

FY2010-2011 Year One

*of the FY2010-2014
Consolidated Plan*

City of Billings Comprehensive Annual Performance Evaluation Report



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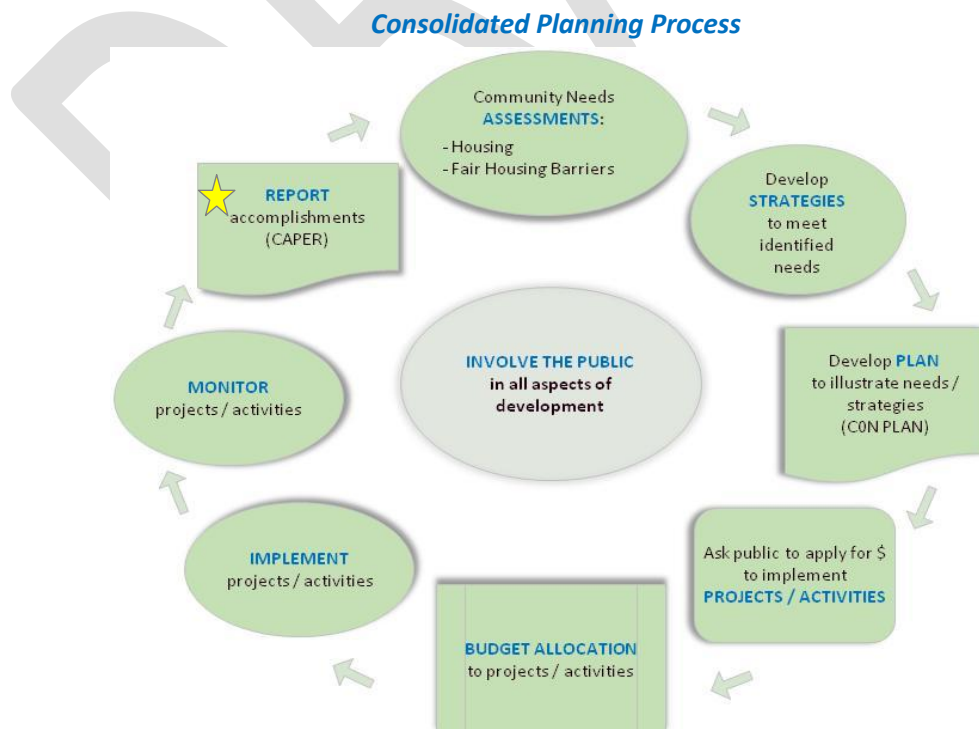
SECTION ONE - Executive Summary

Introduction

Presented herein is the City of Billings FY 2010-2011 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 2010-2011 CAPER covers the period from July 1 to June 30 and reports on the City of Billings' progress in meeting the goals established in the [FY 2010-2014 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 CDBG and HOME programs.

Although the Consolidated Plan initiative also covers the Emergency Shelter Grant Program (ESG) and Housing Opportunities for Persons with AIDS Program (HOPWA), 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 or CAPER. Consolidated Plans and CAPERs 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.

CDBG and HOME 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 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.

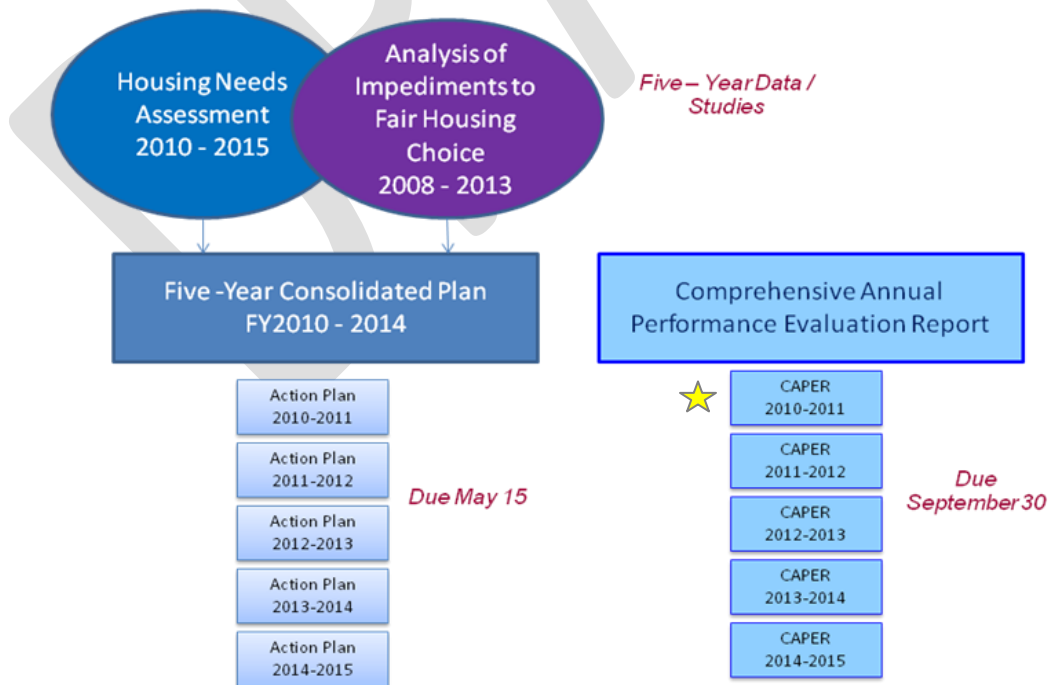
The structure and content of the Consolidated Plan and this CAPER are based on specific requirements of HUD. Many terms used in this document are specific to the CAPER process and HUD Programs, and the reader should consult the City of Billings Community Development Office for assistance.

Summary of FY 2010-2014 Consolidated Plan

The Billings City Council approved the FY 2010-2014 Consolidated Plan on April 26, 2010. The development process included the completion of the *Billings Housing Needs Assessment* completed by City-County Planning Division and an Analysis of Impediments to Fair Housing Choice completed by Montana State University - Billings.

Significant Aspects of the Process

The City utilizes significant public comment processes and coordinates input from various organizations and groups in order to maximize collaborative efforts while developing and implementing the Consolidated Plan. Both the Housing Needs Assessment and the Analysis of Impediments to Fair Housing Choice are utilized by City staff as **primary planning tools** for the development and implementation of Consolidated Plan activities.



Consolidated Plan Strategies

The following strategies are proposed by the City in its five-year Consolidated Plan to address Billings' housing and community development needs based on needs identified in the Housing Needs Assessment and Analysis of Impediments to Fair Housing Choice.

Strategy A. Promote the preservation of the existing supply of safe, affordable housing in the community:

- Provide direct, affordable financing and assistance to allow low and moderate-income homeowners to perform needed repairs to their homes.
 - Substantial housing rehabilitation for homeowner occupied, single-family units through the City's Housing Rehabilitation Program.
 - Emergency repairs and improvements to single-family and manufactured / mobile-home units through the City's Minor Home Repair program.
 - Provide lead-safe painting program for owner-occupied single-family and manufactured / mobile homes through the City's Painting Program.
- Provide affordable financing and assistance through partnerships to encourage developers and agencies to make needed repairs to existing housing stock for accessibility, safety and affordability, particularly for special needs populations.
 - Wheelchair and accessibility ramps for the disabled.
 - Rehabilitation for single and multi-family units serving special needs populations, including the homeless, the elderly and the disabled.

Strategy B. Promote new affordable housing opportunities:

- Encourage the development of new affordable single-family, multi-family, and special needs housing in the community through private developers and nonprofit organizations.
 - New construction and rehabilitation of housing units through the City's Affordable Housing Development Program.
 - Complete Kings Green Subdivision single-family development.
 - Support the efforts of the Housing Authority of Billings to increase and maintain the affordable housing stock in the community through the implementation of their five year plan.
 - Meet Community Housing Development Organization commitment and expenditure deadlines, as required by the HOME program.
- Providing affordable financing and support to increase access to homeownership and further homeownership opportunities.
 - Facilitate access to homeownership through the City's First Time Homebuyer Program.

- Facilitate affordable financing through the use of the Montana Board of Housing mortgage program.
- Encourage homeowner education throughout the community and specifically for participants of the First Time Homebuyer Program.
- Support the efforts of the Billings Partners for American Indian Homeownership to increase homeownership opportunities for American Indians in Billings.

Strategy C. Work as an active partner with nonprofits, neighborhood groups, and others to address housing and community development specific to lower income and special needs households:

- Support partnerships and regular meetings to facilitate community participation and collaboration.
 - Provide staff support and facilitation for the following focus / community needs groups:
 - Affordable Housing Task Force.
 - Adjacent Neighborhood Committee.
 - Billings Partners for American Indian Homeownership.
 - Complete the Analysis of Impediments to Fair Housing Choice by December 2013 to implement activities for 2014-2019.
- Support task force newsletters and further capacity-building for self-sustainability.
- Encourage activities that promote fair housing and increase awareness of the rights of protected classes.
 - Continue to support organizations with an interest in fair housing in applying for the Fair Housing Initiatives Program grant and facilitate the application if necessary to ensure an application is submitted to HUD annually on behalf of the citizens of Billings.
- Encourage housing, community development organizations, social service agencies and businesses to work together to build strong community structures to better address needs and to respond to opportunities.
 - Provide staff support and facilitation for the Mayor’s Committee on Homelessness.
 - Assist in the implementation of Welcome Home Billings, the City’s ten-year plan to impact homelessness.

Strategy D. Promote the preservation and revitalization of the community’s older neighborhoods:

- Preserve the housing stock in older lower income neighborhoods.

- Encourage infill development of vacant lots and redevelopment of substandard properties in lower income neighborhoods:
 - Provide financing through the Affordable Housing Development Program.
 - Promote the redevelopment of the 27th Street Corridor for remaining properties purchased through the CDBG and Tax Increment District programs.
 - Support activities that provide amenities, neighborhood stabilization and maintain infrastructure needs of older lower income neighborhoods.

Strategy E. Provide assistance to agencies serving lower income households and special needs populations, particularly the homeless, public service activity funding to assist the homeless, the elderly, and those with disabilities.

- Provide CDBG Public Service funding to nonprofit organizations to provide basic needs assistance, job training and employment opportunities.
 - Provide CDBG Public Service funding allocation for basic needs assistance and supportive services.

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 2010-2011 in meeting the five-year goals and objectives that were established. The complete FY 2010-2014 Consolidated Plan can be viewed [online](#). Other reports online include the [Billings Housing Needs Assessment](#) and the [Analysis of Impediments to Fair Housing Choice](#). The City's website address is www.ci.billings.mt.us.

The Billings Housing Needs Assessment and the City's FY 2010-2014 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

Major Initiatives and Highlights

The City made significant strides in meeting the needs established through the Consolidated Plan through various strategies identified below.

Strategies	FY2010-2011 Accomplishments
A: Promote the preservation of the existing supply of safe, affordable housing in the community.	<p>41 units were rehabilitated through City-supported programs.</p> <p>Of these units, 20 received energy-efficiency improvements.</p> <p>12 units resulted in accessibility improvements for the disabled.</p>
B: Promote new affordable housing opportunities.	<p>40 households achieved home ownership through the City's First Time Homebuyer program.</p> <p>The City has assisted a total of 524 households achieve homeownership since the mid-1990s.</p> <p>175 households received pre-purchase homebuyer education.</p> <p>4 new single-family units were constructed in Kings Green Phase III.</p>
C: Active partnerships with non-profits, neighborhood groups and others to address housing and community development specific to lower income and special needs households.	<p>City staff facilitated the following partnerships:</p> <ul style="list-style-type: none"> - Affordable Housing Task Force - Adjacent Neighborhood Committee - Billings Partners for American Indian Homeownership - Neighborhood Task Forces - Mayor's Committee on Homelessness <p>7 AmeriCorps*VISTA members were placed in Billings to support poverty / homelessness impact initiatives in addition to 7 Summer Associate members. A total of 24 members have been placed in Billings since 2007 and total project financial impact is valued at \$2,119,649.</p>
D: Promote the preservation and revitalization of the community's older neighborhoods.	<p>Three households were assisted with Special Assessment Grants for infrastructure improvements made to curb, gutter and sidewalks.</p>
E: Provide assistance to agencies serving lower income and special needs populations, particularly the homeless, the elderly, minorities and those with disabilities.	<p>A total of 6 organizations were funded through Public Service Activities.</p> <p>Over 3,000 individuals were served through Public Service activities this year.</p>

SECTION TWO - Funding Resources & Distribution Summary

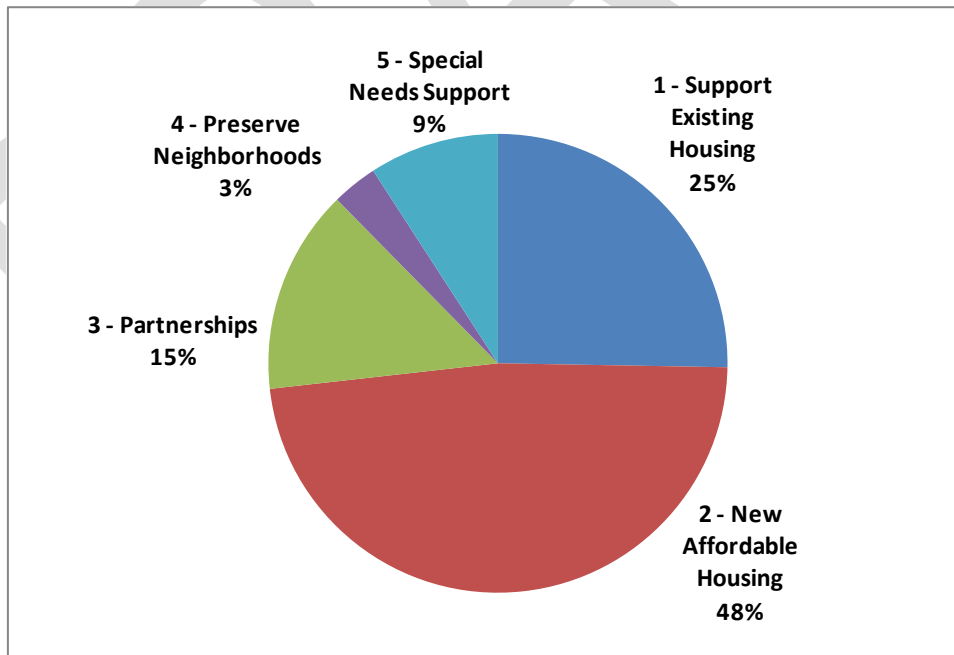
Funding Resources

The Community Development Division received funding from CDBG and HOME based on Federal formula grants as an entitlement. All funding has been committed and City staff has drawn \$1,439,362 for eligible expenditures for activities conducted within the City of Billings limits.

Source		Amount	Committed	Expended in FY2010-2011*
CDBG	New Entitlement	\$772,435	100%	\$911,431
	Program Income	\$234,129		
	TOTAL BUDGET:	\$1,006,564		
HOME	New Entitlement	\$538,119	100%	\$465,415
	Program Income	\$166,348		
	TOTAL BUDGET:	\$704,467		
CDBG-R	Formula Grant of \$190,430 in FY2008-2009		100%	\$62,516

Totals include amounts spent during the current fiscal year, including expenditures from previous years' allocations.

Funding Commitments for CDBG and HOME by Consolidated Plan Strategy



SECTION THREE - Narratives

Five-Year Consolidated Plan Goals / Objectives Assessment

The City's Consolidated Plan consists of strategies to utilize CDBG and HOME resources to address the housing and community Development needs in Billings. HUD has developed specific tables to assist in clarifying reporting for activities undertaken by jurisdictions receiving CDBG and HOME funding. Tables establishing objectives, outcomes and performance reporting include:

- 1C - Summary of Specific Annual Objectives
- 2C - Summary of Specific Housing / Community Development Objectives
- 3A - Summary of Specific Annual Objectives

These tables contain relatively the same information, including: specific objectives; sources of funds; performance indicators; expected / actual numbers achieved/ and HUD Outcomes / Objectives (see below). For reporting purposes, the City provides a combined Table 3A (following page), which provides all details in Tables 1C and 2C.

HUD Outcomes and Objectives

HUD has developed specific performance measurements for each activity undertaken utilizing CDBG and / or HOME funding. The City's application process for funding through these programs includes identification of HUD objectives and outcomes to ensure compliance with activity requirements.

HUD PERFORMANCE MEASUREMENTS	
<i>Objectives</i>	<i>Outcomes</i>
Suitable Living Environment	Availability or Accessibility
Decent Housing	Affordability
Economic Opportunities	Sustainability

SUMMARY OF SPECIFIC OBJECTIVES - TABLE 3A

July 1, 2010 through June 30, 2011 Goals

Strategy	Objective	Activity	HUD Objective Category	Measurement Type	FY 10-11 Goals	FY 10-11 Outcomes	
A: Promote the preservation of the existing supply of safe, affordable housing in the community.	Provide direct, affordable financing and assistance to low-income homeowners for the completion of needed repairs.	Housing Rehabilitation Loan Program	Owner Housing	Housing Units	10	13	
		Minor Home Repair Program	Owner Housing	Housing Units	20	12	
		Painting Program	Owner Housing	Housing Units	2	5	
	Provide financing and assistance through partnerships to facilitate needed repairs for special needs populations.	Wheelchair and accessibility ramps	Rental Housing, Owner Housing	Ramps - Housing Units	6	7	
		Rehabilitation for special needs populations	Owner Housing	Housing Units	3	4	
	Benchmark Performance Measures	# units rehabilitated through City programs:				41	41
		# units rehabilitated through partnership programs:				9	11
		% of total funding allocated to enhance existing housing:				25%	25%
		# units resulting in energy-efficiency improvements:				0	20
		# units resulting in ADA improvements:				0	12
B: Promote new affordable housing opportunities.	Encourage the development of new affordable single-family, multi-family and special needs housing in the community through private developers and non-profit organizations.	Affordable Housing Development Program	Rental Housing, Owner Housing	Housing Units	20	0	
		Complete Kings Green single-family development	Owner Housing	Housing Units	3	4	
		Support the efforts of the Housing Authority of Billings	Rental Housing, Owner Housing	Five-Year Plan Implemented	1	1	
		Meet CHDO commitment / expenditure deadlines	Rental Housing, Owner Housing	Years in compliance	1	1	
	Provide affordable financing and support to promote homeownership opportunities.	First Time Homebuyer Program	Owner Housing	Households	35	40	
			Owner Housing	Cumulative Households	484	524	
		First Time Homebuyers - MBOH Loan Use	Owner Housing	Households	7	pending	
			Owner Housing	Leveraged Funding	\$0.8M	pending	
		Homebuyer Education	Rental Housing, Owner Housing	Households	200	175	
	Billings Partners American Indian Homeownership	Rental Housing, Owner Housing	Homeownership Rate (1992 benchmark: 22%)	0.08	35%		
	Benchmark Performance Measures	% of total funding allocated to promote new housing opportunity:				48%	48%

Strategy	Objective	Activity	HUD Objective Category	Measurement Type	FY 10-11 Goals	FY 10-11 Outcomes	
C: Active partnerships with non-profits, neighborhood groups and others to address housing and community development specific to lower income and special needs households.	Support partnerships and regular meetings to facilitate community participation and collaboration.	Affordable Housing Task Force	Rental Housing, Owner Housing	Monthly Meetings	10	10	
		Adjacent Neighborhood Committee	Community Development, Special Needs	Quarterly Meetings	4	4	
		Billings Partners American Indian Homeownership	Community Development, Special Needs	Monthly Meetings	10	10	
		Analysis of Impediments to Fair Housing Choice completed in December 2013 to implement activities for 2014-2019	Community Development, Special Needs	Analysis / Plan completed	0.2	1	
	Support task force newsletters and further capacity-building for self-sustainability.	Task Force newsletter support	Community Development, Special Needs	Newsletters / Post Cards	10,000	13,812	
	Encourage activities that promote fair housing and increase awareness of the rights of protected classes.	Continue to support organizations with an interest in fair housing to apply for FHIP, facilitate application if necessary	Community Development, Special Needs	Annual submission of FHIP grant representing residents of Billings	1	1	
	Encourage collaboration to better address needs and to respond to opportunities for special needs populations.	Mayor's Committee on Homelessness	Community Development, Special Needs	Monthly Meetings	10	11	
		Assist in the implementation of Welcome Home Billings, the City's ten-year plan to impact homelessness.	Community Development, Special Needs	Completed FY09-11 & FY11-13 Action Plans	1	1	
			Community Development, Special Needs	Completed FY09-11 & FY11-13 Performance Reports	1	1	
		Facilitate AmeriCorps*VISTA application and pursue project status	Community Development, Special Needs	Annual submission of VISTA grant application / VISTA member placements	1	1	
	Benchmark Performance Measures	% of total funding allocated to support partnerships:				15%	15%
		% of total funding (or \$ amount) to support fair housing initiatives:				-	\$125,000
		# fair housing complaints referred to HUD (track only if FHIP award is granted):				-	-

Strategy	Objective	Activity	HUD Objective Category	Measurement Type	FY 10-11 Goals	FY 10-11 Outcomes
D: Promote the preservation and revitalization of the community's older neighborhoods.	Preserve housing stock in older, lower-income neighborhoods.	See objectives / activities / goals outlined in Strategy A			-	-
	Infill development of vacant lots and redevelopment of substandard properties.	Affordable Housing Development Program	Rental Housing, Owner Housing	See goals for Strategy B	-	-
		Redevelopment 27th Street Corridor	Neighborhood Revitalization	Redevelopment Projects	1	0
	Support activities that provide amenities, neighborhood stabilization and maintain infrastructure needs.	Tree Program	Owner Housing	Individuals	10	0
		Neighborhood improvements through the Capital Improvement Plan (CIP)	Infrastructure, Neighborhood Revitalization, Public Facilities	CIP Years Implemented	1	1
		Special Assessment Grants	Owner Housing, Infrastructure	Housing Units	4	3
Benchmark Performance Measures	% of total funding allocated to preserving older neighborhoods:			3%	3%	
E: Provide assistance to agencies serving lower income and special needs populations, particularly the homeless, the elderly, minorities and those with disabilities.	Provide CDBG Public Service funding and HOME Tenant-Based Rental Assistance (TBRA) for deposits to non-profit organizations and provide assistance for supportive services, including job creation.	CDBG Public Service and HOME TBRA funding allocations for basic needs assistance and supportive services	Economic Development, Special Needs, Public Services	Years Funding Committed	1	1
			Economic Development, Special Needs, Public Services	Organizations	4	6
	Benchmark Performance Measures	% of total funding to support basic needs of special and lower-income populations:			9%	9%
Overall Benchmark Performance Measures	Total Budget Allocated				-	\$1,711,333
	Leveraging Ratio for Reporting Year Only				-	pending
	CDBG Timeliness Compliance				< 1.5	0.81
	# active CHDOs				-	1
	# of faith-based organizations funded				-	3
	% of previous year's HOME funding committed (for FY10-11, measure FY09-10), as of June 30				-	100%
	% of HOME CHDO funding reserved, two years ago (for FY10-11, measure FY08-09), as of June 30				-	100%
	% of completed HOME rental disbursements to all rental commitments, benchmark subject to HUD adjustment				> 85.5%	100%
	% of completed CHDO disbursements to all CHDO reservations, benchmark subject to HUD adjustment				> 60.4%	71.15%
	% of renters below 50% of the area median income				> 70%	95.28%
	<i>Note: 90% of rental and TBRA units must assist households less than 60% of the area median income</i>					
	% of occupied HOME rental units to all rental units, benchmark subject to HUD adjustment				> 92.15%	100%
	Allocation years not distributed for HOME, benchmark subject to HUD adjustment				< 2.98	1.43
# of minority, disabled, elderly and female-headed households served				-	2,655	