.	Complete substantial rehabilitation work to rental units for occupancy by lower-income, elderly and special needs households through the Rental Rehabilitation Program.	5 rental units	The revised Rental Rehab Program was adopted by the City in the fall of 2003 and funding remained available for use until December 31, 2009. This program was integrated with the Affordable Housing Development program in order to strengthen programming and procedures.
	Pursue private resources to support rental rehabilitation activities.	Utilize Fannie Mae's America's Community Fund for rental rehabilitation activities to complete 1 project.	The City researched the possibility of offering a line of credit utilizing Fannie Mae's American Community Fund for future projects. The local Fannie Mae office has closed and funding opportunities are limited through this program.
Reduce the loss of existing standard housing units affordable to lower-income households due to redevelopment activities.	Continue to work with organizations involved with redevelopment activities to promote the preservation of the existing supply of affordable housing and to mitigate the effects of demolition or conversion when it does occur.	Continue working with the Housing Needs Analysis Subcommittee of the Affordable Housing Task Force to continue work on housing guidelines <sup>1</sup> .	The Affordable Housing Task Force met monthly this fiscal year and has worked on identifying regulatory barriers affecting affordable housing development in Billings.

<sup>1</sup> Housing is being lost due to redevelopment activities separate from CDBG and HOME activities. This work group has been established to study housing needs including the loss of housing units due to demolition or redevelopment activities and to develop local housing guidelines acceptable to the community. This initiative will increase local awareness of the negative cumulative effect resulting in the loss of affordable housing units. Local guidelines will be developed which balance the expansion needs of our community with affordable housing.

**Strategy #2 - Promote the preservation and revitalization of the community's older neighborhoods where the affordable housing stock is located.**

<i>Objective</i>	<i>Implementation Plan</i>	<i>2008-2009 Goals</i>	<i>2008-2009 Accomplishments</i>
Preserve the housing stock in older lower-income neighborhoods	See implementation plan for Strategy #1.	-	-
	Support house painting program for lower-income homeowners.	5 homes	The Paint Program was rejuvenated in 2004 after being suspended due to lack of volunteers and lead based paint program requirements. This program remained funded until December 31, 2008. The program was redesigned for implementation in FY2009-2010 in order to offer the program to lead-positive properties, utilizing lead-safe contractors to perform the work.
	Support Tree Program to remove and replace diseased or dangerous trees for lower-income homeowners.	12 trees through public service activity	The City of Billings assisted 9 households including 12 individuals with the removal of dangerous trees during the FY 2008-2009 program year.
	Support activities that help preserve historic properties.	Support annual Yellowstone Historic Preservation Board (YHPB) work plan.	The historic preservation work plan has been updated and completed this fiscal year and is available at the City of Billings' Planning Division.
Provide incentives to encourage development of vacant lots and redevelopment of substandard properties in lower-income neighborhoods	See implementation plan for Strategy #3.	-	-
	Provide support for the Affordable Housing Task Force to make recommendations for a developer incentive program in conjunction with the Planning Department's Smart Growth initiative.	The Barriers to Affordable Housing Subcommittee of the Affordable Housing Task Force will propose an incentive program for infill and affordable housing development for consideration by the City Council.	The Workforce Housing Committee finalized recommendations this fiscal year and is expected to implement affordable housing development strategies.
	Provide funding for Affordable Housing Volunteer Demolition program to eliminate blighted substandard properties in lower income neighborhoods and replace with new affordable housing.	1 property	The Volunteer Demolition program continued to be available for interested applicants until December 31, 2008. This program has been integrated with the overall Affordable Housing Development program to streamline applications, management, procedures and monitoring.

Support activities that provide amenities and address the infrastructure needs of older lower-income neighborhoods	Support planned neighborhood improvements included in City's Capital Improvement Plan (CIP).	Implement City's FY2008-2009 CIP and projects funded through CDBG such as the Central Park Playground.	<p>The Billings Heights Milton Road Improvement Project was completed this fiscal year. Funds for this project were committed specifically for storm drain improvements in November 2005.</p> <p>Funding was provided for the Central Park Playground for playground equipment.</p>
	Provide Special Assessment Grants for lower-income households to help pay for Special Improvement Districts resulting from the City's public improvement projects.	30 homeowners	<p>Special Assessment Grants were provided to 2 low-income homeowner to pay for special assessments resulting from infrastructure development.</p> <p>The number of assisted homes varies from year to year as improvements are made within Special Improvement Districts in low-income areas.</p>
	Encourage the redevelopment of the South 27 <sup>th</sup> Street Corridor.	Complete one new redevelopment project (800 block South 28 <sup>th</sup> , 500 & 700 blocks of South 27th).	<p>The City of Billings has facilitated several projects through land sales, swap, and donation for the redevelopment of the 27<sup>th</sup> Street Corridor including:</p> <ul style="list-style-type: none"> <li>- A new Northern Plains Resource Council building</li> <li>- A new MTS building</li> <li>- Expansion of the Deering Clinic building</li> <li>- Donation of land for Montana Rescue Mission's new campus</li> <li>- Donation of land for Southern Lights, an affordable housing development</li> </ul>
	Encourage the implementation of the Heritage Trail Bike Plan in lower income areas in conjunction with the Healthy Communities "Built Environment" initiative.	Plan and seek funding for needed improvements in task force neighborhoods.	<p>Neighborhood Plans were completed for several neighborhoods. Completed plans can be viewed online: <a href="http://mt-billings.civicplus.com/index.aspx?NID=843">http://mt-billings.civicplus.com/index.aspx?NID=843</a></p> <p>Due to budget constraints, no further neighborhood planning projects will be undertaken in 2008 or 2009.</p> <p>The Community Development Division assists in grant writing opportunities in support of the Heritage Trail Bike Plan including a recent application for the Recreational Trails Program.</p>

<p>Support activities that provide amenities and address the infrastructure needs of older lower-income neighborhoods</p>	<p>Promote historic preservation activities in a coordinated manner through historic preservation organizations.</p>	<p>Support annual YHPB work plan.</p>	<p>Historic preservation activities completed during the program year through the activities of the Yellowstone Historic Preservation Board (YHPB) include:</p> <ul style="list-style-type: none"> <li>- Assisting developers with new development within the historic district;</li> <li>- Continuing the development of an amendment to the existing Billings Historic Preservation Ordinance.</li> <li>- Continue implementation of a notification protocol on the demolition of historic buildings within the City in order to facilitate archival photography;</li> <li>- Identifying funding sources for the construction of a sign board “Billings Through the Decades”;</li> <li>- Assist the North Elevation Task Force in the development of a Historic Residential District, provide technical assistance as needed;</li> <li>- Old Town Neighborhood which is a proposed historic district adjacent to the Montana Avenue Historic District, south of the railroad tracks along Minnesota Avenue. Being surveyed and National Register Nomination forms being prepared.</li> <li>- Continue on an as needed basis the review of CDBG Rehab Projects for compliance with impacts on possible historic resources.</li> <li>- Completed an initial survey of agricultural structures within Yellowstone County, specifically barns. This was completed by students at Montana State University Billings and presented at a public meeting.</li> <li>- Completion and distribution of a Historic Downtown Banner Brochure.</li> </ul>
---	--	---------------------------------------	---

<p>Support efforts of residents of lower-income neighborhoods to work together to address needs and respond to opportunities</p>		<p>Complete Neighborhood Plans in South Side, Southwest Corridor, and Garden Avenue neighborhoods.</p>	<p>Neighborhood Plans were completed for the North Park and South Side Neighborhoods.</p> <p>Completed plans can be viewed online: <a href="http://mt-billings.civicplus.com/index.aspx?NID=843">http://mt-billings.civicplus.com/index.aspx?NID=843</a></p> <p>Due to budget constraints, no further neighborhood planning projects will be undertaken in 2008 or 2009.</p>
<p>Support efforts of residents of lower-income neighborhoods to work together to address needs and respond to opportunities</p>	<p>Support neighborhood planning efforts and provide on-going support for monthly task force meetings.</p>	<p>Staff support for newsletter monthly mailings.</p> <p>Facilitate task force initiatives.</p>	<p>The Billings City Council continued to provide \$12,000 in City General Funds to help support the activities of existing task forces.</p> <p>The City hired a Neighborhood Planner in the Fall of 2003 to develop and help implement neighborhood plans. Budget constraints have closed this position as of June 30, 2008.</p> <p>The City of Billings provided staff support for the Adjacent Neighborhood Committee. The committee meets bi-monthly to provide a forum for representatives of the City's neighborhood groups to identify and address problems and share concerns.</p>

**Strategy #3 - Promote new affordable housing opportunities.**

<i>Objective</i>	<i>Implementation Plan</i>	<i>2008-2009 Goals</i>	<i>2008-2009 Accomplishments</i>
<p>Encourage the development of new affordable single family, multi-family, and special needs housing in the community through private developers and non-profits</p>	<p>Provide funding through CDBG / HOME, and other affordable housing funds to encourage the development of new affordable housing in the community emphasizing new / converted:</p> <ul style="list-style-type: none"> <li>- Elderly and disabled housing</li> <li>- Special needs housing</li> <li>- Housing in lower-income neighborhoods (Strategy #2)</li> <li>- Housing for very low and extremely low-income renters</li> </ul>	<p align="center">20 units</p>	<p>The City supported applications from homeWORD for Southern Lights this fiscal year. The Housing Authority of Billings also applied for and was awarded CDBG funding for site development and infrastructure for Lake Elmo Subdivision. This is a large scale subdivision, and Whitetail Run is Phase One. Whitetail Run will provide over 60 multi-family units and approximately 6 single-family units for low- and moderate-income households.</p> <p>The City received a HOME application from the Housing Authority of Billings for Westchester Square, 3 units (one duplex and one single-family) of affordable housing for low- and moderate-income households. All three units were built utilizing Universal Design methods, assuring accessibility for the disabled.</p> <p>The City put forth a Request for Proposals for funding garnered from the Montana Department of Public Health and Human Services and a federal HUD Economic Development Initiative appropriation. Funding was awarded to Interfaith Hospitality Network to acquire and rehabilitate 4 new units (two duplexes) of affordable housing for homeless families. The units will be managed utilizing a “Housing First” model, and the families will be housed and then services will follow to support education, job training, healthcare, treatment, employment, financial literacy and asset development. The units are expected to be open in November 2009.</p> <p>Phase III of the Kings Green Subdivision infrastructure development was completed this fiscal year. This phase is expected to result in 14 new single-family homes and construction has commenced.</p> <p>The City of Billings completed Phase II of the King’s Green development last fiscal year. Fourteen single-family homes were built and sold to low to moderate income families. Phase I created 10 single-family units</p>

			<p>for ownership by low – moderate income households.</p> <p>Funds were awarded to homeWORD (a CHDO) for the construction of Southern Lights, which resulted in the addition of 20 rental units targeted for 30-50% of the area median income population.</p> <p>Irma House was awarded funds for construction of a transitional housing shelter for 6 men transitioning from substance abuse treatment into their former living environment. This project was completed in FY 2008-2009.</p> <p>Volunteers of America – Magic City Terrace project was completed in FY06-07 and resulted in 85 new units for the elderly.</p> <p>Habitat for Humanity has completed 8 single-family homes assisted with CDBG funding. HOME assistance was provided to subsidize 8 homes at Community Leadership Development’s Chrysalis Acres. To date, 17 homes have been completed at Chrysalis Acres and 6 of the 17 homes are HOME-assisted units.</p>
Promote homeownership	Provide funding to Community Housing Development Organizations (CHDOs) to undertake activities to meet priority affordable housing needs.	10 units	<p>Funds were awarded to homeWORD (a CHDO) for the construction of Southern Lights, which resulted in the addition of 20 rental units targeted for 30-50% of the area median income population.</p>
	Complete Phase II and III of the Kings Green Affordable Housing Project.	15 units	<p>Phase III of the Kings Green Subdivision infrastructure development was completed this fiscal year. This phase is expected to result in 14 new single-family homes and construction has commenced.</p> <p>The City of Billings completed Phase II of the King’s Green development last fiscal year. Fourteen single-family homes were built and sold to low to moderate income families. Phase I created 10 single-family units for ownership by low – moderate income households.</p>

	<p>Work to address loss of mobile/manufactured housing affordable to lower-income households.</p> <p>Work with Affordable Housing Task Force to identify and address barriers to affordable housing and to encourage infill development.</p>	<p>Establish work groups through the Affordable Housing Task Force to study and make recommendations for housing options.</p>	<p>The Affordable Housing Task Force met monthly this fiscal year and has worked on identifying regulatory barriers affecting affordable housing development in Billings.</p>
	<p>Support activities of the Housing Authority of Billings and other assisted housing providers to meet the needs of very low-income households.</p>	<p>Support implementation of HAB's Five-Year Plan.</p>	<p>The City is committed to supporting the implementation of their Five-Year Plan. The Housing Authority of Billings (HAB) is also represented on the Affordable Housing Task Force and other City committees.</p>
<p>Promote homeownership</p>	<p>Provide funding for support services to address the needs of the homeless, elderly, and special needs populations.</p>	<p>Provide staff support for the new Mayor's Committee on Homelessness.</p>	<p>The Mayor's Committee on Homelessness began meeting on June 15, 2006 to develop a 10-year strategic plan to end chronic homelessness. The Community Development Division is spearheading this initiative, which includes participation from organizations involved with the Continuum of Care on a local and state level.</p> <p>Funding was provided to Senior Helping Hands for in-home care for 25 elderly individuals.</p> <p>YWCA Gateway House provided emergency shelter care for 411 victims of domestic violence during this fiscal year.</p> <p>The Medication Assistance Program (operated the Yellowstone Health Partnership) provided medications to 940 new clients this fiscal year.</p>
	<p>Assist lower income households achieve home ownership through the City's First Time Homebuyer program in partnership with Montana Board of Housing (MBOH).</p>	<p>54 homebuyers and \$4 million in set aside financing.</p>	<p>Assistance was provided to 35 low and moderate-income individuals to help them achieve home ownership during the program year through the City's First Time Homebuyer (HOME and CDBG funding) and the American Dream Down-payment Initiative programs.</p>

	Participate with Montana Homeownership Network to increase First Time Homebuyer opportunities in the City leveraging resources available through Fannie Mae, MBOH etc.	20 homebuyers	<p>From July 1, 2008 through June 30, 2009, Montana Board of Housing provided \$2,565,336 in funds for 23 mortgage loans to programs in the Billings First Time Home Buyer programs.</p> <p>The average household income of those receiving these loans was \$36,507.</p> <p>The Montana Board of Housing has financed, since beginning to work with the City of Billings years ago, 451 loans for a total of \$34,463,068 in leveraged funding.</p>
Promote homeownership	Support homebuyer education in partnership with Montana Homeownership Network.	150 households	<p>260 households have participated in homebuyer education programs this fiscal year through homeWORD.</p> <p>HRDC7 was also a partner this year in the Montana Homeownership Network and provided one-on-one housing counseling in the following categories: pre-purchase; delinquency / foreclosure; HECM; and rental counseling.</p>
	Support Billings Partners for American Indian Homeownership effort to increase homeownership rates for American Indians and other minorities in the community.	Implementation of partnership goals to increase the homeownership rate for American Indians in Billings.	<p>The Billings Partners for American Indian Homeownership has continued its outreach activities to address American Indian Homeownership.</p> <p>On September 16<sup>th</sup>, 23<sup>rd</sup>, 30<sup>th</sup>, and October 7<sup>th</sup> The Billings Partners held 1 hour lunch and learns with speakers on various topics of purchasing a home at the Bureau of Indian Affairs. On April 14<sup>th</sup> and 16<sup>th</sup> The Partners held an evening housing fair with presentations and information on home ownership at The Housing Authority of Billings. The Partners will continue to hold events that disburse information on home ownership.</p>
	Support the Hispanic Development Outreach Initiative	Provide staff support to increase economic opportunities and homeownership for Hispanic Americans in Billings.	Staff support was offered for the Cinco de Mayo celebration held in May 2008.

**Strategy #4 - Work as an active partner with non-profits, neighborhood groups, and others to address housing and community development needs.**

<i>Objective</i>	<i>Implementation Plan</i>	<i>2008-2009 Goals</i>	<i>2008-2009 Accomplishments</i>
Encourage housing, community, and development organizations to work together to build strong community structures to better address needs and respond to opportunities	Sponsor the Affordable Housing Task Force to continue to bring together organizations such as the Housing Authority of Billings, Habitat for Humanity, HRDC, Big Sky EDA, homeWORD, realtors and lenders to address affordable housing issues of common concerns.	Complete work on the new strategic plan and implement the plan through subcommittees.	The Affordable Housing Task Force met monthly this fiscal year and has worked on identifying regulatory barriers affecting affordable housing development in Billings.
	Sponsor the Adjacent Neighborhood Committee which brings together the City's neighborhood task forces and Downtown Partnership.	Host bi-monthly meetings and provide staff support for task force initiatives.	The Adjacent Neighborhood Committee meets regularly to discuss neighborhood and other city issues.
	Support the activities of the Billings American Indian Homeownership Partnership which brings together approximately 20 organizations to increase the homeownership rate for American Indians.	Implementation of partnership goal to increase the homeownership rate for American Indians in Billings.	The City continues to support the Billings Partners for American Indian Homeownership (BPAIH). This partnership was renewed in August of 2003 after a period of inactivity and has become an active and successful advocate for housing for American Indians in the Billings area. The partnership offers Lunch and Learn sessions and other outreach efforts.  According to HUD, the homeownership rate in Billings for American Indians has risen from 22% to 35% in recent years. A celebration of American Indian Homeownership was held in September 2007 and was attended by 25 individuals.
	Support Neighborhood Task Forces to identify and address neighborhood needs.	Complete neighborhood plans and support distribution of monthly newsletters.	Newsletter distribution for 7 neighborhood task forces is facilitated through the Community Development office and approximately 1,421 total newsletters were distributed monthly this fiscal year which resulted in 17,052 total newsletters.
	Support the Hispanic Development Outreach Initiative	Offer staff support to establish new group to increase economic opportunities and homeownership for Hispanic Americans in Billings.	Staff support was offered for the Cinco de Mayo celebration held in May 2008.

Support activities that promote fair housing and increase awareness of the rights and responsibilities of protected classes	Undertake fair housing activities in a coordinated manner.	Implement existing FY2003-2007 Fair Housing Plan through the FY 2008-2009 Fair Housing Action Plan.	Fair housing activities were undertaken according to the 2007 and 2008 FHIP statements of work, included in the appendices.
		Apply for Fair Housing Initiatives Program (FHIP) funding through HUD in 2008 for calendar year 2009.	An application was submitted for the FHIP grant in July 2008. Unfortunately, the application was not funded. Capacity-building assistance has been facilitated for the Community Housing Resource Board for the organization to submit a FHIP application on behalf of the all community fair housing activities in 2009.
	Complete new Analysis of Impediments to Fair Housing Choice for the Billings Community in 2007 and develop a new Fair Housing Plan for FY2008-2012.	Develop new fair housing plan in 2008 based on results of the Analysis of Impediments to Fair Housing Choice.	<p>The City's Analysis of Impediments to Fair Housing Choice was completed in December 2007. The study was used to develop a five-year Fair Housing Work Plan that was approved by the Billings City Council in May 2008 through the Consolidated Plan.</p> <p>The City received \$92,879 for calendar year 2006 following a successful grant application to HUD's Fair Housing Initiatives Program. Partnering organizations for this program include: Community Housing Resource Board, Billings Partners for American Indian Homeownership, and the Interfaith Hospitality Network.</p> <p>The City received \$99,987 for calendar year 2007 following a successful grant application to HUD's Fair Housing Initiatives Program. Partnering organizations for this year's program include: Community Housing Resource Board, Billings Partners for American Indian Homeownership, Yellowstone County Council on Aging, HRDC District 7, homeWORD and the Interfaith Hospitality Network.</p> <p>The City received \$99,923 for calendar year 2008 following a successful grant application to HUD's Fair Housing Initiatives Program. Partnering organizations include: Community Housing Resource Board, Billings Partners for American Indian Homeownership, Yellowstone County Council on Aging, homeWORD and the Interfaith Hospitality Network.</p>

**Strategy #5 - Improve the economic conditions of lower-income households in the community.**

<i>Objective</i>	<i>Implementation Plan</i>	<i>2008-2009 Goals</i>	<i>2008-2009 Accomplishments</i>
Support efforts of community organizations to address the human service needs of lower-income residents of the community in general and lower-income neighborhoods in particular	Utilize up to 15% of CDBG funding for public service activities to improve the economic conditions of lower-income households.	Continue to implement performance measures to determine impact of assisted activities.	<p>The City of Billings provided the full 15% available in CDBG funding to public service activities ranging from Family Service, Inc. to the YWCA shelter for victims of domestic abuse.</p> <p>Performance measurements have been fully implemented as per HUD's new procedural requirements. Technical assistance training has been provided to sub-recipients to assist with the implementation of performance measurements.</p>
Support the efforts of economic development and non-profit agencies to undertake strategies that will result in job training and employment opportunities for lower-income households	Provide technical assistance to lower-income households interested in starting or expanding an existing business.	Provide technical assistance to 100 lower income households. Implement performance measures to determine impact of assisted activities.	<p>The City provided funding to Big Sky Economic Development Authority to provide technical assistance to low and moderate-income persons to start or expand a business.</p> <p>Big Sky Economic Development Authority provided technical assistance to 104 individuals during the program year.</p> <p>3 low- and moderate-income clients started / expanded a business.</p>
	Support the Hispanic Development Outreach Committee	Provide staff support to establish new group to increase economic opportunities and homeownership for Hispanic Americans in Billings.	Staff support was provided to the Hispanic Development Outreach Committee for the Cinco de Mayo event through printing and design of flyers.

## ASSESSMENT OF CITY ACCOMPLISHMENTS FOR FIVE YEAR CONSOLIDATED PLAN

FY2005-2009

Strategy	Objective	Unit Type	Goal	04-05	05-06	06-07	07-08	08-09	Total	Total - Goal
Preserve existing affordable housing.	Substantial Housing Rehab - Homeowner Occupied	Housing Units	75	11	10	10	10	11	52	23
	Minor Home Repair	Housing Units	100	15	35	15	16	17	98	2
	Rehab - Ramps for the Disabled	Ramps - Housing Units	20	6	8	7	8	4	33	13
	Minor Home Repair for the Elderly	Housing Units	150	31	34	29	43	28	165	15
	Grant Funding to Support Rehab Activities	Housing Units	20	0	0	0	0	0	0	20
	Substantial Housing Rehab - Rental Units	Housing Units	50	26	4	2	0	0	32	18
	Housing Preservation / Demolition Response	Policy	1	0	0	0	0	1	1	0
Preserve housing stock in lower income neighborhoods.	House Painting Program	Housing Units	40	4	1	3	3	0	11	29
	Tree Program	Trees / Individuals	80	14	14	18	7	12	65	15
	Demolition Program	Properties	5	0	0	0	0	0	0	5
	Neighborhood Improvements	CIP Implemented	5	1	1	1	1	1	5	0
	Special Assessment Grants	Housing Units	100	1	10	5	1	2	19	81
	Redevelopment 27th St. Corridor	Redevelopment Projects	3	4	0	0	0	0	4	1
	Neighborhood Plans	Plans	-	0	1	2	2	0	5	-
	Heritage Trail Bike Plan	Projects	2	2	2	1	3	0	8	6
Historic Preservation Activities	Annual Work Plan	5	1	1	1	1	1	5	0	
New affordable housing.	New Housing Units	Housing Units	100	19	12	91	0	84	206	106
	CHDO Housing Units	Housing Units	50	19	6	0	20	0	45	5
	Phases I, II and III Kings Green	Housing Units	25	10	0	0	14	0	24	1
	Manufactured / Mobile Housing	Policy	1	0	0	0	1	0	1	0
	Housing Authority of Billings	5 Year Plan	1	1	0	0	0	0	1	0
	First Time Homebuyers	Households	125	34	44	34	59	22	193	68
	First Time Homebuyers - MBOH Set-Aside Use	Households	125	?	?	?	35	23	58	67
	Homebuyer Education	Households	750	259	234	288	282	260	1,323	573
	Billings Partners American Indian Homeownership	Monthly Meetings	60	12	12	12	12	12	60	0
	Billings Partners American Indian Homeownership	Homeownership Rate	-	22%	27%	-	35%	-	-	-
Active partner to address housing & community development needs.	Affordable Housing Task Force	Work Plan - Years	5	1	1	1	1	1	5	0
	Adjacent Neighborhood Committee	Bi-monthly Meetings	30	6	6	6	6	6	30	0
	Analysis of Impediments to Fair Housing Choice	Analysis / Plan	1	0	0	0	1	0	1	0
	Task Force Support	Newsletters		?	17,400	15,516	16,596	17,052	66,564	66,564
	Fair Housing Initiatives Grant Applications	Grants	5	1	1	1	1	1	5	0
Improve economic conditions of lower income households.	Public Service Activity Performance Measurements	Policy	1	0	0	0	1	0	1	0
	Technical Assistance - Business Center	Households	500	128	406	93	135	104	866	366

DRAFT

### SECTION III - REQUIRED PROGRAM NARRATIVES

The following narrative information is required by CDBG and HOME program regulations to be included in the City's Comprehensive Annual Performance and Evaluation Report (CAPER). The information provided is for FY 2008-2009 reporting period beginning July 1, 2008 and ending June 30, 2009.

#### ***Assessment of the City of Billings' effort to carry out planned actions described in its FY 2008-2009 Action Plan and Five Year Consolidated Plan***

The City of Billings has met many of the goals established in the five year Consolidated Plan. Projects funded with CDBG and HOME resources can be viewed in Attachment A – Housing and Neighborhood and Public Services Project Summaries. FY 2008-2009 represented the City's progress in meeting the five-year goals established in the FY 2005-2009 Consolidated Plan for use of federal Housing and Community resources in Billings.

Challenges faced by the City in achieving its five-year goals in FY 2008-2009 continue to include limited federal funding and the rising housing costs in Billings, which has decreased the availability of affordable housing for lower-income households. The affordable housing goals have also been impacted by redevelopment activities that have resulted in the loss of affordable housing in our community.

Policy recommendations following the five-year analysis of achievements include the following:

- ***Focus funding and staff efforts on strong, core programs:*** The City of Billings has had many programs which were underutilized over the past five years and very strong core programs, which should be continued and strengthened. Staff recommends planning to match capacity and focusing on core programs, including:
  - Housing Rehabilitation
  - Minor Home Repair
  - First Time Homebuyer
  - Special Assessment Grants
  - Affordable Housing Development
- ***Integrate underutilized programs:***
  - Demolition
  - Rental Rehabilitation
  - Grants for Housing Rehabilitation
- ***Implement policy recommendations:***
  - One-for-One replacement for all housing demolition
  - Partner with community organizations with initiatives supporting the Consolidated Plan, including the Housing Authority of Billings, the City-County Planning Division, HRDC District 7 and NeighborWorks Montana.
  - Streamline reporting for sub-recipients and internal programs, lessening reporting burden and increasing value of outcomes.

<b>Strategy</b>	<b>Objective</b>	<b>Goal</b>	<b>Total</b>	<b>Total Less Goal</b>	<b>Notes / Recommendations for Next Five-Year Consolidated Plan</b>
Preserve existing affordable housing.	Substantial Housing Rehab - Homeowner Occupied	75	52	23	50 Housing Rehab Units
	Minor Home Repair	100	98	2	100 Minor Home Repair Units
	Rehab - Ramps for the Disabled	20	33	13	30 Ramps
	Minor Home Repair for the Elderly	150	165	15	150 Minor Home Repair for the Elderly / Disabled
	Grant Funding to Support Rehab Activities	20	0	20	Integrate with Affordable Housing Development Program
	Substantial Housing Rehab - Rental Units	50	32	18	Integrate with Affordable Housing Development Program
	Housing Preservation / Demolition Response	1	1	0	Implement one-for-one replacement policy for all programs
Preserve housing stock in lower income neighborhoods.	House Painting Program	40	11	29	10 house painting
	Tree Program	80	65	15	50 tree projects, measurements must be recorded by "individuals" served via Public Service activity, ensure consistent outcomes reporting
	Demolition Program	5	0	5	Integrate with Affordable Housing Development Program
	Neighborhood Improvements	5	5	0	Continue to support neighborhood initiatives built into Capital Improvement Plan
	Special Assessment Grants	100	19	81	20 Special Assessment Grants
	Redevelopment 27th St. Corridor	3	4	1	Marketing plan for land sale
	Neighborhood Plans	-	5	-	Resources do not support initiative
	Heritage Trail Bike Plan	2	8	6	Support Heritage Trail Plan and alternative modes through Planning Division
New affordable housing.	Historic Preservation Activities	5	5	0	Support Yellowstone Historic Preservation Board through Planning Division
	New Housing Units	100	206	106	100 Units
	CHDO Housing Units	50	45	5	Meet commitment and expenditure deadlines for CHDO projects, include outcomes in total new housing units
	Phases I, II and III Kings Green	25	24	1	Complete Kings Green Phases III and IV
	Manufactured / Mobile Housing	1	1	0	Support efforts of HRDC District 7 and NeighborWorks Montana, continue Minor Home Repair for mobiles
	Housing Authority of Billings	1	1	0	Support efforts of Housing Authority of Billings
	First Time Homebuyers	125	193	68	175 First Time Homebuyers
	First Time Homebuyers - MBOH Set-Aside Use	125	58	67	Measure funding dedicated to project and / or number households consistently
	Homebuyer Education	750	1,323	573	1,000 participants in homebuyer education
	Billings Partners American Indian Homeownership	60	60	0	Continue supporting the efforts of the committee
Active partner to address housing & community development needs.	Billings Partners American Indian Homeownership - Ownership Rate	↑22%	35%	13% Increase	Continue tracking homeownership rate for American Indians
	Affordable Housing Task Force	5	5	0	Continue supporting Affordable Housing Task Force
	Adjacent Neighborhood Committee	30	30	0	Continue supporting Adjacent Neighborhood Committee
	Analysis of Impediments to Fair Housing Choice	1	1	0	Complete AI in December 2013 to implement FY2013-2014
	Task Force Support	?	66,564	66,564	Continue to support task force newsletters, focus on capacity-building for self-sustainability
Improve economic conditions of lower income households.	Fair Housing Initiatives Grant (FHIP) Applications	5	5	0	Continue to support the Community Housing Resource Board in applying for FHIP, facilitate application if necessary
	Public Service Activity Performance Measurements	1	1	0	Support 15% recommendations for Public Services, emphasize homeless initiatives
	Technical Assistance - Business Center	500	829	329	