



# Community Development Block Grant

Program Year 2019

## Consolidated Annual Performance and Evaluation Report (CAPER)

City of Manhattan  
Community Development  
1101 Poyntz Avenue  
Manhattan, Kansas



## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

**This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.**

The City of Manhattan (City) has been an Entitlement community in the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program since 2010. The City's 2015-2019 Consolidated Plan - Amended addresses the time period beginning July 1, 2015 through June 30, 2020, and for the 2019 Program Year (PY) Annual Action Plan beginning July 1, 2019 through June 30, 2020.

Through citizen participation, public hearings, and consultations with various organizations, groups, and agencies, the City determined that the five overall objectives for meeting the identified housing and community development needs for the years 2015 to 2019 were:

- Sustain affordable housing opportunities by preserving the existing housing stock and supporting the creation of affordable permanent housing in standard condition.
- Improve the livability and safety of neighborhoods through infrastructure improvements.
- Support community facilities that improve the quality of life for low and moderate income residents.
- Support public services that meet the needs of low and moderate income persons and families.
- Support activities that create and sustain employment and quality jobs.

The City identified five broad project categories that address these objectives, and from the CDBG PY 2019 allocation, funds were budgeted in the following ways:

- Project #1: Administration and Planning - \$105,038 used for Grant Program Activities, conducted Fair Housing education with the assistance of Housing and Credit Counseling, Inc.
- Project #2: Housing Rehabilitation Program - \$245,635 including \$23,048 in Program Income to complete project delivery and renovations to 8 single-family homes;
- Project #3: Public Services - \$83,325 for 5 public service agencies providing critical services for residents;
- Project #4: Public Facilities - \$158,185 planned to make ADA and Pedestrian improvements on the East city park sidewalk;
- Project #5: Neighborhood Infrastructure - \$100,305 was planned to install a sidewalk gap in a high pedestrian traffic area.

These projects included activities for LMI single-family homes; as well as public services funding to sub-recipient non-profit agencies that aided the nearly homeless, abused children, disabled individuals, and LMI residents in need of housing counseling, and budget and credit counseling. The Public Facilities Project was put on hold in case the funds were needed to respond to the COVID-19 Pandemic, and the Infrastructure Project

was cancelled due to issues with the Davis Bacon Wage Rate determination that would have greatly inflated the cost of the project. The prior Program Year 2018 Douglass Park Recreation Center Design Project was completed in late fall, 2019. The estimate developed with the design project was the basis the City used to determine the best means for financing construction and ultimately the City put the project out to bid and began construction in the Spring of 2020.

Through the application of its annual allocations each year, the City has achieved four of the five goals in the Strategic Plan. Unfortunately, no opportunity to directly support activities that create or sustain employment and jobs has presented itself; however, this goal will be maintained for the years covered by the new 2020-2024 Consolidated Plan, should an opportunity present itself. The City collaborates with the Manhattan Chamber of Commerce regarding economic development opportunities. The City has been diligent in meeting the requirements for compliance with national goals and objectives, and the City's use of funds to date has served 100% LMI persons.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Grant Administration, Planning, and Fair Housing	CDBG: \$	Other	Other	0	0				
Housing Rehabilitation	Affordable Housing Non-Homeless Special Needs Homeless Prevention	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	88	0	0.00%			
Housing Rehabilitation	Affordable Housing Non-Homeless Special Needs Homeless Prevention	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	50	53	106.00%	8	8	100.00%

Neighborhood Infrastructure Improvements	Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5325	5860	110.05%	15660	0	0.00%
Public Facilities	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12920	27476	212.66%	4112	0	0.00%
Public Services	Homeless Non-Homeless Special Needs Presumed Benefit populations	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	155	677	436.77%	129	298	231.01%
Public Services	Homeless Non-Homeless Special Needs Presumed Benefit populations	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	296	296.00%			
Public Services	Homeless Non-Homeless Special Needs Presumed Benefit populations	CDBG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	60	114	190.00%	22	22	100.00%

Public Services	Homeless Non-Homeless Special Needs Presumed Benefit populations	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	9		0	6	
Public Services	Homeless Non-Homeless Special Needs Presumed Benefit populations	CDBG: \$	Homelessness Prevention	Persons Assisted	120	342	285.00%	51	71	139.22%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

The City of Manhattan addressed three of the five identified priorities through the project categories in PY 2019. The Public Facilities Project is on hold and the Neighborhood Infrastructure Project was cancelled. Funds for the cancelled project will be added to the project that is on hold.

Administration funds were used to conduct program administration to deliver the CDBG Program, however, the Fair Housing Seminar that was to be held in April of 2020, was cancelled due to the COVID 19 pandemic and resulting state issued stay-at-home order and physical distancing requirements. The City had planned to hold the seminar later, but the Pandemic worsened and the event was cancelled. HCCI staff consulted with City staff at no cost, on technical matters related to the state moratorium on evictions, and information was provided to critical LMI housing providers and agencies.

The non-housing community development priorities included Public Facilities and Neighborhood Infrastructure Improvements Projects. The PY 2019 Neighborhood Infrastructure Project identified a sidewalk gap and ADA connection improvements for Claflin Road, just east of the K-State Campus that improves access for an LMI Neighborhood, was cancelled due to complications created by changes to Davis Bacon Wage Determination surveys that resulted in unskilled laborers’ wage rates to be 2 to 3 times higher than the rate of skilled laborers. This made the project unaffordable and it will be completed at a later time using a different funding source. The CDBG funds not used for the Claflin Road Sidewalk Project will be added to the City Park/Clareburg Trail Project, which is on hold until it is determined that CDBG funds will not be needed for COVID-19 response and recovery. This project will make critical pedestrian and ADA improvements to the eastern leg of the

perimeter sidewalk around City Park, which is located at the center of several LMI Census Tracts.

Affordable housing was addressed through the Housing Rehabilitation Project, which included Comprehensive Rehabilitation, Emergency and Accessibility Rehabilitation, and Mobile Home Emergency and Accessibility Rehabilitation. In addition to allocated CDBG funds, surplus 2018 funds and Program Income were budgeted for PY 2019 Housing Rehabilitation activities, expanding the effectiveness of the program. This project has completed comprehensive rehabilitation of 5 LMI single-family homes, one emergency rehabilitation, and one mobile home rehabilitation; which benefited 6 Female Head of Households, 6 elderly households, 1 household with disabled individuals, and 3 minority households. Three additional homeowners enrolled in the program, and soft costs have been incurred. One of these is expected to be completed later this year, and two have been deferred to the 2020 program year.

Key Public Services are those agencies that collaborate within the community and with each other to offer services to the greatest extent possible. Five agencies, Housing and Credit Counseling, Inc.; Kansas Legal Services, Inc.; Manhattan Emergency Shelter, Inc.; Pawnee Mental Health Service, Inc.; and Sunflower CASA Project, Inc., conducted six programs supported with CDBG funds. These agencies leveraged additional funds from fundraising, state and local match, and from other non-profits in support of their activities. Public Services addressed various needs and served 304 individuals in 202 households in the Manhattan area. Of those, 95 had a “female head of household”, 49 households had a disabled person, 17 were headed by veterans, and 17 were elderly.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	217
Black or African American	98
Asian	7
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	1
<b>Total</b>	<b>323</b>
Hispanic	37
Not Hispanic	313

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

The City continually strives to address the greatest needs of the citizens of Manhattan. None of the groups or income levels experienced a disproportionately greater need for assistance, and the City allocated investments jurisdiction wide, concentrating projects in Census tracts with populations 51% or more LMI, or directly benefiting LMI persons. Three other races, Black and White, Asian and White, and Other Multi-racial, are not accounted for in the above table, which comprised an additional 27 individuals, for an actual total of 350 individuals.

The U.S. Census Bureau July 1, 2019, estimates the population in Manhattan and the following races and ethnicity as:

- All Persons: 54,604: 100.00%
- White: 82.5 %
- Black or African American: 5.3%
- Asian: 6.0%
- American Indian and Alaska Native: 0.3%
- Native Hawaiian and Other Pacific Islander: 0.1%
- Two or More Races: 4.1%
- Other multi-cultural: 1.7%
- Hispanic ethnicity - all races: 6.9%

The percentage of racial and ethnic persons assisted is consistent with the population. The percentages assisted are:

- White: 62.00%
- Black or African American: 28%

- Asian: 2%
- American Indian or American Native: 0.03%
- Two or more Races: 1.7%
- Other Multi-racial: 6.0%
- Hispanic of any race: 7.42%

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	644,378	369,230

Table 3 - Resources Made Available

### Narrative

The City does not receive Entitlement ESG, HOME or HOPWA funds; however, agencies address special needs in conjunction with activities for the population at large.

Resources available to the City included the PY 2019 allocation of \$556,213.00, \$113,201.80 in prior year 2018 surplus funds, and Program Income of \$23,048.50 from Housing Rehabilitation that was re-used. Prior year funds committed to prior year projects are not included here; however, the City contributed funds to the PY 2018 Douglass Rec Center Design Project that was completed late fall of 2019. CDBG funds were used to conduct Program delivery, Housing Rehabilitation of LMI single-family owner occupied homes, and to support Public Services for LMI populations.

Neighborhood infrastructure and Public Facility improvements were impacted by events beyond the City's control, as described previously, and were not completed within the Program year. The City Park east sidewalk (Clarenburg Trail) project is on hold, which has 100% design completion that was contributed from the Parks and Recreation Department, and the Claflin Road Project was cancelled. No Planning projects were assisted in 2019.

LMI single-family homeowners were assisted with home rehabilitation designed to address emergency issues and preserve the safety and livability of their homes. Program Income is generated when homeowners must return a portion of Housing Rehabilitation funds to the City, due to non-compliance with, or withdrawal from their rehabilitation agreement. In PY 2019, Program Income was added to the budget for Housing Rehabilitation and was used first. . All PY 2018 funds remaining will be consumed on the last Housing Rehabilitation Project that is underway, but not completed. There will be a small balance of 2019 funds that will be added to the 2020 Housing Rehabilitation budget.

In 2016, the City applied for and was awarded a Section 108 Loan Guarantee for the design and construction of the South East Neighborhood Recreation Center (a.k.a. Douglass Recreation Center), and the City had set aside funds in 2017 and 2018 to make the anticipated loan repayments. When a conflict was discovered between Kansas Cash Basis law, and HUD and interim Lender requirements that could not be resolved, the City withdrew from the Section 108 Program and instead used the set-aside funds to develop designs for the new Douglass Recreation Center, which were completed in late fall of 2019. The Final Design included an updated cost estimate that the City used to determine a non-CDBG source of financing for the Center's construction. This design project consumed all of the set-aside prior year funds, as well as \$105,457.25 in additional City funds.

**Identify the geographic distribution and location of investments**

<b>Target Area</b>	<b>Planned Percentage of Allocation</b>	<b>Actual Percentage of Allocation</b>	<b>Narrative Description</b>
City of Manhattan	100	100	LMI populations within City limits

**Table 4 – Identify the geographic distribution and location of investments**

**Narrative**

The City of Manhattan does not have specifically named target areas, but uses funds for eligible purposes, and to direct benefits to LMI clients, and LMI neighborhoods as defined by Census Tracts within the city limits of Manhattan.

The City does not require matching funds, however opportunities to leverage funds do occur and the City has procedures in place to manage external matching funds from individuals and non-profits. For PY 2019, the City leveraged approximately \$276,050 from other sources including \$130,200 from its own General Fund for design work on projects, homeowner’s contributions to their home renovations, and from other private, local, and non-profit sources.

**Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Individual homeowners who wish to contribute to the rehabilitation of their homes may provide a contribution when the cost of improvements are greater than the allowable Project limits. Non-profits that are assisted with Planning funds all contribute. In 2019, two Housing Rehabilitation clients contributed funds to their projects for a total of \$2,550.50.

Five Public Service agencies used \$83,325 in CDBG funds in conjunction with donations from private, local and other agency fundraising, to assist agencies to meet the needs of as many “presumed benefit” and LMI populations as possible. For PY 2019, Public Service agencies’ matches totaled \$143,299.00 from private, non-profit, local, and other state funding for CDBG supported programs, which is included in the "Other" total.

The City of Manhattan does not receive Entitlement ESG funds, but does apply for and administer Federal ESG funds from the Kansas Housing Resources Corporation which are “passed through” to the Manhattan Emergency Shelter, Inc. (MESI) and The Crisis Center, Inc., a domestic violence shelter.

MESI operates the Caroline Peine Shelter which provides Emergency Shelter, Rapid Re-housing, Supportive Housing, and Homeless Prevention Services. These services are funded through a variety of sources including ESG, Community Services Block Grant (CSBG), Emergency Food Shelter Program (EFSP), local City and County funds, United Way and other local non-profits, and private fundraising. Through the Kansas Balance of State Continuum of Care funding, MESI operates the “Transition in Place

Program” (TIPP) and the Opportunities Program”, which is matched with a 25% grant from the Caroline Peine Foundation to support services and operational costs. The “Transition in Place Program” provided support to homeless families with dependent children who have extreme housing barriers, such as a pregnant mother with young children or a family that owes rental arrears preventing them from qualifying for Public Housing, however this Program will not be available in 2020. The “Opportunities Program” continues to provide shelter to individuals with Severe and Persistent Mental Illness who are homeless.

In 2019, MESI used \$150,922.99 in ESG funds provided by the Kansas Housing Resources Corporation (KHRC) to provide emergency shelter to individuals and families. CDBG PY 2019 funds were used to expand the Housing Rental Assistance Program (HRAP), which provided rapid re-housing and homelessness prevention services. EFSP funds also supported emergency shelter services.

The Crisis Center matched \$36,807 in ESG funds with a state general fund grant to provide emergency shelter and case management services for victims of domestic violence and their children who cannot remain safely in their homes.

The Manhattan Housing Authority (MHA) operates 232 (1-4) bedroom units in six public housing communities and managed an additional 30 Tax Credit units and 28 Public Housing units that are in a mixed finance development. The MHA administers 197 Section 8 vouchers to eligible Manhattan residents and collaborates with the Veterans Administration (VA), to administer 55 HUD-VASH (Veterans Affairs Supportive Housing) vouchers tagged for homeless veterans who receive VA case management, and 25 Family Reunification vouchers. No CDBG funded projects were identified for MHA properties in 2019.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	48	0
Number of Non-Homeless households to be provided affordable housing units	88	0
Number of Special-Needs households to be provided affordable housing units	45	8
<b>Total</b>	<b>181</b>	<b>8</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	22	22
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	8	8
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>30</b>	<b>30</b>

Table 6 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The City does not own, plan to acquire, or operate public housing units or homeless shelters.

The City supports the Manhattan Housing Authority (MHA), the Manhattan Area Housing Partnership, Inc. (MAHP Inc.), the Manhattan Emergency Shelter, Inc. (MESI), The Crisis Center, and Pawnee Mental Health Services, Inc. (PMHS) in their efforts to maintain and provide affordable housing, or to provide shelter to low income households, homeless populations and special needs individuals. Housing and Credit Counseling, Inc. (HCCI), a HUD approved Housing counseling agency, provides Consumer credit and household budgeting counseling, first time homebuyer counseling, and also conducts Landlord – Tenant counseling. In 2019, under new federal requirements, HCCI obtained the first two HUD Certified Housing Counselors in Kansas.

CDBG PY 2019 funds were provided to MESI for rental assistance services that prevented 22 households (51 persons) from becoming homeless. CDBG funds were provided to HCCI to conduct Housing

counseling for 25 households, and provide Landlord/Tenant counseling to an additional 75 people. These totals were reduced due to the impact of the Coronavirus.

Surplus funds from PY 2018 were combined with PY 2019 funds for Housing Rehabilitation of 8 family owned housing units. Fewer homes were rehabilitated than expected; however, the City still exceeded the goal of 50 total homes identified in the Consolidated Plan.

Although the City did not provide any CDBG funding to the MHA, the City worked with the MHA in 2017 to secure \$1 million in bond funding that was used to address all of the remaining critical issues at Apartment Towers, including window replacement and rehabilitation of the Sanitary Sewer lines in the facility. The structure containing 88 rental units was approved for occupancy in November of 2019.

The collaboration with Manhattan Area Habitat for Humanity (MAHFH) ended in 2019. This had begun in 2018, but due to a shortage of funding the MAHFH ceased its minor repair program early in PY 2019, The City referred one project to the MAHFH before its program was discontinued.

Late in Program Year 2017, the City began discussions with the Manhattan Area Housing Partnership, Inc., (MAHP) regarding City owned land that could be used to build additional low-income housing. MAHP subsequently made an application to the Kansas Housing Resource Corporation for tax credit funding in early calendar year 2019 to develop housing for seniors, which was approved. The City continues its collaboration with MAHP, Inc. on the Canyon Creek development, which will provide 36 new low-income senior units, as well as a clubhouse. Construction is expected to be completed in December of 2020 with leasing beginning in early spring of 2021.

**Discuss how these outcomes will impact future annual action plans.**

The demand for affordable housing to serve students, soldiers and low-income households continues to place pressure on the supply of housing in the City of Manhattan. The City’s Housing Rehabilitation Program strives to enhance accessibility, and improve and preserve existing decent, safe and sanitary housing stock for low and moderate-income persons. The City will also continue to collaborate with the MHA and MAHP Inc., on issues related to affordable housing; and with MESI, PMHS, The Crisis Center, Kansas Legal Services, Inc., and HCCI, to prevent individuals and LMI households from becoming homeless.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	111	0
Low-income	34	0
Moderate-income	36	0
<b>Total</b>	<b>181</b>	<b>0</b>

**Table 7 – Number of Households Served**

## **Narrative Information**

The PY 2019 allocation was \$84,013.00 less than the previous year, and as a result, all CDBG Project budgets were decreased in comparison to the previous year, as well as Planning Projects eliminated from the Administration budget, and City departments contributed to Public Facility and Infrastructure Projects.

In addition to this, impacts of the COVID 19 Pandemic contributed to a 45% decrease in the number of persons and households served with CDBG funds in comparison to prior years since Manhattan became an Entitlement Community. Although the City's housing costs have tended to trend upward in the past, affordable housing needs may change along with the demographics, especially given the potential physical and economic impacts on the existing built environment.

Although it was not part of their anticipated Public Service activities, Pawnee Mental Health found overnight shelter for 6 individuals with Severe Persistent Mental Illness, and assisted 8 more persons with Homeless prevention. Pawnee Mental Health Services uses a designated Housing Specialist who works with individuals who are homeless or precariously housed, or assists the assigned case manager if there is already one in place.

Two other agencies assisted households with homelessness prevention through their provision of Public Services activities. Sunflower CASA-CAC provided financial assistance to 6 persons (3 households) and Kansas Legal Services provided 6 persons/households with legal assistance to prevent homelessness.

## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Agencies providing services within the City who specialize in providing outreach to homeless individuals and families include faith-based organizations, the HUD-VASH representative, and agencies that participate in the Community Care Team. MESI in particular leads the Point-In-Time counts to canvas the City and Riley County, as mandated by HUD every January, to provide the Kansas Balance of State (BoS) Continuum of Care (CoC) agencies with numbers.

The Caroline Peine Transitional Shelter offers 47 beds of emergency shelter for homeless men, women, and families. A total of 558 persons received emergency shelter in calendar year 2019 and an additional 9 people were provided assistance with ESG funds. In spite of the Pandemic, the shelter continues to be open and has taken steps to screen staff and residents, while providing isolation rooms for individuals who are symptomatic or awaiting test results. MESI has reduced its occupancy load, and implemented physical distancing measures, screening, and daily monitoring for symptoms. MESI's Transition in Place Programs also housed another 36 individuals and the Opportunities Program housed another 11. MESI prioritizes chronically homeless individuals and had 2 dedicated beds in Transition in Place Program and 1 dedicated bed in the Opportunities Program. Although the Transitional Program was discontinued in 2020, permanent supportive housing, and homeless rental assistance to either decrease the current length of homelessness or to prevent a family from becoming homeless and entering shelter, are still provided.

The Crisis Center, Inc. provides services to abused spouses/partners. The Crisis Center shelters only those who must flee violence in their homes and must certify those seeking shelter as homeless. Whenever possible, the Crisis Center seeks to help victims of domestic violence stay in their homes through legal means, and provides emergency shelter for those who cannot. In calendar Year 2019, it provided emergency shelter to 145 unduplicated persons who were in danger for a total of 4,587 nights. COVID 19 has necessitated revised screening protocols and safety precautions, but otherwise has had minimal impact.

Pawnee Mental Health uses a designated Housing Specialist who represents the agency at state meetings and works with individuals who are homeless or precariously housed, or assists the assigned case manager if there is already one in place.

All of these providers have capacity to assess the needs of the homeless, especially those who are unsheltered.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

MESI operates the Caroline Peine Shelter which provides Emergency Shelter, Supportive Housing, Rapid Re-housing, and Homeless Prevention Services. MESI uses CDBG funds to prevent homelessness by

providing financial assistance for rent and utility arrears payments when persons are at imminent risk of becoming homeless. This program is unique in its ability to divert clients from entering emergency shelter by allowing them to stay in their current, permanent residence. MESI's Homeless Rental Assistance Program (HRAP) provides Supportive Housing through the "Opportunities Program".

Since its inception, MESI integrated the HRAP Program into shelter services to resolve clients' crisis situations and assist with housing stabilization. The Opportunities Program is a CoC funded program, which provides permanent housing for homeless individuals with severe and persistent mental illness who would have no other housing options. All MESI's programs incorporate wrap-around housing stability case management, which aims to prevent future evictions or homeless episodes by addressing homeless individuals' unique housing barriers.

MESI collaborates with other local agencies and non-profits to provide housing options, and supports the expansion of the homeless service system to include homeless prevention and re-housing programs and supportive housing programs for the disabled and families. MESI advocates for collaboration among service providers, including public housing agencies, to improve access to affordable housing and expansion of supportive services, and encourages agencies to look not just at homelessness but other issues of poverty.

Pawnee Mental Health Services uses a designated Housing Specialist who represents the agency at state meetings and works with individuals who are homeless or precariously housed, or assists the assigned case manager if there is already one in place.

The Manhattan Housing Authority (MHA) administers 197 Housing Choice Vouchers, 55 HUD-VASH (Veterans Affairs Supportive Housing) vouchers that help homeless veterans; and 25 Family Re-unification Vouchers. The VASH vouchers must have VA case management and are tagged for veterans only and administered in collaboration with the VA.

The Crisis Center uses "Protection from Abuse Orders" which can in some instances, make it possible for spouse/partner abuse victims to remain in their homes, as can criminal prosecutions. The Crisis Center also works with many agencies and organizations, including the Manhattan Housing Authority, to provide shelter for their clients.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

No person who is being discharged from a publicly funded institution or system is discharged into homelessness. Manhattan Emergency Shelter, Inc. is not allowed to be a "discharge plan" for government funded institutions, unless the individual was homeless before entering the institution and resided in the institution for less than 90 days. In the event someone has slipped through the cracks or has been discharged to a location where they are no longer welcome, MESI will house them in their

emergency shelter, as they are considered homeless at that time. It is the responsibility of each institution's discharge plan to find its clients suitable housing and not discharge someone into homelessness. However, MESI does work with the institutions and refers them to other housing options in the community or surrounding area. Agencies in Manhattan are very effective in communicating with each other in regards to the needs of their clients.

The HUD approved housing counseling agency, Housing and Credit Counseling, Inc. (HCCI) receives referrals from numerous agencies in Manhattan and provides other services including first time homebuyer training. Local providers work with HCCI to provide financial counseling to individuals at risk of becoming homeless. MESI operates a Homelessness Prevention program, which provides counseling and rent and utility arrears or rapid re-housing services to individuals and families in need of shelter. The Crisis Center specifically provides housing for abused spouses and their children who are in need of a safe place to stay. Pawnee Mental Health Services (PMHS) coordinates with MESI, MHA, and MAHP, Inc. to secure housing for individuals with mental illness. Kansas Legal Services, Inc. (KLS) provides legal counseling for civil issues that may involve tenant/landlord issues, child custody orders and other issues that may be a result of poverty.

MAHP's Financial Assurance Program assists Social Security and Veteran's Administration benefit recipients who cannot adequately manage their monthly disability benefit payments, and whose benefits depend on a third party payee. MAHP staff work directly with LMI disabled individuals to help them budget and pay for their housing, food, medical, and other needs required to maintain independence. MAHP, Inc. is the only Social Security Administration approved organizational payee in the Manhattan area and currently serves 131 individuals.

The Sunflower CASA Project, Inc., Family/Victim Advocate connects non-offending caregivers of abused children with housing resources listed above when the perpetrator lives in the home or is on the lease, and the caregiver must find a safe place for the family member(s).

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Homeless persons are identified through a number of sources including the local hospital, school district, law enforcement, and agencies providing shelter or emergency assistance. The City falls within the North East Region of the Kansas BoS CoC, and MESI receives funds through this program. MESI regularly attends CoC meetings and collaborates with other agencies within the CoC.

MESI's programs are designed to help nearly homeless or literally homeless maintain or transition to permanent housing and continue independent living. MESI's Opportunities Program specifically helps persons with severe persistent mental illness maintain permanent housing. Pawnee Mental Health Services, Inc. directly conducts a homeless Street Outreach effort through the PATH Program, or homeless clients may self-identify by presenting themselves at the MESI shelter.

The Riley County Health Department and the Flint Hills Community Clinic address the health needs for homeless and uninsured. The Flint Hills ATA Bus provides transportation for individuals needing transportation to agencies providing assistance to the homeless. Big Lakes Developmental Center, Inc. provides training specifically to help intellectually disadvantaged individuals become self-sufficient. The HUD VASH representative works solely with veterans and their families through the "Housing First" principle to access the services needed for transition to permanent housing.

The Crisis Center shelters abused spouses/partners and their dependents fleeing violence in their homes and certifies those seeking shelter as homeless. It provides emergency shelter only for those who are in danger and cannot remain in their own homes; and works with many agencies and organizations, including the Manhattan Housing Authority, to provide permanent shelter for their clients.

The Caroline Peine Shelter is not able to house any minor children without a parent or guardian. Shelter staff must call authorities to report a child is without a parent/guardian and is seeking shelter, for unaccompanied youth under the age of 18. Unaccompanied youth, ages 18-24, will be housed and a case plan for permanent housing developed.

USD 383 identifies unaccompanied youth as children living on their own, or with an adult who is not their legal guardian, and lacking a fixed adequate nighttime residence. The School District's Families in Transition (FIT) program tracks and assists families and unaccompanied youth through a variety of means designed to assure educational opportunities continue, and provide assistance to address urgent needs including transportation, nutrition, health care, basic necessities and housing.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

In terms of Compliance, MHA does not need to increase accessible units. In terms of applicants, MHA occasionally has need for more accessible units, but not consistent demand. Additional demand for accessible units is accommodated through unit modification as necessary.

The City continues to support the MHA by providing technical assistance and, in 2017, a \$1 million bond financing effort to complete critical improvements to the 88 units in Apartment Towers. MHA received the Certificate of Occupancy in September of 2019, and continues to process applications for units in the building.

### **Actions taken to encourage public housing residents to become more involved in management and participate in homeownership**

MHA encourages residents to participate in or to form active resident associations. The MHA produces a newsletter that advises residents of resources, activities, upcoming housing authority events, and educational and training opportunities.

### **Actions taken to provide assistance to troubled PHAs**

The Manhattan Housing Authority was designated as troubled as of 12/31/2019. The Public Housing Assessment System (PHAS) score reflects a sub-standard designation. This is a direct result of the Apartment Towers renovations, which depleted program reserves. Additionally, higher than normal vacancy rates were experienced once the units at Apartment Towers were put back online in September 2018 and it has been a challenge for MHA to lease the efficiency units. Contributing to the higher vacancy rates was the transfer of 15 residents back to the Apartment Towers, which vacated other public housing units they were temporarily occupying during the renovations. Finally, because the Apartment Towers renovations reduced financial resources available, maintenance staff were reduced through normal attrition, increasing the unit turnaround time. All of these factors combined to impact the Financial, Capital Fund and Management scores of the Public Housing Assessment System (PHAS).

The Manhattan Housing Authority has already begun working with the Department of Housing and Urban Development (HUD) to increase these scores through monthly monitoring of financial and occupancy scores, as well as on-site technical assistance as necessary.

The City is aware of the situation that caused the troubled designation, and has consulted with the MHA regarding ways to help resolve the issue. By assisting with some needed improvements to its facilities in 2020, the City will relieve some of the pressure on the MHA's capital reserve fund, allowing it to replenish. The City also plans to set aside funds for future improvements at MHA facilities.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

There are no known negative effects of City policy in regard to affordable housing and residential investment.

The City implements its planning and zoning authority through the Manhattan Urban Area Comprehensive Plan, the Manhattan Urban Area Subdivision Regulations and the Manhattan Zoning Regulations. The Manhattan Urban Area Planning Board and Manhattan City Commission develop, adopt and update the Comprehensive Plan and other policy documents for the Board's jurisdictional area, and complete development of Subdivision and Zoning Regulations for the City. The Comprehensive Plan is reviewed annually to ensure it continues to address the ever-changing needs of the community. There are many areas throughout the City zoned for duplex and multi-family housing and the City has no restrictions on where rental housing may be located. Over 60% of all housing units throughout the City are rental units.

The City adopted the 2019 International Building Code Series and the 2017 National Electrical Code in June of 2019, and implemented their use on January 1, 2020. The City prefers to use the Federal Fair Housing guidelines for accessibility compliance in covered multi-family dwellings, which references the American National Standards Institute (ANSI) requirements for accessibility. The Risk Reduction Division of the Manhattan Fire Department ensures through the permitting, inspection, and enforcement process that new multifamily housing containing four or more dwelling units complies with all federal regulations of the Fair Housing Act.

**Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The City allocates CDBG funds each year with the goal of maintaining the existing affordable housing stock, promoting quality of life and providing stability, especially in older neighborhoods. The housing and community development activities that will be undertaken each year will be based on areas of need suggested during the public consultation and data collection process.

Recognizing that limited dollars should be focused where the need is greatest, preference will be given to projects that directly affect low and moderate-income residents and serve low and moderate-income neighborhoods. The City will continue to fund specific programs and partnerships with agencies to alleviate poverty conditions and will monitor poverty statistics to ensure that scarce resources are directed to those who have the greatest need.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The CDBG Housing Rehabilitation program followed lead safe practices at identified sites. All units constructed prior to 1978 were required to have a lead based paint assessment. The City proactively tested for lead, in every instance where rehabilitation work would have disturbed painted surfaces. Based on the results of the assessment, hazards were identified and control options were reported. Contractors were required to follow lead-safe work practices and were monitored by the City's certified lead based paint inspector. Additionally, all general contractors who successfully bid projects were

required to be State authorized as lead activity firms employing certified lead safe workers. A maximum of \$5,000 per site was allowed for lead-based paint activities for any given rehabilitation. In PY 2019, the City did not relocate any family members; however, one homeowner voluntarily relocated herself while lead issues were addressed in her home.

The City of Manhattan will continue to use lead safe work practices in all rehabilitation activities pursuant to 40 CFR 745.80 subpart E. The City Housing Rehabilitation Inspector renewed his certification in early September, 2019.

**Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The City of Manhattan does not directly provide grants to individuals; however, the City provides financial support to agencies that have programs and policies that are directed toward reducing the number of poverty level families. The City also allocates funding from the General Fund on an annual basis to local social service agencies that work directly with poverty-level families.

**Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The Public Service agencies serving Manhattan have a strong institutional delivery system through the collaboration that serves the needs of LMI populations and special needs groups. Agencies are members of the Riley County Council of Social Service Agencies (RCCSSA), which meets monthly to provide an opportunity for networking among social service agencies as appropriate, identify needs and to encourage existing appropriate social service agencies to meet these needs.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City dedicates annual funds for social service agencies and has created the Social Services Advisory Board (SSAB), a volunteer group of citizens who advise the City Commission on the award of funds collected by the City through taxes. For Calendar Year (CY) 2019, eleven agencies were awarded \$447,117.00 for programs addressing abused children and spouses, homelessness, frail elderly, terminally ill, day care services and after school programs; legal services, and poverty. From the City's Special Alcohol Programs fund, an additional \$490,000.00 was disbursed to 14 agencies to address community corrections, addiction prevention services, poverty reduction services, and educational programs.

MESI, the Crisis Center, the Manhattan Housing Authority, Shepherd's Crossing, Housing and Credit Counseling, Inc. (HCCI), Kansas Legal Services among other agencies and non-profits all work together to prevent homelessness when possible, or re-house homeless populations as quickly as possible, and HCCI specifically educates first time homebuyers and provides financial management counseling to LMI households, and educates tenant and landlords on their rights and responsibilities.

In 2018, the Flint Hills Community Care Team (CCT) formed to provide person-centered care, to improve outcomes for the most vulnerable members of the community by developing wrap-around services using multi-agency partnerships, collaboration and care coordination, to address the needs of specifically identified persons during its twice-monthly meetings.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

Cost burden continues to be the most severe housing problem for all races and ethnicities while overcrowding has decreased in the Manhattan community. Currently available data suggests that 3.4% of units are identified as overcrowded (greater than 1 person per room) in the most recent American Community Survey data, which is down from the 2010 census estimate of 10.1%. This is likely due to developments that have occurred in the last 3 years. The City has enacted ordinances and implemented zoning districts in an effort to control overcrowding in areas of the City where it is likely to occur, such as near the Kansas State University campus.

Over the past several years, the City has encouraged the development of new multi-family housing units in various ways, which has resulted in an increased supply of rental housing, and a healthier vacancy rate. Since 2002, the Manhattan Area Housing Partnership, Inc. (MAHP, Inc.), which is a Community Housing Development Organization (CHDO), and other private partners have developed affordable multi-family housing units through the application of tax credits. The MAHP was awarded tax credits and HOME funds to finance the construction of 36 LMI housing for the elderly on land owned by the City, and the City continues to collaborate with MAHP to address issues related to the development. The City has acted proactively through adopting resolutions of support for these projects, and in the past, has waived building permit fees and utility hookup fees.

Additionally, the MAHP, Inc. is dedicated to bringing quality affordable housing to the Manhattan community as well as provides specialized services to 131 low/moderate income persons (LMI) through their Financial Assurance Program.

MAHP, Inc. owns and operates low-income housing developed with HUD HOME funds and low income housing tax credits received from the Kansas Housing Resources Corporation. The MAHP, Inc. owns 201 affordable units in nine developments and manages 143 units in eight of them. MHA manages the other 58 units in 1 development for the MAHP, Inc. The MAHP, Inc. also collaborated with the MHA in the first joint venture in Kansas with the development of the Flint Hills Apartments, a public housing and tax credit venture. The MAHP, Inc. accepts Section 8 vouchers from the MHA and the North Central Flint Hills Area Agency on Aging and Disabilities.

Late in 2019, the City collaborated with the Center for Engagement and Community Development at Kansas State University, which received a grant from the Kansas Health Foundation for a project called "Community Solutions to Affordable Housing (CSAH)". The CSAH project was a public engagement and planning initiative, and the project team conducted research and held stakeholder meetings to identify issues and determine innovative solutions related to affordable housing in Manhattan. The project team recommended Community Land/Housing Trust (CLT) solutions as a way to create and retain housing stock at affordable rates. In 2020, an independent group of stakeholders and investors formed to promote the development of a demonstration project to provide solar powered moderate-income duplex workforce housing. This group is currently applying for a grant from the Kansas Housing Resources Corporation to build an initial project on Manhattan Area Habitat for Humanity property located in Ogden, and is proposing to build a demonstration project on land owned by the City of Manhattan sometime in the future.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Manhattan acted as the lead agency to oversee all aspects of the CDBG program, which included regulatory compliance, citizen participation, fair housing activities and project management. The Community Development Department is responsible for administration of the CDBG program and manages all CDBG undertakings, facilitates public involvement in the CDBG program and conducts all reporting of CDBG activities to HUD. All CDBG projects were conducted by the City of Manhattan or by sub-grantees, which were directly monitored by Community Development Department staff. The City continues to refine administrative practices in order to effectively manage CDBG projects and activities, and ensure compliance with all CDBG and applicable HUD requirements.

Construction projects identified for 2019 were delayed due to COVID-19 and issues with Davis Bacon Wage Rate discrepancies, so no Wage Decision Payroll Reviews occurred and no Section 3 requirements were needed to be met. All other contractors were checked for an active registration in the federal System for Award Management ([www.sam.gov](http://www.sam.gov)). The City also published a notice of Opportunity for Work in the Manhattan Mercury to alert eligible Section 3 persons of HUD funded construction projects in the Community in October 2019 and May 2020.

The Public Services projects provided monthly reports of progress and demographic data for households and persons served. Additionally, Public Service sub-recipient agencies received monitoring visits early in 2020, in which files were reviewed for compliance with HUD guidelines including income verification, consistency with project objectives and other documentation of services delivered. Agencies were found to be in compliance with the City's agreements for services and CDBG national objectives and program goals.

### **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

Manhattan's citizen participation process involves citizens in decisions that directly affect their lives. The Citizen Participation Plan (CPP) encourages full and proper citizen participation at all stages of the planning process and designates the structure, procedures, roles and policies to be followed by program participants and are consistent with federal requirements for the CDBG Program, the Section 108 Loan Guarantee Program, and applicable procedures in the event of a disaster.

Residents who are signed up on the City's InTouch e-mail and texting notification system receive automatic notice of CDBG related activities. The entire CDBG webpage can be converted to a multitude of languages using the on-line translator. Citizen participation activities invited residents to provide suggestions during the 2020 Public Input Period through the public meeting and on-line suggestion box, as well as to provide feedback on the draft 2020 Annual Action Plan and notice of Public Hearing.

Residents were also invited to provide feedback on the PY 2018 CAPER during September 2019. These were published in the Mercury, posted on the webpage, advertised through the notification system and other City social media, with copies made available at the Public Library, and City Hall.

Consultations were held throughout the fall with local agencies and service groups; and an electronic suggestion box was open from October 27 to December 16, 2019, for citizens to provide input for the 2020-2024 Consolidated Plan and the 2020 Action Plan. The Public Input meeting was held on November 7, 2019, to provide an opportunity for public input and discussion of suggested PY 2020 Action Plan projects, and had one attendee; however, the Suggestion Box garnered comments from 29 residents, and another 14 residents made project comments on Facebook.

City staff combined the suggestions from all sources, to review goals and objectives and develop broad descriptions of projects that the City could address. City Departments were then consulted in early winter to identify specific projects that addressed public concerns.

A Public Services “Request for Proposals” process was advertised in the local paper and e-mailed to agencies serving Manhattan at the end of October. Five submissions were received and were reviewed by the Social Services Advisory Board in January 2020, and all were included in the PY 2020 Annual Action Plan Public Services activities.

In mid-March 2020, City staff began working remotely due to the COVID-19 pandemic, and the City instituted “virtual public hearings and public meetings”. The City made the proposed Consolidated Plan and 2020 Annual Action Plan available on-line for review and download from March 29, 2020, through April 28, 2020, and opened the Comment Box function on the City’s website. The City then conducted a review of the proposed Plans at the April 7, 2020, City Commission Legislative meeting to encourage comment, and the City Commission held a Virtual Public Hearing during the May 5, 2020 legislative meeting, prior to requesting approval to submit the Plans to HUD. The Public Comment period and public hearing were advertised in the Manhattan Mercury, and promoted through the City’s public notification systems identified above. In May 2020, the City submitted a waiver request to take advantage of HUD waivers offered due the Pandemic for Citizen Participation requirements, which shortened the review period to a minimum of 5 days.

The City held a public review and comment period for the proposed PY 2019 CAPER that ran from September 15 through September 29, 2020. This public comment period was advertised on September 15, 2020 in the Manhattan Mercury and was made available for review and comment at Manhattan City Hall, the Manhattan Public Library, and on the City of Manhattan Website. No comments were received.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There were no changes in the City's program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There were no changes in the City's program objectives.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**



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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	134,465.05
02 ENTITLEMENT GRANT	556,213.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	23,048.50
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	713,726.55

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	342,195.79
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	(51,126.24)
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	291,069.55
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	100,524.67
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	(1,100.76)
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	390,493.46
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	323,233.09

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	0.00
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	291,069.55
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	291,069.55
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2019 PY: 2020 PY: 2021
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	82,390.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	82,390.00
32 ENTITLEMENT GRANT	556,213.00
33 PRIOR YEAR PROGRAM INCOME	12,843.09
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	569,056.09
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.48%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	100,524.67
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	(1,100.76)
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	99,423.91
42 ENTITLEMENT GRANT	556,213.00
43 CURRENT YEAR PROGRAM INCOME	23,048.50
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	579,261.50
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	17.16%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Target Area Type	Drawn Amount
2019	3	159	6307876	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$595.00
2019	3	159	6326236	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$170.00
2019	3	159	6341017	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$340.00
2019	3	159	6351578	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$85.00
2019	3	159	6361999	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$85.00
2019	3	159	6373008	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$340.00
2019	3	159	6380173	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$255.00
2019	3	159	6388198	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$85.00
2019	3	159	6397764	HCCI - Housing & Credit Counseling	05U	LMH	Strategy area	\$170.00
					05U	Matrix Code		\$2,125.00
2018	2	139	6297918	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$16,264.99
2018	2	140	6297918	Emergency and Accessibility Rehabilitation	14A	LMH	Strategy area	\$20.00
2019	2	155	6307876	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$819.43
2019	2	155	6317726	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$16,533.00
2019	2	155	6326236	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$7,573.01
2019	2	155	6333306	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$21.00
2019	2	155	6341017	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$181.89
2019	2	155	6351578	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$37,494.00
2019	2	155	6361999	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$5,544.50
2019	2	155	6373008	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$12,393.00
2019	2	155	6380173	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$13,666.00
2019	2	155	6388198	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$14,312.33
2019	2	155	6397764	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$272.20
2019	2	155	6409573	Comprehensive Rehabilitation	14A	LMH	Strategy area	\$7,155.40
2019	2	156	6307876	Emergency & Accessibility Rehab	14A	LMH	Strategy area	\$20.00
2019	2	156	6341017	Emergency & Accessibility Rehab	14A	LMH	Strategy area	\$20.00
2019	2	156	6361999	Emergency & Accessibility Rehab	14A	LMH	Strategy area	\$4,851.00
2019	2	157	6317726	Mobile Home E & A Rehab	14A	LMH	Strategy area	\$11.50
2019	2	157	6326236	Mobile Home E & A Rehab	14A	LMH	Strategy area	\$2,500.00
					14A	Matrix Code		\$139,653.25
2019	2	154	6307876	Rehabilitation Program Administration	14H	LMH	Strategy area	\$11,561.99
2019	2	154	6317726	Rehabilitation Program Administration	14H	LMH	Strategy area	\$4,964.16
2019	2	154	6326236	Rehabilitation Program Administration	14H	LMH	Strategy area	\$4,963.32
2019	2	154	6333306	Rehabilitation Program Administration	14H	LMH	Strategy area	\$4,962.03
2019	2	154	6341017	Rehabilitation Program Administration	14H	LMH	Strategy area	\$5,328.32
2019	2	154	6351578	Rehabilitation Program Administration	14H	LMH	Strategy area	\$3,645.30
2019	2	154	6361999	Rehabilitation Program Administration	14H	LMH	Strategy area	\$8,329.93
2019	2	154	6373008	Rehabilitation Program Administration	14H	LMH	Strategy area	\$5,073.65
2019	2	154	6380173	Rehabilitation Program Administration	14H	LMH	Strategy area	\$5,073.30
2019	2	154	6388198	Rehabilitation Program Administration	14H	LMH	Strategy area	\$5,072.82
2019	2	154	6397764	Rehabilitation Program Administration	14H	LMH	Strategy area	\$5,073.22
					14H	Matrix Code		\$64,048.04
Total								\$205,826.29

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Report returned no data.

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27



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2019	3	160	6307876	KLS - Essential Legal Services	05C	LMC	\$1,817.35
2019	3	160	6317726	KLS - Essential Legal Services	05C	LMC	\$33.06
2019	3	160	6326236	KLS - Essential Legal Services	05C	LMC	\$1,793.49
2019	3	160	6341017	KLS - Essential Legal Services	05C	LMC	\$249.04
2019	3	160	6351578	KLS - Essential Legal Services	05C	LMC	\$49.08
2019	3	160	6361999	KLS - Essential Legal Services	05C	LMC	\$227.00
2019	3	160	6373008	KLS - Essential Legal Services	05C	LMC	\$482.75
2019	3	160	6380173	KLS - Essential Legal Services	05C	LMC	\$418.40
2019	3	160	6388198	KLS - Essential Legal Services	05C	LMC	\$830.10
2019	3	160	6397764	KLS - Essential Legal Services	05C	LMC	\$1,599.73
					05C	Matrix Code	\$7,500.00
2019	3	158	6307876	HCCI Tenant/Landlord Counseling	05K	LMC	\$595.00
2019	3	158	6317726	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6326236	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6341017	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6351578	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6361999	HCCI Tenant/Landlord Counseling	05K	LMC	\$255.00
2019	3	158	6373008	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6380173	HCCI Tenant/Landlord Counseling	05K	LMC	\$255.00
2019	3	158	6388198	HCCI Tenant/Landlord Counseling	05K	LMC	\$170.00
2019	3	158	6397764	HCCI Tenant/Landlord Counseling	05K	LMC	\$340.00
					05K	Matrix Code	\$2,465.00
2019	3	163	6307876	CASA-CAC	05N	LMC	\$1,516.66
2019	3	163	6317726	CASA-CAC	05N	LMC	\$719.00
2019	3	163	6326236	CASA-CAC	05N	LMC	\$758.33
2019	3	163	6341017	CASA-CAC	05N	LMC	\$758.33
2019	3	163	6351578	CASA-CAC	05N	LMC	\$1,136.00
2019	3	163	6373008	CASA-CAC	05N	LMC	\$2,121.67
2019	3	163	6380173	CASA-CAC	05N	LMC	\$728.00
2019	3	163	6388198	CASA-CAC	05N	LMC	\$724.98
2019	3	163	6397764	CASA-CAC	05N	LMC	\$637.03
					05N	Matrix Code	\$9,100.00
2019	3	162	6307876	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$3,358.16
2019	3	162	6317726	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$1,861.20
2019	3	162	6326236	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$1,678.79
2019	3	162	6341017	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$1,488.45
2019	3	162	6351578	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$3,543.86
2019	3	162	6373008	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$3,632.68
2019	3	162	6380173	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$1,703.53
2019	3	162	6388198	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$1,706.23
2019	3	162	6397764	PMHS - Benefits Specialist / Case Manager	05O	LMC	\$2,227.10
					05O	Matrix Code	\$21,200.00
2019	3	161	6307876	MESI - Homelessness Prevention	05Q	LMC	\$8,743.02
2019	3	161	6317726	MESI - Homelessness Prevention	05Q	LMC	\$5,412.61
2019	3	161	6326236	MESI - Homelessness Prevention	05Q	LMC	\$918.24
2019	3	161	6341017	MESI - Homelessness Prevention	05Q	LMC	\$6,616.32
2019	3	161	6361999	MESI - Homelessness Prevention	05Q	LMC	\$2,038.21
2019	3	161	6373008	MESI - Homelessness Prevention	05Q	LMC	\$5,588.64
2019	3	161	6380173	MESI - Homelessness Prevention	05Q	LMC	\$5,165.87
2019	3	161	6388198	MESI - Homelessness Prevention	05Q	LMC	\$5,517.09
					05Q	Matrix Code	\$40,000.00
2019	3	159	6307876	HCCI - Housing & Credit Counseling	05U	LMH	\$595.00
2019	3	159	6326236	HCCI - Housing & Credit Counseling	05U	LMH	\$170.00
2019	3	159	6341017	HCCI - Housing & Credit Counseling	05U	LMH	\$340.00
2019	3	159	6351578	HCCI - Housing & Credit Counseling	05U	LMH	\$85.00
2019	3	159	6361999	HCCI - Housing & Credit Counseling	05U	LMH	\$85.00



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
 PR26 - CDBG Financial Summary Report  
 Program Year 2019  
 MANHATTAN , KS

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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	3	159	6373008	HCCI - Housing & Credit Counseling	05U	LMH	\$340.00
2019	3	159	6380173	HCCI - Housing & Credit Counseling	05U	LMH	\$255.00
2019	3	159	6388198	HCCI - Housing & Credit Counseling	05U	LMH	\$85.00
2019	3	159	6397764	HCCI - Housing & Credit Counseling	05U	LMH	\$170.00
						05U Matrix Code	\$2,125.00
<b>Total</b>							<b>\$82,390.00</b>

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	1	135	6297918	General Administration	21A		\$1,100.76
2019	1	149	6307876	Program Administration	21A		\$14,431.95
2019	1	149	6317726	Program Administration	21A		\$5,904.20
2019	1	149	6326236	Program Administration	21A		\$5,903.51
2019	1	149	6333306	Program Administration	21A		\$5,900.31
2019	1	149	6341017	Program Administration	21A		\$5,973.53
2019	1	149	6351578	Program Administration	21A		\$5,320.98
2019	1	149	6361999	Program Administration	21A		\$9,494.13
2019	1	149	6373008	Program Administration	21A		\$6,116.25
2019	1	149	6380173	Program Administration	21A		\$6,116.21
2019	1	149	6388198	Program Administration	21A		\$6,115.82
2019	1	149	6397764	Program Administration	21A		\$6,116.29
2019	1	150	6307876	Administration - General Fund Reimbursement	21A		\$1,635.97
2019	1	150	6317726	Administration - General Fund Reimbursement	21A		\$665.47
2019	1	150	6326236	Administration - General Fund Reimbursement	21A		\$1,164.28
2019	1	150	6333306	Administration - General Fund Reimbursement	21A		\$1,441.33
2019	1	150	6341017	Administration - General Fund Reimbursement	21A		\$727.23
2019	1	150	6351578	Administration - General Fund Reimbursement	21A		\$683.99
2019	1	150	6361999	Administration - General Fund Reimbursement	21A		\$1,510.91
2019	1	150	6373008	Administration - General Fund Reimbursement	21A		\$2,690.34
2019	1	150	6380173	Administration - General Fund Reimbursement	21A		\$2,060.15
2019	1	150	6388198	Administration - General Fund Reimbursement	21A		\$1,634.45
2019	1	150	6397764	Administration - General Fund Reimbursement	21A		\$2,296.08
2019	1	151	6307876	General Administration	21A		\$198.48
2019	1	151	6326236	General Administration	21A		\$2,438.39
2019	1	151	6333306	General Administration	21A		\$420.20
2019	1	151	6341017	General Administration	21A		\$146.94
2019	1	151	6351578	General Administration	21A		\$170.69
2019	1	151	6373008	General Administration	21A		\$904.24
2019	1	151	6380173	General Administration	21A		\$177.86
2019	1	151	6388198	General Administration	21A		\$203.58
2019	1	151	6397764	General Administration	21A		\$333.67
2019	1	151	6409573	General Administration	21A		\$526.48
					21A	Matrix Code	\$100,524.67
<b>Total</b>							<b>\$100,524.67</b>

U.S. Department of Housing and Urban Development  
 Office of Community Planning and Development  
 Integrated Disbursement and Information System  
 Drawdown Report by Project and Activity  
 MANHATTAN , KS  
 Formula and Competitive Grants only

REPORT PROGRAM CDB  
 PGM YR 2018, 2019  
 PROJECT ALL  
 ACTIVITY ALL

EN

P Yr/	Pro- ject	IDIS Act	Activity	Prior Year	Voucher Number	Line Item	Voucher Status	LOCCS Send	Grant Year	Grant Number	Fund Type	Drawn Amount	
2018	1	133	Program Administration										
					6193078	1	Completed	9/21/2018	2018	B18MC20000	EN	\$11,514.48	
					6197936	1	Completed	10/9/2018	2018	B18MC20000	EN	\$6,137.78	
					6210233	1	Completed	11/19/2018	2018	B18MC20000	EN	\$9,590.03	
					6219059	1	Completed	12/19/2018	2018	B18MC20000	EN	\$6,138.90	
					6226561	1	Completed	1/16/2019	2018	B18MC20000	EN	\$6,260.44	
					6237533	1	Completed	2/20/2019	2018	B18MC20000	EN	\$9,649.25	
					6245813	1	Completed	3/18/2019	2018	B18MC20000	EN	\$3,592.87	
					6256407	1	Completed	4/17/2019	2018	B18MC20000	EN	\$9,198.28	
					6266488	1	Completed	5/17/2019	2018	B18MC20000	EN	\$6,391.32	
					6276705	1	Completed	6/18/2019	2018	B18MC20000	EN	\$6,392.24	
				Y	6286259	1	Completed	7/17/2019	2018	B18MC20000	EN	\$6,392.56	included in 2018 PR-26
										<b>Activity Total</b>		<b>\$81,258.15</b>	
2018	1	134	Administration - General Fund										
					6193078	2	Completed	9/21/2018	2018	B18MC20000	EN	\$2,920.41	
					6197936	2	Completed	10/9/2018	2018	B18MC20000	EN	\$1,070.70	
					6210233	2	Completed	11/19/2018	2018	B18MC20000	EN	\$1,445.46	
					6219059	2	Completed	12/19/2018	2018	B18MC20000	EN	\$883.33	
					6226561	2	Completed	1/16/2019	2018	B18MC20000	EN	\$833.59	
					6237533	2	Completed	2/20/2019	2018	B18MC20000	EN	\$1,149.65	
					6245813	2	Completed	3/18/2019	2018	B18MC20000	EN	\$190.40	
					6256407	2	Completed	4/17/2019	2018	B18MC20000	EN	\$2,426.29	
					6266488	2	Completed	5/17/2019	2018	B18MC20000	EN	\$1,346.11	
					6276705	2	Completed	6/18/2019	2018	B18MC20000	EN	\$997.98	
				Y	6286259	2	Completed	7/17/2019	2018	B18MC20000	EN	\$1,025.99	included in 2018 PR-26
										<b>Activity Total</b>		<b>\$14,289.91</b>	



	6256407	6	Completed	4/17/2019	2018	B18MC20000	EN	\$709.00	
	6266488	7	Completed	5/17/2019	2017	B17MC20000	EN	\$6,455.00	
	6266488	8	Completed	5/17/2019	2018	B18MC20000	EN	\$96.00	
	6276705	7	Completed	6/18/2019	2018	B18MC20000	PI	\$4,882.50	
	6276705	8	Completed	6/18/2019	2017	B17MC20000	EN	\$3,300.00	
	6276705	9	Completed	6/18/2019	2018	B18MC20000	EN	\$96.48	
Y	6286259	5	Completed	7/17/2019	2018	B18MC20000	PI	\$5,986.41	included in 2018 PR-26
Y	6286259	6	Completed	7/17/2019	2017	B17MC20000	EN	\$11,341.09	included in 2018 PR-26
Y	6286259	7	Completed	7/17/2019	2018	B18MC20000	EN	\$182.77	included in 2018 PR-26
	6297918	2	Completed	8/22/2019	2018	B18MC20000	PI	\$1,974.18	
	6297918	3	Completed	8/22/2019	2018	B18MC20000	EN	\$14,290.81	16,264.99 adjusted for in 2018
<b>Activity Total</b>								<b>\$110,433.37</b>	

2018 2 140 Emergency and Accessibility Rehabilitation

	6210233	6	Completed	11/19/2018	2018	B18MC20000	EN	\$20.00	
	6219059	6	Completed	12/19/2018	2018	B18MC20000	EN	\$23.50	
	6237533	5	Completed	2/20/2019	2018	B18MC20000	EN	\$4,066.81	
	6245813	6	Completed	3/18/2019	2018	B18MC20000	EN	\$859.00	
	6266488	9	Completed	5/17/2019	2018	B18MC20000	EN	\$21.00	
Y	6286259	8	Completed	7/17/2019	2018	B18MC20000	EN	\$551.16	included in 2018 PR-26
	6297918	4	Completed	8/22/2019	2018	B18MC20000	EN	\$20.00	20.00 adjusted for in 2018
<b>Activity Total</b>								<b>\$5,561.47</b>	

2018 3 142 HCCI Tenant/Landlord Counseling

	6197936	5	Completed	10/9/2018	2018	B18MC20000	EN	\$595.00	
	6210233	7	Completed	11/19/2018	2018	B18MC20000	EN	\$85.00	
	6219059	7	Completed	12/19/2018	2018	B18MC20000	EN	\$765.00	
	6226561	5	Completed	1/16/2019	2018	B18MC20000	EN	\$340.00	
	6245813	7	Completed	3/18/2019	2018	B18MC20000	EN	\$340.00	
	6256407	7	Completed	4/17/2019	2018	B18MC20000	EN	\$170.00	
	6266488	10	Completed	5/17/2019	2018	B18MC20000	EN	\$255.00	
	6276705	10	Completed	6/18/2019	2018	B18MC20000	EN	\$255.00	
Y	6286259	9	Completed	7/17/2019	2018	B18MC20000	EN	\$595.00	included in 2018 PR-26
<b>Activity Total</b>								<b>\$3,400.00</b>	

2018 3 143 HCCI - Housing Counseling

	6197936	6	Completed	10/9/2018	2018	B18MC20000	EN	\$255.00	
	6226561	6	Completed	1/16/2019	2018	B18MC20000	EN	\$340.00	
	6245813	8	Completed	3/18/2019	2018	B18MC20000	EN	\$340.00	
	6256407	8	Completed	4/17/2019	2018	B18MC20000	EN	\$255.00	
	6266488	11	Completed	5/17/2019	2018	B18MC20000	EN	\$85.00	
	6276705	11	Completed	6/18/2019	2018	B18MC20000	EN	\$255.00	
Y	6286259	10	Completed	7/17/2019	2018	B18MC20000	EN	\$595.00	included in 2018 PR-26
<b>Activity Total</b>								<b>\$2,125.00</b>	



2018	4	148	New Rec Center Design								
			6222543	1	Completed	1/3/2019	2017	B17MC20000	EN	\$167,200.00	
			6222543	2	Completed	1/3/2019	2018	B18MC20000	EN	\$65,609.25	
			6237533	6	Completed	2/20/2019	2018	B18MC20000	EN	\$3,377.50	
			6245813	13	Completed	3/18/2019	2018	B18MC20000	EN	\$7,933.75	
			6256407	13	Completed	4/17/2019	2018	B18MC20000	EN	\$17,578.75	
			6266488	16	Completed	5/17/2019	2018	B18MC20000	EN	\$17,105.50	
			6276705	16	Completed	6/18/2019	2018	B18MC20000	EN	\$4,127.75	
		Y	6286259	14	Completed	7/17/2019	2018	B18MC20000	EN	\$9,640.00	included in 2018 PR-26
			6305649	1	Completed	9/17/2019	2018	B18MC20000	EN	\$34,841.25	34,841.25 adjusted for in 2018 PR-26
2018 end			6317712	1	Completed	10/24/2019	2018	B18MC20000	EN	\$21,263.25	21,263.25 not adjusted for in 2018 PR-26
<b>Activity Total</b>										<b>\$348,677.00</b>	

2019	1	149	Program Administration								
			6307876	1	Completed	9/24/2019	2019	B19MC20000	EN	\$14,431.95	
			6317726	1	Completed	10/24/2019	2019	B19MC20000	EN	\$5,904.20	
			6326236	1	Completed	11/21/2019	2019	B19MC20000	EN	\$5,903.51	
			6333306	1	Completed	12/17/2019	2019	B19MC20000	EN	\$5,900.31	
			6341017	1	Completed	1/14/2020	2019	B19MC20000	EN	\$5,973.53	
			6351578	1	Completed	2/18/2020	2019	B19MC20000	EN	\$5,320.98	
			6361999	1	Completed	3/18/2020	2019	B19MC20000	EN	\$9,494.13	
			6373008	1	Completed	4/28/2020	2019	B19MC20000	EN	\$6,116.25	
			6380173	1	Completed	5/26/2020	2019	B19MC20000	EN	\$6,116.21	
			6388198	1	Completed	6/23/2020	2019	B19MC20000	EN	\$6,115.82	
		Y	6397764	1	Completed	7/24/2020	2019	B19MC20000	EN	\$6,116.29	
<b>Activity Total</b>										<b>\$77,393.18</b>	

2019	1	150	Administration - General Fund								
			6307876	2	Completed	9/24/2019	2019	B19MC20000	EN	\$1,635.97	
			6317726	2	Completed	10/24/2019	2019	B19MC20000	EN	\$665.47	
			6326236	2	Completed	11/21/2019	2019	B19MC20000	EN	\$1,164.28	
			6333306	2	Completed	12/17/2019	2019	B19MC20000	EN	\$1,441.33	
			6341017	2	Completed	1/14/2020	2019	B19MC20000	EN	\$727.23	
			6351578	2	Completed	2/18/2020	2019	B19MC20000	EN	\$683.99	
			6361999	2	Completed	3/18/2020	2019	B19MC20000	EN	\$1,510.91	
			6373008	2	Completed	4/28/2020	2019	B19MC20000	EN	\$2,690.34	
			6380173	2	Completed	5/26/2020	2019	B19MC20000	EN	\$2,060.15	
			6388198	2	Completed	6/23/2020	2019	B19MC20000	EN	\$1,634.45	
		Y	6397764	2	Completed	7/24/2020	2019	B19MC20000	EN	\$2,296.08	
<b>Activity Total</b>										<b>\$16,510.20</b>	

2019	1	151	General Administration									
			6307876	3	Completed	9/24/2019	2019	B19MC20000	EN	\$198.48		
			6326236	3	Completed	11/21/2019	2019	B19MC20000	EN	\$2,438.39		
			6333306	3	Completed	12/17/2019	2019	B19MC20000	EN	\$420.20		
			6341017	3	Completed	1/14/2020	2019	B19MC20000	EN	\$146.94		
			6351578	3	Completed	2/18/2020	2019	B19MC20000	EN	\$170.69		
			6373008	3	Completed	4/28/2020	2019	B19MC20000	EN	\$806.22		
			6373008	13	Completed	4/28/2020	2019	B19MC20000	EN	\$98.02		
			6380173	3	Completed	5/26/2020	2019	B19MC20000	EN	\$177.86		
			6388198	3	Completed	6/23/2020	2019	B19MC20000	EN	\$203.58		
		Y	6397764	3	Completed	7/24/2020	2019	B19MC20000	EN	\$333.67		
		Y	6409573	1	Completed	9/3/2020	2019	B19MC20000	EN	\$526.48		
			<b>Activity Total</b>						<b>\$5,520.53</b>			
											<b>99,423.91 Total 2019 Admin expenses</b>	

2019	2	154	Rehabilitation Program Administration									
			6307876	4	Completed	9/24/2019	2019	B19MC20000	EN	\$11,561.99		
			6317726	3	Completed	10/24/2019	2019	B19MC20000	EN	\$4,964.16		
			6326236	4	Completed	11/21/2019	2019	B19MC20000	EN	\$4,963.32		
			6333306	4	Completed	12/17/2019	2019	B19MC20000	EN	\$4,962.03		
			6341017	4	Completed	1/14/2020	2019	B19MC20000	EN	\$5,328.32		
			6351578	4	Completed	2/18/2020	2019	B19MC20000	EN	\$3,645.30		
			6361999	3	Completed	3/18/2020	2019	B19MC20000	EN	\$8,329.93		
			6373008	5	Completed	4/28/2020	2019	B19MC20000	EN	\$5,073.65		
			6380173	4	Completed	5/26/2020	2019	B19MC20000	EN	\$5,073.30		
			6388198	4	Completed	6/23/2020	2019	B19MC20000	EN	\$5,072.82		
		Y	6397764	4	Completed	7/24/2020	2019	B19MC20000	EN	\$5,073.22		
			<b>Activity Total</b>						<b>\$64,048.04</b>			

2019	2	155	Comprehensive Rehabilitation									
			6307876	5	Completed	9/24/2019	2019	B19MC20000	PI	\$650.00		
			6307876	13	Completed	9/24/2019	2018	B18MC20000	EN	\$169.43		
			6317726	4	Completed	10/24/2019	2019	B19MC20000	PI	\$12,970.00		
			6317726	5	Completed	10/24/2019	2018	B18MC20000	EN	\$3,563.00		
			6326236	5	Completed	11/21/2019	2018	B18MC20000	EN	\$7,573.01		
			6333306	5	Completed	12/17/2019	2018	B18MC20000	EN	\$21.00		
			6341017	5	Completed	1/14/2020	2018	B18MC20000	EN	\$181.89		
			6351578	5	Completed	2/18/2020	2018	B18MC20000	EN	\$37,494.00		
			6361999	4	Completed	3/18/2020	2018	B18MC20000	EN	\$5,544.50		
			6373008	6	Completed	4/28/2020	2018	B18MC20000	EN	\$12,393.00		
			6380173	5	Completed	5/26/2020	2018	B18MC20000	EN	\$13,666.00		
			6388198	5	Completed	6/23/2020	2019	B19MC20000	PI	\$9,428.50		
			6388198	6	Completed	6/23/2020	2018	B18MC20000	EN	\$4,883.83		
		Y	6397764	5	Completed	7/24/2020	2018	B18MC20000	EN	\$272.20		
		Y	6409573	2	Completed	9/3/2020	2018	B18MC20000	EN	\$7,155.40		
			<b>Activity Total</b>						<b>\$115,965.76</b>			<b>92,917.26 PY2018 funds used in PY2019</b>

2019	2	156	Emergency & Accessibility Rehab										
				6307876	14	Completed	9/24/2019	2018	B18MC20000	EN	\$20.00		
				6341017	6	Completed	1/14/2020	2018	B18MC20000	EN	\$20.00		
				6361999	5	Completed	3/18/2020	2018	B18MC20000	EN	\$1,548.50	1,588.50	PY2018 funds used in PY2019
				6361999	6	Completed	3/18/2020	2019	B19MC20000	EN	\$3,302.50		
									<b>Activity Total</b>		<b>\$4,891.00</b>		
2019	2	157	Mobile Home E & A Rehab										
				6317726	6	Completed	10/24/2019	2018	B18MC20000	EN	\$11.50		
				6326236	6	Completed	11/21/2019	2018	B18MC20000	EN	\$2,500.00	2,511.50	PY2018 funds used in PY2019
									<b>Activity Total</b>		<b>\$2,511.50</b>	97,017.26	Total PY2018 funds used in PY2019
2019	3	158	HCCI										
				6307876	7	Completed	9/24/2019	2019	B19MC20000	EN	\$595.00		
				6317726	7	Completed	10/24/2019	2019	B19MC20000	EN	\$170.00		
				6326236	7	Completed	11/21/2019	2019	B19MC20000	EN	\$170.00		
				6341017	7	Completed	1/14/2020	2019	B19MC20000	EN	\$170.00		
				6351578	6	Completed	2/18/2020	2019	B19MC20000	EN	\$170.00		
				6361999	7	Completed	3/18/2020	2019	B19MC20000	EN	\$255.00		
				6373008	7	Completed	4/28/2020	2019	B19MC20000	EN	\$170.00		
				6380173	6	Completed	5/26/2020	2019	B19MC20000	EN	\$255.00		
				6388198	7	Completed	6/23/2020	2019	B19MC20000	EN	\$170.00		
			Y	6397764	6	Completed	7/24/2020	2019	B19MC20000	EN	\$340.00		
									<b>Activity Total</b>		<b>\$2,465.00</b>		
2019	3	159	HCCI - Housing & Credit Counseling										
				6307876	8	Completed	9/24/2019	2019	B19MC20000	EN	\$595.00		
				6326236	8	Completed	11/21/2019	2019	B19MC20000	EN	\$170.00		
				6341017	8	Completed	1/14/2020	2019	B19MC20000	EN	\$340.00		
				6351578	7	Completed	2/18/2020	2019	B19MC20000	EN	\$85.00		
				6361999	8	Completed	3/18/2020	2019	B19MC20000	EN	\$85.00		
				6373008	8	Completed	4/28/2020	2019	B19MC20000	EN	\$340.00		
				6380173	7	Completed	5/26/2020	2019	B19MC20000	EN	\$255.00		
				6388198	8	Completed	6/23/2020	2019	B19MC20000	EN	\$85.00		
			Y	6397764	7	Completed	7/24/2020	2019	B19MC20000	EN	\$170.00		
									<b>Activity Total</b>		<b>\$2,125.00</b>		
2019	3	160	KLS - Essential Legal										
				6307876	9	Completed	9/24/2019	2019	B19MC20000	EN	\$1,817.35		
				6317726	8	Completed	10/24/2019	2019	B19MC20000	EN	\$33.06		
				6326236	9	Completed	11/21/2019	2019	B19MC20000	EN	\$1,793.49		
				6341017	9	Completed	1/14/2020	2019	B19MC20000	EN	\$249.04		
				6351578	8	Completed	2/18/2020	2019	B19MC20000	EN	\$49.08		
				6361999	9	Completed	3/18/2020	2019	B19MC20000	EN	\$227.00		
				6373008	9	Completed	4/28/2020	2019	B19MC20000	EN	\$482.75		

	6380173	8	Completed	5/26/2020	2019	B19MC20000	EN	\$418.40
	6388198	9	Completed	6/23/2020	2019	B19MC20000	EN	\$830.10
Y	6397764	8	Completed	7/24/2020	2019	B19MC20000	EN	\$1,599.73
<b>Activity Total</b>								<b>\$7,500.00</b>

2019 3 161 MESI - Homelessness Prevention

	6307876	10	Completed	9/24/2019	2019	B19MC20000	EN	\$8,743.02
	6317726	9	Completed	10/24/2019	2019	B19MC20000	EN	\$5,412.61
	6326236	10	Completed	11/21/2019	2019	B19MC20000	EN	\$918.24
	6341017	10	Completed	1/14/2020	2019	B19MC20000	EN	\$6,616.32
	6361999	10	Completed	3/18/2020	2019	B19MC20000	EN	\$2,038.21
	6373008	10	Completed	4/28/2020	2019	B19MC20000	EN	\$5,588.64
	6380173	9	Completed	5/26/2020	2019	B19MC20000	EN	\$5,165.87
	6388198	10	Completed	6/23/2020	2019	B19MC20000	EN	\$5,517.09
<b>Activity Total</b>								<b>\$40,000.00</b>

2019 3 162 PMHS - Benefits

	6307876	11	Completed	9/24/2019	2019	B19MC20000	EN	\$3,358.16
	6317726	10	Completed	10/24/2019	2019	B19MC20000	EN	\$1,861.20
	6326236	11	Completed	11/21/2019	2019	B19MC20000	EN	\$1,678.79
	6341017	11	Completed	1/14/2020	2019	B19MC20000	EN	\$1,488.45
	6351578	9	Completed	2/18/2020	2019	B19MC20000	EN	\$3,543.86
	6373008	11	Completed	4/28/2020	2019	B19MC20000	EN	\$3,632.68
	6380173	10	Completed	5/26/2020	2019	B19MC20000	EN	\$1,703.53
	6388198	11	Completed	6/23/2020	2019	B19MC20000	EN	\$1,706.23
Y	6397764	9	Completed	7/24/2020	2019	B19MC20000	EN	\$2,227.10
<b>Activity Total</b>								<b>\$21,200.00</b>

2019 3 163 CASA-CAC

	6307876	12	Completed	9/24/2019	2019	B19MC20000	EN	\$1,516.66
	6317726	11	Completed	10/24/2019	2019	B19MC20000	EN	\$719.00
	6326236	12	Completed	11/21/2019	2019	B19MC20000	EN	\$758.33
	6341017	12	Completed	1/14/2020	2019	B19MC20000	EN	\$758.33
	6351578	10	Completed	2/18/2020	2019	B19MC20000	EN	\$1,136.00
	6373008	12	Completed	4/28/2020	2019	B19MC20000	EN	\$2,121.67
	6380173	11	Completed	5/26/2020	2019	B19MC20000	EN	\$728.00
	6388198	12	Completed	6/23/2020	2019	B19MC20000	EN	\$724.98
Y	6397764	10	Completed	7/24/2020	2019	B19MC20000	EN	\$637.03
<b>Activity Total</b>								<b>9,100.00</b>
<b>Project Total</b>								<b>82,390.00</b>

Formula and Competitive Grants only				Program Year	2019	B19MC200009	Total	369,230.21
2018 end	6317712	1	Completed	10/24/2019	2018	B18MC20000	EN	21,263.25
Total drawn and accounted for in PY 2019								<b>390,493.46</b>

# In The Matter of 2020-2024 CDBG Consolidated Plan

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 203.58

Payment Date \_\_\_\_\_



**2020-2024 CDBG Consolidated Plan  
and 2020 Annual Action Plan**

**Notice of Virtual Public Hearing**

The Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan and 2020 Annual Action Plan provide a basis and strategy for the use of funds allocated to the City of Manhattan by the U.S. Department of Housing and Urban Development (HUD.)

The 2020 CDBG Program Year will be funded with an estimated allocation of \$559,229.

CDBG 2020 Proposed Budget	
<b>CDBG Allocation</b>	<b>\$559,229</b>
Grant Administration & Planning	\$109,261
Housing Rehabilitation	\$181,090
Public Services	\$83,878
Public Infrastructure	\$185,000
<b>Total Proposed CDBG Program</b>	<b>\$559,229</b>

All interested citizens can review and/or download the 2020-2024 Consolidated Plan and the 2020 Annual Action Plan on the City's web page [www.cityofmhk.com/CDBG](http://www.cityofmhk.com/CDBG). For non-English speakers, the City website has a translation page to convert text to multiple other languages. Para los que no hablan inglés, el sitio web de la ciudad tiene una página de traducción para convertir texto a varios otros idiomas.

Due to the ongoing Pandemic, the **Manhattan City Commission will conduct a Virtual Public Hearing during the televised City Commission meeting, at 7pm on May 5, 2020**, to receive any final public comments on the CDBG Plans. The Public may watch this hearing on Local Cable Channel 3, on Facebook, or stream it live using the City of Manhattan "Watch a Meeting" on-line service found on the home page of the City's website. This hearing will also be recorded for later viewing.

**To Participate In This Virtual Public Hearing:** If you are interested in submitting written comments, or speaking during the virtual public hearing, go to [www.cityofmhk.com/ccVirtualPublicHearing](http://www.cityofmhk.com/ccVirtualPublicHearing) and follow the directions for submitting written comments, or to register to speak during the City Commission's Public Hearing on the CDBG Plans.

General questions on the CDBG Plans may be directed by email to Christina L'Ecuyer, Grant Administrator at [lecuyer@cityofmhk.com](mailto:lecuyer@cityofmhk.com); or by phone at (785) 587-2430.

This public hearing is being held using Zoom Webinar. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.

I, Robin Phelan being first duly sworn, depose and say:  
That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 29th day of April, 2020 with subsequent publications being made on the following dates:

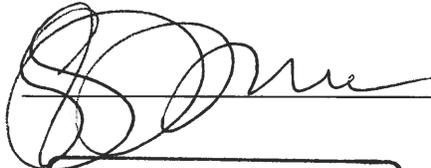
On the \_\_\_ day of \_\_\_\_\_, 2020

On the \_\_\_ day of \_\_\_\_\_, 2020

On the \_\_\_ day of \_\_\_\_\_, 2020

  
\_\_\_\_\_

Subscribed and sworn to before me this 30<sup>th</sup> day  
of April, 2020.

  
\_\_\_\_\_ Notary Public

Notary Seal

**SAMANTHA FOSHA**  
Notary Public - State of Kansas  
My Appt. Expires 05/05/2021



## 2020-2024 CDBG Consolidated Plan and 2020 Annual Action Plan

### Notice of Virtual Public Hearing

The Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan and 2020 Annual Action Plan provide a basis and strategy for the use of funds allocated to the City of Manhattan by the U.S. Department of Housing and Urban Development (HUD.)

The 2020 CDBG Program Year will be funded with an estimated allocation of \$559,229.

#### CDBG 2020 Proposed Budget

CDBG Allocation	\$559,229
Grant Administration & Planning	\$109,261
Housing Rehabilitation	\$181,090
Public Services	\$83,878
Public Infrastructure	\$185,000
<b>Total Proposed CDBG Program</b>	<b>\$559,229</b>

All interested citizens can review and/or download the 2020-2024 Consolidated Plan and the 2020 Annual Action Plan on the City's web page [www.cityofmnhk.com/CDBG](http://www.cityofmnhk.com/CDBG). For non-English speakers, the City website has a translation page to convert text to multiple other languages. Para los que no hablan inglés, el sitio web de la ciudad tiene una página de traducción para convertir texto a varios otros idiomas.

Due to the ongoing Pandemic, the **Manhattan City Commission will conduct a Virtual Public Hearing during the televised City Commission meeting, at 7pm on May 5, 2020**, to receive any final public comments on the CDBG Plans. The Public may watch this hearing on Local Cable Channel 3, on Facebook, or stream it live using the City of Manhattan "**Watch a Meeting**" on-line service found on the home page of the City's website. This hearing will also be recorded for later viewing.

**To Participate In This Virtual Public Hearing:** If you are interested in submitting written comments, or speaking during the virtual public hearing, go to [www.cityofmnhk.com/ccVirtualPublicHearing](http://www.cityofmnhk.com/ccVirtualPublicHearing) and follow the directions for submitting written comments, or to register to speak during the City Commission's Public Hearing on the CDBG Plans.

General questions on the CDBG Plans may be directed by email to Christina L'Ecuyer, Grant Administrator at [lecuyer@cityofmnhk.com](mailto:lecuyer@cityofmnhk.com); or by phone at (785) 587-2430.

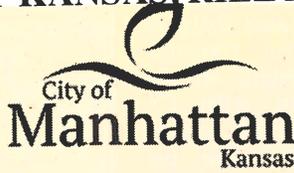
This public hearing is being held using Zoom Webinar. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.

# In The Matter of 2020-2024 CDBG Consolidated Plan

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 177.86

Payment Date \_\_\_\_\_



**2020-2024 CDBG Consolidated Plan  
and 2020 Annual Action Plan**

**Notice of Public Comment Period and  
Public Hearing**

The Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan and 2020 Annual Action Plan provides a basis and strategy for the use of funds allocated to the City of Manhattan by the U.S. Department of Housing and Urban Development (HUD.)

The 2020 CDBG Program Year will be funded with an estimated allocation of \$559,229.

The City encourages all interested citizens to review and comment on the 2020-2024 Consolidated Plan and the 2020 Annual Action Plan. Beginning **March 29, 2020**, through **April 28, 2020**, the documents will be available for review and download on the City's web page [www.cityofmnhk.com/cdbg](http://www.cityofmnhk.com/cdbg), and a copy of the link is available on the Manhattan Public Library website. Due to the current Pandemic, the City will conduct a review of the Plans during the **televised City Commission meeting on April 7, 2020**. The Public may watch this meeting on Local cable Channel 3 or stream it live using the City of Manhattan **"Watch a Meeting"** on-line service found on the home page of the City's website. This meeting will be recorded for later viewing.

An on-line Public Comment Form will be available during the entire 30-day review period for public use on the City's webpage at:  
<https://cityofmnhk.com/cdbg>

**CDBG 2020 Proposed Investment Budget**

CDBG Allocation	\$559,229
Grant Administration & Planning	\$109,261
Housing Rehabilitation	\$181,090
Public Services	\$83,878
Public Infrastructure	\$185,000
<b>Total Proposed CDBG Program</b>	<b>\$559,229</b>

Questions and comments may also be submitted in writing to the Community Development Department, 1101 Poyntz Avenue, Manhattan KS 66502, or by email to [lecuyer@cityofmnhk.com](mailto:lecuyer@cityofmnhk.com); or by phone at (785) 587-2430.



This meeting is being held in the City Commission Room at City Hall. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.

I, Robin Phelan being first duly sworn, depose and say:  
That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 29th day of March, 2020 with subsequent publications being made on the following dates:

On the \_\_\_ day of \_\_\_\_\_, 2020

On the \_\_\_ day of \_\_\_\_\_, 2020

On the \_\_\_ day of \_\_\_\_\_, 2020

*Robin T Phelan*

Subscribed and sworn to before me this 30th day of March, 2020.

*[Signature]*

Notary Public

Notary Seal



# In The Matter of Community Development Block Grant

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 105.05

Payment Date \_\_\_\_\_

  
City of  
**Manhattan**  
Kansas

**Community Development Block Grant  
2020-2024 Consolidated Plan  
And  
2020 Program Year Annual Plan  
Public Input Meeting and Online Suggestion Box**

The City of Manhattan invites all interested persons to a Public Meeting to provide input for the Community Development Block Grant (CDBG) 2020-2024 Consolidated Plan and to discuss projects for potential funding in the 2020 Annual Action Plan Application.

This meeting will be held on **Thursday, November 7, 2019 beginning at 5:30 PM**, in the City Commission Room at Manhattan City Hall, 1101 Poyntz Avenue.

Citizens may submit project suggestions online using the CDBG Suggestion Box Input Form, which will be available at [www.cityofmnhk.com/CDBG](http://www.cityofmnhk.com/CDBG) from **Sunday, October 27, 2019, to Monday, December 16, 2019**. For more information please contact:

Christina L'Ecuyer, Grant Administrator  
Community Development Department  
1101 Poyntz Avenue Manhattan, KS 66502  
[lecuyer@cityofmnhk.com](mailto:lecuyer@cityofmnhk.com)  
(785) 587-2430

 This meeting is being held in the City Commission Room at City Hall. In accordance with provisions of the ADA, every attempt will be made to accommodate the needs of persons with disabilities. Please contact the Human Resources Department (587-2443) for assistance.

I, Robin Phelan being first duly sworn, depose and say: That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 27th day of October, 2019 with subsequent publications being made on the following dates:

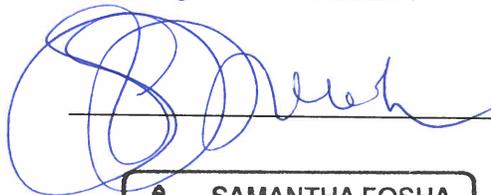
On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019



Subscribed and sworn to before me this 29th day  
of October, 2019.

 Notary Public



Notary Seal

# In The Matter of Community Development Block Grant (CDBG) 2020

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 105.05

Payment Date \_\_\_\_\_



**City of Manhattan**  
Kansas

**Community Development Block Grant (CDBG) 2020**  
**Public Services - Request for Proposals**  
**October 20, 2019**

The City of Manhattan is requesting proposals from qualified organizations for the provision of public service activities in the CDBG 2020 Program Year which begins July 1, 2020 and ends June 30, 2021.

Funding will be allocated to the City by the U.S. Department of Housing and Urban Development (HUD), through the CDBG Program to support eligible Public Services which exclusively benefit low and moderate income persons as defined by HUD. Public Services proposed must either be new activities or expansions of existing activities. Current CDBG public services may re-apply to continue delivery of services.

The request for proposal application, instructions and eligible activities list are available on the City of Manhattan website: <http://www.cityofmhk.com/cdbg>

Proposal applications are due to the Community Development department at City Hall by 5:00 pm on December 9, 2019.

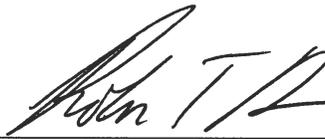
For more information please contact:  
Christina L'Ecuyer, Grant Administrator  
City of Manhattan Community Development Department  
1101 Poyntz Avenue Manhattan, KS 66502  
[lecuyer@cityofmhk.com](mailto:lecuyer@cityofmhk.com)  
(785) 587-2430

I, Robin Phelan being first duly sworn, depose and say:  
That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 20th day of October, 2019 with subsequent publications being made on the following dates:

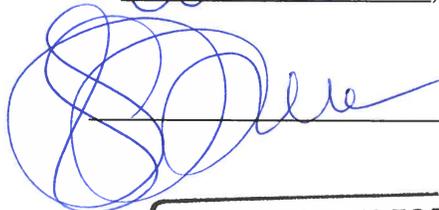
On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019



Subscribed and sworn to before me this 24th day  
of October, 2019.

 Notary Public

Notary Seal

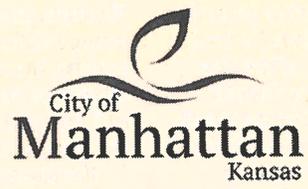


# In The Matter of NOTICE TO CITIZENS OPPORTUNITY FOR WORK

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 163.52

Payment Date \_\_\_\_\_



### NOTICE TO CITIZENS OPPORTUNITY FOR WORK

Published in *The Manhattan Mercury* on May 10, 2020

The City of Manhattan receives federal funds through the Community Development Block Grant (CDBG) Entitlement Program. From time to time the City uses these funds to construct public improvements and will request bids from qualified contractors.

Section 3 of the Housing and Urban Development Act of 1968, as amended through 1994, provides that to the greatest extent feasible, preference for economic opportunities will be given to citizens in Manhattan who are determined to be low and moderate-income individuals. A low- or moderate income individual can be qualified by documenting household income of less than 80 percent of the Manhattan area median income. Opportunities such as job training and employment that arise through these CDBG funded projects will be directed toward Manhattan residents. Contractors can be eligible for a Section 3 Contract as awarded in connection with CDBG projects if they meet one of the following definitions:

- Business is owned by 51 percent or more Section 3 residents;
- Business employs Section 3 residents in full-time positions;
- Businesses who sub-contract with other businesses which provide economic opportunity to Section 3 residents.

Section 3 requirements apply to the City as a CDBG Entitlement Grantee since the award received is over \$200,000, and to all contractors and subcontractors with awards over \$100,000 when the \$200,000 threshold is met.

If you wish to determine if you qualify as a Section 3 Resident or Firm, or have an interest in serving as a Section 3 sub-contractor for future bids, please contact:

Christina L'Ecuyer, Grant Administrator  
Community Development Department  
1101 Poyntz Avenue Manhattan, KS 66502  
lecuyer@cityofmhk.com  
(785) 587-2430

I, Robin Phelan being first duly sworn, depose and say:  
That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 10th day of May, 2020 with subsequent publications being made on the following dates:

On the \_\_\_ day of \_\_\_\_\_, 2020

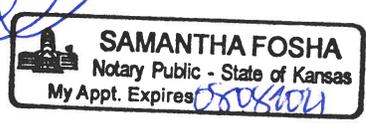
On the \_\_\_ day of \_\_\_\_\_, 2020

On the \_\_\_ day of \_\_\_\_\_, 2020

  
\_\_\_\_\_

Subscribed and sworn to before me this 13<sup>th</sup> day of May, 2020.

  
\_\_\_\_\_ Notary Public



Notary Seal

**In The Matter of NOTICE TO CITIZENS**

STATE OF KANSAS, RILEY COUNTY, ss

Printer's Fee \$ 105.05

Payment Date \_\_\_\_\_



**NOTICE TO CITIZENS  
OPPORTUNITY FOR WORK**  
Published in *The Manhattan Mercury* on October 6, 2019

The City of Manhattan receives federal funds through the Community Development Block Grant (CDBG) Entitlement Program. From time to time the City uses these funds to construct public improvements and will request bids from qualified contractors.

Section 3 of the Housing and Urban Development Act of 1968, as amended through 1994, provides that to the greatest extent feasible, preference for economic opportunities will be given to citizens in Manhattan who are determined to be low and moderate income individuals. A low or moderate income individual can be qualified by documenting household income of less than 80 percent of the Manhattan area median income. Opportunities such as job training and employment that arise through these CDBG funded projects will be directed toward Manhattan residents. Contractors can be eligible for a Section 3 Contract as awarded in connection with CDBG projects if they meet one of the following definitions:

- Business is owned by 51 percent or more Section 3 residents;
- Business employs Section 3 residents in full-time positions;
- Businesses who subcontract with other businesses which provide economic opportunity to Section 3 residents.

Section 3 requirements apply to the City as a CDBG Entitlement Grantee since the award received is over \$200,000, and to all contractors and sub-contracts with awards over \$100,000 when the \$200,000 threshold is met.

If you wish to determine if you qualify as a Section 3 Resident or Firm, or have an interest in serving as a Section 3 subcontractor for future bids, please contact:

Christina L'Ecuyer, Grant Administrator  
Community Development Department  
1101 Poyntz Avenue Manhattan, KS 66502  
lecuyer@cityofmhk.com

I, Robin Phelan being first duly sworn, depose and say:  
That I am Advertising Director of *The Manhattan Mercury*, a daily newspaper printed in the State of Kansas, and published in and of general circulation in Riley County, Kansas, with a general paid circulation on a daily basis in Riley County, Kansas and that said newspaper is not a trade, religious or fraternal publication. Said newspaper is a daily published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Manhattan in said County as second class matter. That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for one consecutive insertion the first publication thereof being made as aforesaid on the 6th day of October, 2019 with subsequent publications being made on the following dates:

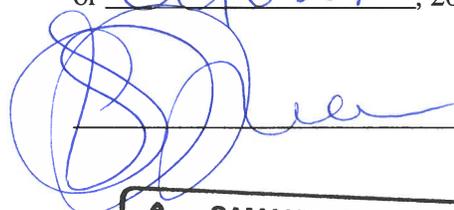
On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019

On the \_\_\_ day of \_\_\_\_\_, 2019



Subscribed and sworn to before me this 8th day  
of October, 2019.

 Notary Public

Notary Seal

**SAMANTHA FOSHA**  
Notary Public - State of Kansas  
My Appt. Expires 08/20/21

**From:** [Hill, Donna M](#)  
**To:** [Christina L'Ecuyer](#)  
**Subject:** RE: CAPER Waiver for Manhattan.  
**Date:** Wednesday, September 30, 2020 12:32:42 PM

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Thanks for letting me know. Let me know when you do submit.  
Donna

---

**From:** Christina L'Ecuyer <LEcuyer@cityofmhc.com>  
**Sent:** Wednesday, September 30, 2020 10:57 AM  
**To:** CPD\_COVID-19WaiverKC <CPD\_COVID-19WaiverKC@hud.gov>; Buckner, Dana <Dana.Buckner@hud.gov>  
**Cc:** Hill, Donna M <Donna.M.Hill@hud.gov>; Eric Cattell <CATTELL@cityofmhc.com>  
**Subject:** RE: CAPER Waiver for Manhattan.

This is an update regarding Manhattan's planned submission of the PY 2019 CAPER today. There is an issue in IDIS when adding a new year into the PR-26, that HUD is working to resolve. It is unlikely that City of Manhattan, KS PY 2019 CAPER will be submitted today. The CAPER will be submitted as soon as the issue is resolved, and the PR-26 can be completed.

**Message from HUD Exchange Ask A Question Staff Member, September 28, 2020:**

Hello Christina,  
Thank you for your inquiry. Several IDIS users have reported this issue with the PR26 report. The IDIS Programmers are investigating the issue, and we will send a response once we have more information.  
Thank you.

Thanks for your patience.

Christina L'Ecuyer  
Manhattan, KS – Community Development  
(785) 587 2430

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**From:** Christina L'Ecuyer  
**Sent:** Friday, September 18, 2020 8:49 AM  
**To:** 'CPD\_COVID-19WaiverKC@HUD.gov' <[CPD\\_COVID-19WaiverKC@HUD.gov](mailto:CPD_COVID-19WaiverKC@HUD.gov)>; Buckner, Dana <[Dana.Buckner@hud.gov](mailto:Dana.Buckner@hud.gov)>  
**Cc:** 'Hill, Donna M' <[Donna.M.Hill@hud.gov](mailto:Donna.M.Hill@hud.gov)>; Eric Cattell <[CATTELL@cityofmhc.com](mailto:CATTELL@cityofmhc.com)>  
**Subject:** CAPER Waiver for Manhattan.

In the HUD Memorandum dated May 7<sup>th</sup>, 2020, HUD's Acting Assistant Secretary John Gibbs announced the, "Availability of a Waiver and Alternate Requirement for the Consolidated Annual Performance and Evaluation Report (Performance Report) for Community Planning and Development (CPD) Grant Programs in Response to the Spread of Coronavirus".

This Memorandum provides a waiver for submission of the CDBG Program Year

2019 CAPER, extending the due date from 90 days after the end of the grant year to 180 days after the grant year. As a result of the COVID-19 virus, the City of Manhattan, KS is operating under extenuating circumstances and needs additional time for this administrative requirement.

The City of Manhattan advises that it intends to submit the PY 2019 CAPER on September 30, 2020, to the HUD Region VII CPD Office.

Christina L. L'Ecuyer  
Grant Administrator  
Community Development  
City of Manhattan, KS  
(785) 587-2430



April 24, 2020

Dana Buckner, Director  
Office of Community Planning and Development  
U.S. Department of Housing and Community Development, Region VII  
400 State Avenue, Room 200  
Kansas City, Kansas 66101-2406

RE: Request for Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19

Dear Ms. Buckner,

In December 2019, a new coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-19 that has now spread globally. In March 2020, the World Health Organization declared the coronavirus outbreak a pandemic and President Trump declared the outbreak a national emergency.

On March 12, 2020, the Governor of Kansas declared a state of disaster emergency, limiting large gatherings and limiting the movement of residents; and on March 24, 2020, issued an executive order limiting public gatherings to no more than ten (10) people; and on March 28, 2020, issued a state-wide stay at home order from March 30<sup>th</sup> until April 19<sup>th</sup>, 2020; and subsequently extended the stay at home order on April 16, 2020, until May 3, 2020, or until the state of disaster emergency expires, whichever is earlier. Consequently, the City of Manhattan is facing challenges in providing appropriate shelter options that are available for program participants who need to be separated from others because they are exhibiting symptoms. Other participants are providing additional training to staff on how to safely work with clients and prevent spreading the virus, or must obtain supplies to prevent the spread of the virus, and maintaining necessary staffing levels during the outbreak. Further, many program participants are suffering economic consequences from the mass shutdown of businesses and lack of availability of traditional mainstream benefits and resources.

The Memorandum issued on March 31, 2020, by John Gibbs, Acting Assistant Secretary, outlines the conditions that HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions for 17 federally funded programs. These regulatory provisions provide HUD the authority to make waiver determinations for consolidated planning requirements for all CPD formula programs.

The City of Manhattan therefore requests waivers for the following programs as enumerated on pages 7 and 13 of the attachment to the Memorandum, that occur within the City of Manhattan as an Entitlement Grantee, or as the Responsible Entity for pass-through of state sponsored programs, and as the Responsible Entity for the local Public Housing Authorities:

8. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Public Comment Period for Consolidated Plan Amendment
9. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Reasonable Notice and Opportunity to Comment

The City anticipates beginning use of these waivers immediately upon approval of this waiver request.

Sincerely,



Usha Reddi,  
Mayor

Enclosure: Memorandum regarding the Availability of Waivers

**Attachment #1 to Memorandum:**

**Procedure for Using Available Waivers of Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19**

This attachment provides further information on the process that grantees must follow to use the waiver flexibility provided in the memorandum.

Grantees must mail or email notification to the Community Planning and Development Director of the HUD Field Office serving the grantee.

The mail or email notification must be sent two days before the grantee anticipates using waiver flexibility, and include the following details:

- Requestor's name, title, and contact information;
- Declared-disaster area(s) where the waivers will be used;
- Date on which the grantee anticipates first use of the waiver flexibility; and
- A list of the waiver flexibilities the grantee will use:
  1. CoC Program - Fair Market Rent for Individual Units and Leasing Costs
  2. CoC Program - Disability Documentation for Permanent Supportive Housing (PSH)
  3. CoC Program – Limit on Eligible Housing Search and Counseling Services
  4. CoC Program - Permanent Housing-Rapid Re-housing Monthly Case Management
  5. CoC Program - Housing Quality Standards (HQS) – Initial Physical Inspection of Unit
  6. CoC Program - HQS – Re-Inspection of Units
  7. CoC Program – One-Year Lease Requirement
  8. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Public Comment Period for Consolidated Plan Amendment
  9. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Reasonable Notice and Opportunity to Comment
  10. ESG Program - HMIS Lead Activities
  11. ESG Program - Re-evaluations for Homelessness Prevention Assistance
  12. ESG Program - Housing Stability Case Management
  13. ESG Program - Restriction of Rental Assistance to Units with Rent at or Below FMR
  14. HOPWA Program – Self-Certification of Income and Credible Information on HIV Status
  15. HOPWA Program – FMR Rent Standard
  16. HOPWA Program – Property Standards for TBRA
  17. HOPWA Program - Space and Security

# Signature Requested

Final Audit Report

2020-04-30

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