Second Program Year Action Plan

The CPMP Second Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 2 Action Plan Executive Summary:

The City of Kettering has prepared the Year 2 Annual Action Plan as required under 24 CFR 91.220. The Year 2 Action Plan for 2012 identifies the activities to be funded with Community Development Block Grant (CDBG) resources received during the program year. This document accounts for CDBG activities implemented in the City of Kettering only, as the housing-related activities funded through the HOME program in Kettering are administered and accounted for by the City of Dayton, the lead agency in the HOME Consortium.

The City of Kettering anticipates receiving $445,655 in CDBG funding for Program Year 2012. This represents at 15% decrease in funding from the previous program year. These funds will be used to further the creation and retention of affordable housing, revitalizing blighted areas, and assisting low-income households and neighborhoods.

The activities included in this plan address priority needs in the areas of Housing, Public Facilities/Handicapped Accessibility Needs and Economic Development. The priority needs table 2b is located in **Tab #5** under the "Required Tables" heading.

All of the anticipated HOME funds, $200,000 are reported in the City of Dayton's Annual Action Plan. All of the HOME funds will benefit low or moderate-income households and an estimated 90% of the CDBG funds will provide a direct benefit to households or persons considered low or moderate income. The majority of the proposed activities address the HUD objective of

Decent Housing but there are several activities promoting a **Suitable Living Environment** and **Expanded Economic Opportunities.**

The City of Kettering will continue to use funds from both NSP1 and NSP2 to stabilize targeted areas in the City. These funds will be reported in the State of Ohio's plan and by the City of Dayton, respectively.

Objective: Decent Housing	**Program Year 2012 Outcomes**	**Priority Need**
Owner Occupied Housing Rehabilitation *National Objective: LMH*	Provide low interest loans and/or grants to 12 homeowners for home repairs to increase availability of safe decent housing.	H
Fair Housing *National Objective: LMH/LMC*	Operate fair housing programs increase the accessibility to safe, decent housing	H
Housing Counseling *National Objective: LMC*	Provide pre (first time homebuyer) and post (foreclosure) purchase counseling to LMI households to sustain decent housing in neighborhoods.	H
Relocation (Voluntary) *National Objective: LMH*	On an as-needed basis, the city will assist homeowners with temporary relocation due to required	M
Disposition of Property – Infill *National Objective: LMH*	Market and maintain the CDBG assisted property for sale to improve sustainability of a suitable living environment. At least 3 properties will be developed for affordable housing opportunities.	M
Objective: Suitable Living Environment	**Program Year 2012 Outcomes**	
Senior Resource Coordinator	Provide a resource to assist elderly residents with social service concerns, assisting at least 1,000 elderly residents to improve the sustainability of a suitable living environment.	H
Street Improvements	Improve access to a LMA to sustain a suitable living environment.	H
Objective: Expand Economic Opportunities	**Program Year 2012 Outcomes**	
Business Loan Program – *National Objective: LMJ*	Assist a business with low interest loans to expand and/or stabilize to increase the affordability of creating economic opportunities	H

As an **evaluation of past performance**, staff feels that 2011 has been a year of adjustments. With the status of CDBG funding remaining unknown until late summer, programs were off to a late start. Funding was not received until seven months after the projected start of our program year.

In addition, the SAFE Act, and the accompanying OMBA and OMLA legislation had a significant impact on our housing rehabilitation program. In order to meet state and federal guidelines as interpreted by our city law office, we were required to hire licensed loan originators to underwrite our programs. This also caused a delay in program administration, application processing and the like.

As the NSP1 and community development stimulus projects progressed, a noticeable difference was seen throughout the community, though the local economic and housing factors continued to lag. Adjustments were made to our housing programs to take lower appraised values in to account.

Staff also reviewed the status of the economic development business loan program, and concluded that a partnership with a non-profit development group – County Corp Development, could be a solution a lagging program. It is anticipated in PY12 the city will enter in to an agreement with this non-profit to administer our business loan program.

We feel that these changes will position the community development programs to have an even greater positive impact in the future.

General Questions

1. *Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.*

2. *Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.*

3. *Describe actions that will take place during the next year to address obstacles to meeting underserved needs.*

4. *Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.*

Program Year 2 Action Plan General Questions response:

1. Assistance will primarily be directed communitywide during the Program Year 2012. The only projects that have specific areas of service are the Street Improvement project and the Disposition of Property, which will take place in the Wiles Creek local target area. **Map #1** indicates each neighborhood. Approximately 45% of Kettering's annual entitlement grant will be spent in these target areas.

The City of Kettering is an "exception" grantee. As such, the areas are considered low to moderate-income are those that have over 40.9% of households earning under 80% of the area median income. As noted in the Strategic Plan, and identified on **Map #2**, based on the latest US Census and CHAS data, the City of Kettering has sixteen block groups that are considered low-to-moderate income. Oak Creek (block group 218.02) has a relatively high concentration of minorities. This area primarily consists of rental units.

2. Investments will be made communitywide during PY12. Because of the heavy focus on three target areas with NSP funds (Wiles Creek and Research Park and Rolling Fields), the city recognizes that need exists outside of the NSP eligible areas, particularly in Census Tract 218, Oak Creek.

3. The major action the city will undertake to meet underserved needs is an increased focus on pre- and post- purchase housing counseling. This will attempt to help stem and prevent foreclosures in our community.

4. Federal, state and local resources expected to be made available to address the needs identified in the plan:

<u>Federal</u>: NSP2 – The city anticipates spending NSP2 funds in the amount of $700,000 during PY12 to create affordable housing opportunities in Wiles Creek and to acquire and renovate homes in CT 213.02 (Rolling Fields).
Lead Based Paint Reduction- The Montgomery County partnership (Kettering, Dayton and Montgomery County) was successful in receiving funds for lead based paint reduction. The City anticipates spending $50,000 of these funds for the removal of lead hazards in homes during PY12.
<u>State</u> – The City anticipates spending $200,000 in NSP1 funds received through OHCP.
<u>Local</u> – The City will continue to work with local non-profit and faith based partners to assist in our housing rehab program and homebuyer programs.

Managing the Process

1. *Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.*

2. *Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.*

3. *Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.*

Program Year 2 Action Plan Managing the Process response*:*

1. The City of Kettering, Planning and Development Department is the lead entity responsible for administering the CDBG programs covered by the Consolidated Plan. The PY12 Annual Action Plan was developed in full accordance with the City of Kettering's Citizen Participation Plan. The

Planning and Development department focuses on neighborhood revitalization through collaborative efforts with other city departments, government offices, non-profit and private organizations. The department also administers a wide rage of community-based programs with the objective of improving economic opportunities and housing conditions within the city.

2. The PY12 Action Plan was developed in full accordance with the City of Kettering's Citizen Participation Plan. Significant aspects of the process include an evaluation of the PY11 projects in conjunction with the strategic plan goals. Participants in the process included planning and development staff, area citizens and local housing and social service providers.

3. It is the City of Kettering's anticipation that during the next year coordination between public and private housing, health and social service agencies will continue with participation in various activities within the Miami Valley. In 2011, the City of Kettering in a partnership with the City of Dayton, the City of Fairborn and Montgomery County met monthly to discuss NSP and other community development related issues.

Staff members are representatives on regional boards and committees, such as the Montgomery County Affordable Housing Options Committee, which is comprised of representatives from the public housing authority, the community action agency, COUNTY CORP, city and county governments, financial institutions, realty companies, housing and service providers and building/development companies. This committee meets on a regular basis to assist in implementing the Montgomery County Homeless Solutions 10 Year Plan, review and recommend projects for Housing Trust funding and share information on housing issues. In addition, the Community Development Manager serves on the Greater Dayton Homeownership Advisory Board. This board advises the homeownership center on programming. Staff members also meet regularly with the Accessibility Project to discuss solutions for the lack of accessible housing.

The City also has representation on the Miami Valley Fair Housing Center board. The city staff is regularly in contact with other agencies and organizations at the local, State and Federal level that deal with housing issues related to low income.

Citizen Participation

1. *Provide a summary of the citizen participation process.*
2. *Provide a summary of citizen comments or views on the plan.*
3. *Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.*

4. *Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.*

**Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.*
Program Year 2 Action Plan Citizen Participation response:

1. Community development needs of the Kettering area are routinely assessed through public hearings. A Citizen Participation Plan (please see **Attachment #1**) governs the process through which CDBG funds are allocated. This plan ensures that local residents are provided with adequate information. The City of Kettering held two public meetings to obtain citizen views and respond to citizen proposals at different stages of the program. The plan was publicly adopted by City Council on November 8, 2011. This meeting is televised on local cable channel 6.

In terms of consultations, local housing, health and social service providers attended or provided information for a public meeting regarding the Annual Action Plan. **The public meeting notice and minutes can be found as attachment #3 and #4 in the appendix.**

In addition, staff meets regularly with the Senior Services Coordinator regarding the special needs populations such as elderly, frail elderly and disabled persons. DMHA has consulted with the city on several occasions regarding the homeless solutions project, the de-concentration effort of public housing and is a co-applicant for NSP2 funds. The results of these consultations were incorporated in the development of the Consolidated Plan as well as on going Annual Action Plan preparations.

Public Meetings:

Public Meeting: September 15, 2011	**Published: Dayton Daily News**	**Held: City of Kettering, Deeds Conference Room**
Public Meeting: October 18, 2011	**Published: Dayton Daily News, Interested parties received personal invitations**	**Held: City of Kettering, Planning Deeds Conference Room**

The **30-day Public Comment Period** ran from October 7 to November 7, 2011 (please see **attachment #5**).

2. No comments were received

It is the policy of the City of Kettering will consider any comments or views of citizens received in writing, or orally at the public meetings in the preparation of the final plan.

3. Efforts made to broaden public participation included advertising in a larger newspaper, the Dayton Daily News instead of the Kettering/Oakwood times and sending questionnaires to key stakeholders and public service providers as well as providing information on the City website.

4. No public comments were received.

Institutional Structure

1. *Describe actions that will take place during the next year to develop institutional structure.*

Program Year 2 Action Plan Institutional Structure response:

To maximize our relatively small allocation of federal funds it is critical that the City of Kettering continue to invest its CDBG and HOME dollars in projects that generate substantial improvements in target area neighborhoods. Higher visibility of projects will help to foster private investment, which is essential to the success of the redevelopment strategy.

To improve efficiency, the city will direct funding through a more focused delivery mechanism. This mechanism includes enhanced partnerships and targeted focused areas of expenditures. These partnerships include working with very strong non-profit organizations such as the Miami Valley Fair Housing Center, the HomeOwnership Center of Greater Dayton and County Corp Development.

Monitoring

1. *Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.*

Program Year 2 Action Plan Monitoring response:

Annually, the CDBG program activities are monitored to determine each program's performance in addressing a specific need. After this review, programs are adjusted or redesigned as deemed appropriate to address the needs of residents. Under the Consolidated Plan, the city will annually monitor our performance in addressing the priorities identified and determine the degree at which the goals have been met.

The City of Kettering, Planning and Development department administers most of the projects defined in the annual action plan with the following exceptions. The city has a subrecipient agreement with the Miami Valley Fair Housing Center to operate a fair housing program and also has a subrecipient agreement with the HomeOwnership Center for the provision of housing counseling services. The HomeOwnership Center also provides underwriting services for the city's housing rehab and down payment assistance programs. The city also funds the Senior Resource Coordinator who reports to the City Manager's office.

Actions to ensure compliance include both desk monitoring monthly and at least one on-site visit with all subrecipients. The timeliness of expenditures will also be monitored on a monthly basis, with adjustments to be made as needed.

Lead-based Paint

1. *Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.*

Program Year 2 Action Plan Lead-based Paint response:

To address the lead based paint issues throughout the community, the city will continue to contract with the Combined Health District of Montgomery County for lead assessment and clearance services. Actions to evaluate and reduce lead based paint are incorporated in to the housing rehabilitation process as follows:

1) **Advice and Information** – as the client application is reviewed the age of the housing is noted. If the home is older than 1978, the client is advised of potential lead based paint hazards and provided with verbal information and pamphlets.

2) **Inspection and Assessment** – Once approved for assistance, the home will be inspected for housing code violations and improvements needed to meet the city's residential rehabilitation standards. The licensed Montgomery County Lead Inspector will perform a lead assessment inspection.

3) **Identification and Abatement –** If lead based paint is identified, owners will be instructed on safe ways to clean and maintain their homes. Abatement requirements, if any will be explained. If the homeowner chooses to participate in the rehabilitation program, all lead hazards will be removed or controlled.

HOUSING

Specific Housing Objectives

**Please also refer to the Housing Needs Table in the Needs.xls workbook.*

1. *Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.*

2. *Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.*

Program Year 2 Action Plan Specific Objectives response:

During PY12, the City of Kettering will focus on the specific priority of **Decent and Affordable Housing**. This priority is consistent with the CPD Objectives and Outcomes performance measurement system. The objectives that will help ensure that the objectives are met are identified below:

<u>Objective: Housing Rehabilitation Program (citywide) (Goal to serve 10 households)</u>
As our community ages, so does the housing stock. Many low to moderate-income homeowners (particularly seniors) are not able to perform maintenance on their home, nor can they afford to make needed repairs. To combat deterioration and to promote health and safety, the City of Kettering will:

1) Promote Comprehensive housing repair program
2) Provide Emergency home repairs as needed
3) Promote Energy efficiency by offering minor repair program that focuses on energy efficiency repairs and upgrades.
4) Promote safety through a smoke detector installation program.

Program success will be measured by : The number of projects completed and the number of units brought to standard condition.

<u>Objective: Affordable Infill housing (disposition) (Goal 3 units of affordable housing)</u>

Through aggressive acquisition and demolitions of dilapidated housing units, the city of Kettering currently maintains five buildable lots. The City will continue to market the lots for the construction of new affordable housing through the NSP program. The goal in PY12 is:

1) Promote affordable for-sale housing in Wiles Creek
2) Promote affordable rental housing in Wiles Creek

Program successes will be measured by : The number of housing opportunities provided to low and moderate income households.

Objective: Promote responsible homeownership. (Goal 10 downpayment households)

The City of Kettering will continue to partner with the HomeOwnership Center of Greater Dayton to hold foreclosure and homeownership counseling sessions. The goal in PY12 is:

1) Reduce foreclosures in Kettering
2) Provide needed assistance to first time homebuyers

Program successes will be measured by: The number of homeowners receiving services.

Needs of Public Housing

1. *Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.*

2. *If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.*

Program Year 2 Action Plan Public Housing Strategy response:

The Dayton Metropolitan Housing Authority (DMHA) is a key provider of affordable housing options for the residents of Montgomery County. DMHA is currently in a state of transition as it works to meet is mission of providing "low to moderate income residents in Montgomery County access to decent, safe, affordable housing…" DMHA has and will continue to implement a major density reduction program and modernization program. The City of Kettering will work with DMHA to assure that affordable housing opportunities can be available in our community.

While The City of Kettering has not found that public improvements are necessary in the DMHA units in Kettering, the city will continue to work with DMHA and other low income housing providers to address community and housing needs as they occur.

The City of Kettering is active in the First Suburbs group, which routinely meets and discusses housing and other community issues. In addition, each month the managers of t affordable housing complexes in the Oak Creek area meet with the elementary school principal, city staff, including the community police officer, principal to discuss issues and needs.

DHA is not a troubled or poor performing agency.

No actions are planned that encourage public housing residents to become more involved in management. However, the city will continue to promote its First Time Homebuyer program in conjunction with the HomeOwnership Center of Greater Dayton. This agency participates in the Section 8 FSS program.

Barriers to Affordable Housing

1. *Describe the actions that will take place during the next year to remove barriers to affordable housing.*

Program Year 2 Action Plan Barriers to Affordable Housing response:

During program year 2012, the City of Kettering will strive to remove barriers to safe, decent affordable housing by continuing, through our fair housing provider – Miami Valley Fair Housing Center, to test both rental and for-sale housing for discrimination, investigate complaints and disseminate information on fair housing.

The city will continue to constantly evaluate whether our policies serve as barriers to affordable housing. Currently, the city has a great diversity of housing stock including decent housing available for $60,000 to over $1 million. If such barriers are identified, the city will work with developers and other stakeholders to address such barriers.

Kettering continues its regional partnership with the City of Dayton and Montgomery County to address issues found in the 2009 AI and continues to follow the Fair Housing Action Plan identified based on the AI results.

HOME/ American Dream Down payment Initiative (ADDI)

1. *Describe other forms of investment not described in § 92.205(b).*

2. *If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.*

3. *If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:*
   a. *Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.*

b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
a. Describe the planned use of the ADDI funds.
b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 2 Action Plan HOME/ADDI response:

The City of Kettering is a PJ through a consortium with the City of Dayton. The City of Dayton, as the lead agency is responsible for completing the HOME section on our behalf.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

3. *Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.*

4. *Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.*

5. *Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.*

Program Year 2 Action Plan Homeless Prevention response:

1) The City of Kettering does not expect to receive any public or private resources directly during PY12 to address homelessness.

2) The action plan activities will address specific housing objectives such as housing counseling, foreclosure counseling and homeowner rehab and down payment assistance. These activities can help to prevent homelessness. Obstacles include outreach and funding.

3) Chronic Homelessness – No activities are planned in PY12 to address chronic homelessness. However, in PY11 we did amend our PY10 HOME funding budget to provide $10,000 to Miami Valley Housing Opportunities to construct a 12-unit permanent supportive housing apartment building in Kettering. The city is always open and receptive to such partnerships should the opportunity arise.

4) Homeless prevention – Homeless prevention activities include: Foreclosure counseling services and housing rehabilitation grants and loans.

5) Discharge Coordination Policy – Community wide discharge coordination policy for homeless and those at risk of homelessness is discussed in the Montgomery County Homeless Solutions report. This includes the development of an interagency triage system that can provide referral and support to individuals and families in crisis. The City of Kettering will support the development of this system and will continue participation in the countywide Homeless Solutions team. Specifically, the city will move toward a cohesive, countywide discharge coordination policy by providing referral services to individuals and families in crisis, by utilizing the countywide 211 helpline.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 2 Action Plan ESG response:

N/A

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. *Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.*

2. *Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.*

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 2 Action Plan Community Development response:

The City of Kettering's priority non-housing community development needs as specified in the needs table are as follows:

Public Improvement/Infrastructure high priority is street improvements
Public Service priorities are senior services, youth services and lead hazard screening.
Economic Development high priorities are assistance to for profit businesses.

The City of Kettering will partially fund a Senior Resource Coordinator, which will assist low-income seniors with referrals to a variety of social services. As noted above, the City of Kettering has identified many long and short-term community development (non-housing) needs. Because of limited resources the city can only focus on a few of these needs with CDBG:

Priority	Project/objective	Annual Goals
Public Service	Assist low-income Seniors with social services and	1000

	housing information	
Economic Development	Provide affordable loans that create jobs for low and moderate income individuals	1
Public Facility	Improve a street in a Low Income Neighborhood	1

Antipoverty Strategy

1. *Describe the actions that will take place during the next year to reduce the number of poverty level families.*

Program Year 2 Action Plan Antipoverty Strategy response:

Over the next year the City of Kettering will attempt to reduce the number of poverty level families by continuing to work with the Montgomery county Job Center. The Job Center is challenged with the responsibility of developing programs that will change the current welfare system, effectively utilizing existing employment and training resources within the community and reducing the number of families dependent upon public assistance as a result of being employed.

Kettering must continue to coordinate and promote social services available to city residents. Further refinement of communication and coordination with the community as a whole and with appropriate social service agencies will be emphasized to help address a variety of pertinent community needs and personal needs of families and individuals. The city continues to educated residents services. This includes referring our housing rehabilitation clients to social service agencies. Though the Montgomery County Job Center, the city funds one social service worker for the Kettering City School district. The role of the social worker is to link families with needed social services. Additionally, all elderly residents in the city have access to the Senior Resources Coordinator to determine any needs or issues that could be addressed by a social service agency.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. *Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.*

2. *Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.*

Program Year 2 Action Plan Specific Objectives response:

The city will support persons with special needs who are not homeless, but require supportive housing. The Housing Rehabilitation program will continue to benefit the elderly, especially frail elderly and other homeowners with disabilities by offering a variety of loan and grant packages to upgrade their homes. The city will continue to encourage the development of housing for elderly persons with physical disabilities. The Senior Service coordinator will work with the elderly, frail elderly and persons with disabilities to provide links to area services.

The city will also continue to work with providers of group homes and assisted living units for the mentally ill, mentally retarded, developmentally disabled and physically disabled. As new units are developed to meet the needs of special population groups, the city will work with the developers and appropriate non-profit agencies to ensure that the residents have a positive experience in Kettering.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. *Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.*

2. *Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.*

3. *Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.*

4. *Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.*

5. *Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.*

6. *Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.*

7. *Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.*

8. *Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.*

9. *Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.*

Program Year 2 Action Plan HOPWA response:

N/A

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 2 Specific HOPWA Objectives response:

N/A

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

EXHIBIT I
CDBG Program Year 2012 - SOURCES OF FUNDS

Sources	Amount	Program Income Breakdown
PY 2012 CDBG Grant Allocation	**$ 471,870.90**	
Reprogrammed Funds	**$ 600,000.00**	
Estimated Program Income	**$ 56,837.36**	
Sale of CDBG Acquired Property	$ -	
Econmic Development Repayments	$ 35,837.36	
Alpha and Omega		$ 8,266.32
Craftsmen Home		$ 8,812.80
Duffy, Inc		$ 8,736.00
TPI Investments		$ 10,022.24
RLF: Housing Rehabilitation	**$ 21,000.00**	
TOTAL FUNDS	**$ 1,128,708.26**	

Program Year 2012- PROPOSED USE OF FUNDS
CDBG

Eligible Activities	Entitlement Funds PY12	Re-Programmed funds	Revolving Loan Funds/ Prog. Income	Total
Housing Rehabilitation				
Housing Rehab Loan	$ 106,872.49	$ 32,368.73	$ 56,837.36	$ 196,078.58
Action Delivery Costs		$ 265,702.27		$ 265,702.27
Emergency Home Repair Grant		$ 30,000.00		$ 30,000.00
OHCP/ Housing Grant (rental access)		$ 20,000.00		$ 20,000.00
LBP abatement grant		$ 25,000.00		$ 25,000.00
Energy Efficiency Improvements Grant		$ 25,000.00		$ 25,000.00
Handicapped Accessibility Grant		$ 25,000.00		$ 25,000.00
Fire Safety Grant		$ 10,000.00		$ 10,000.00
Category Total	**$ 106,872.49**	**$ 433,071.00**	**$ 56,837.36**	**$ 596,780.85**
Public Services			**CAP:**	**$ 100,780.64**
fair housing	$ 32,000.00			$ 32,000.00
senior coord	$ 40,780.64			$ 40,780.64
Housing Counseling/ Pre & Post purchas	$ 8,000.00	$ 20,000.00		$ 28,000.00
				$ -
Category Total	**$ 80,780.64**	**$ 20,000.00**	**$ -**	**$ 100,780.64**
Neighborhood Revitalization				
				$ -
Disposition of property		$ 6,544.00		$ 6,544.00
Relocation (voluntary)	$ 6,000.00			$ 6,000.00
demolition	$ 20,000.00			$ 20,000.00
Acquisition	$ 80,000.00			$ 80,000.00
Category Total	$ 106,000.00	$ 6,544.00	$ -	$ 112,544.00
Public Facilities / Infrastructure				
Street Paving Project - West Ave.	$ 67,471.27	$ 35,000.00		$ 102,471.27
Cheerhart	$ 10,000.00			$ 10,000.00
				$ -
Category Total	$ 77,471.27	**$ 35,000.00**	**$ -**	**$ 112,471.27**
Economic Development				
Business Loans	$ 33,389.85	**$ 67,000.00**		$ 100,389.85
Category Total	$ 33,389.85	$ 67,000.00	$ -	**$ 100,389.85**
Planning and Program Administration			**CAP:**	**$ 105,741.65**
Program Administration	$ 67,356.65	$ 38,385.00		$ 105,741.65
				$ -
				$ -
Category Total	**$ 67,356.65**	**$ 38,385.00**	**$ -**	**$ 105,741.65**
CONTINGENCY				**$ -**
TOTAL	**$ 471,870.90**	**$ 600,000.00**	**$ 56,837.36**	**$ 1,128,708.26**

CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

☐ **This certification does not apply.**
☒ **This certification is applicable.**

NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
   a. The dangers of drug abuse in the workplace;
   b. The grantee's policy of maintaining a drug-free workplace;
   c. Any available drug counseling, rehabilitation, and employee assistance programs; and
   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
   a. Abide by the terms of the statement; and
   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
   a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
   b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Mark W. Schwieterman

Name

City Manager

Title

3600 Shroyer Road

Address

Kettering, Ohio 45429

City/State/Zip

937-296-2400

Telephone Number

☐ **This certification does not apply.**
☒ **This certification is applicable.**

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2011, 2012, 2013, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

    However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

    The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

Date

Mark W. Schwieterman

Name

City Manager

Title

3600 Shroyer Road

Address

Kettering, Ohio 45429

City/State/Zip

937-296-2400

Telephone Number

☐ **This certification does not apply.**
☒ **This certification is applicable.**

OPTIONAL CERTIFICATION
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Mark W. Schwieterman
Name

City Manager
Title

3600 Shroyer Road
Address

Kettering, Ohio 45429
City/State/Zip

937-296-2524
Telephone Number

☐ This certification does not apply.
☒ This certification is applicable.

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

> The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Mark W. Schwieterman

Name

City Manager

Title

3600 Shroyer Road

Address

Kettering, Ohio 45429

City/State/Zip

937-296-2400

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

ESG Certifications

I, , Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.

2. The building standards requirement of 24 *CFR* 576.55.

3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.

4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.

5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.

7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.

8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.

9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.

10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review

responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.

12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.

13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☐ **This certification does not apply.**
☒ **This certification is applicable.**

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

Drug-Free Workplace Certification
1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

a. All "direct charge" employees;
b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official | Date

Mark W. Schwieterman

Name

City Manager

Title

3600 Shroyer Rd

Address

Kettering, OH 45429

City/State/Zip

937-296-2524

Telephone Number

SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

11/8/11	Applicant Identifier	**Type of Submission**	
Date Received by state	State Identifier	**Application**	**Pre-application**
Date Received by HUD	Federal Identifier	☐ Construction	☐ Construction
		☒ Non Construction	☐ Non Construction
Applicant Information			
Kettering		OH 392526 KETTERING	
3600 Shroyer Rd		07-469-8606 DUNS#	
Street Address Line 2		City of Kettering	
Kettering	Ohio	Planning and Development Department	
45429-2799	U.S.A>	Community Development Division	
Employer Identification Number (EIN):		County: Montgomery	
31-60000617		Program Year Start Date (01/01)	
Applicant Type:		**Specify Other Type if necessary:**	
Local Government: City		Specify Other Type	
Program Funding		**U.S. Department of Housing and Urban Development**	

Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding		
Community Development Block Grant		14.218 Entitlement Grant
CDBG Project Titles		Description of Areas Affected by CDBG Project(s)
$471,871	$Additional HUD Grant(s) Leveraged	Describe
$Additional Federal Funds Leveraged		$Additional State Funds Leveraged
$Locally Leveraged Funds		$Grantee Funds Leveraged
$56,837 program income/ loan repayments		$600,000 Unspent prior year funds
Total Funds Leveraged for CDBG-based Project(s)		

Home Investment Partnerships Program		14.239 HOME
HOME Project Titles		Description of Areas Affected by HOME Project(s)
$HOME Grant Amount	$Additional HUD Grant(s) Leveraged	Describe
$Additional Federal Funds Leveraged		$Additional State Funds Leveraged
$Locally Leveraged Funds		$Grantee Funds Leveraged

$Anticipated Program Income		Other (Describe)
Total Funds Leveraged for HOME-based Project(s)		

Housing Opportunities for People with AIDS		14.241 HOPWA
HOPWA Project Titles		Description of Areas Affected by HOPWA Project(s)
$HOPWA Grant Amount	$Additional HUD Grant(s) Leveraged	Describe
$Additional Federal Funds Leveraged		$Additional State Funds Leveraged
$Locally Leveraged Funds		$Grantee Funds Leveraged
$Anticipated Program Income		Other (Describe)
Total Funds Leveraged for HOPWA-based Project(s)		

Emergency Shelter Grants Program		14.231 ESG
ESG Project Titles		Description of Areas Affected by ESG Project(s)
$ESG Grant Amount	$Additional HUD Grant(s) Leveraged	Describe
$Additional Federal Funds Leveraged		$Additional State Funds Leveraged
$Locally Leveraged Funds		$Grantee Funds Leveraged
$Anticipated Program Income		Other (Describe)
Total Funds Leveraged for ESG-based Project(s)		

Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
3	3		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		☐ Yes	This application was made available to the state EO 12372 process for review on DATE
		☒ No	Program is not covered by EO 12372
☐ Yes	☒ No	☐ N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
Angela	J	Williams
Community Development Manager	937-296-2524	937-296-3240
angela.williams@ketteringoh.org	www.ketteringoh.org	Other Contact
Signature of Authorized Representative		Date Signed