

1. NSP3 Grantee Information

NSP3 Program Administrator Contact Information	
Name (Last, First)	Parise, Rita
Email Address	RRParise@Columbus.gov
Phone Number	614-645-6115
Mailing Address	50 W. Gay St, 3 rd FL

2. Areas of Greatest Need

Map Submission

The map generated at the HUD NSP3 Mapping Tool for Preparing Action Plan website is included as an attachment.

Data Sources Used to Determine Areas of Greatest Need

Describe the data sources used to determine the areas of greatest need.

Response:

The City of Columbus utilized the data sources provided by HUD User GIS Maps, primarily the NSP 3 Mapping tool. The tool assigns a NSP 3 needs score to each Census Tract—the score is a “risk” score based on the amount of houses seriously delinquent or in foreclosure as compared to the rest of the country. The data sources to determine the houses considered “seriously delinquent” include the change in unemployment, rate of high cost loans, and decrease in home values. Foreclosure data include data from Realty Trac and Mortgage Bankers Association. More information on the methodology can be found: <http://www.huduser.org/NSP/docs/NSP3%20Methodology.pdf>

Determination of Areas of Greatest Need and Applicable Tiers

Describe how the areas of greatest need were established and whether a tiered approach is being utilized to determine the distribution of funding.

Response:

Three separate areas are identified as the areas of greatest need on the attached “NSP 3 Map” and submitted on the NSP 3 Mapping Tool. The boundaries are established based on the anticipated amount of NSP 3 funds and the ability to address the required minimum number of units within each area. For each area, the City will utilize a tiered approach by focusing funds for redevelopment in a smaller sub-area and by allowing a larger area for demolition and land banking. The larger area is also used to permit flexibility on the location of the primary target area, depending on the ultimate availability of foreclosed or vacant property. The Land Bank is activity pursuing blighted properties via tax foreclosure, thus permitting the City to address blighted properties and redevelop homes in a coordinated manner. The areas are as follows (see Maps in Exhibit A):

1. Linden Village/ North Central Area
2. Innis Ave Area
3. Franklinton Area

3. Definitions and Descriptions

Definitions

Term	Definition
Blighted Structure	<p>In 2004, the City of Columbus updated the Columbus City Code (CCC) as a response to the increase of vacant structures (see Section 47 CCC link: http://ordlink.com/codes/columbus/). The update includes a set of definitions of structures deemed to constitute a public nuisance and establishes a process by which a structure is classified as a hazardous building. A building classified as hazardous is, by definition, both unoccupied and in violation of one or more City codes related to building, housing, nuisance abatement, fire, health, etc. Once identified as hazardous the building is declared a hazard and is noted as such in City records. For the purposes of NSP funded demolitions, any structure that is vacant and considered in violation of City building, health, housing, or nuisance abatement Codes will qualify as a “blighted structure” under the NSP rules and may be subject to demolition.</p> <p>In addition, City Building Officials may declare a building unsafe for human habitation under State of Ohio and Columbus Building Codes and order the demolition of that building. In such cases, the City will be obligated to demolish the building or correct the Building Code Violation(s).</p>
Affordable Rents	<p>For purposes of the 50% AMI projects, the City will use the HUD Income Guidelines for the Columbus MSA and rents will be capped at the lower of the Low HOME rent or the Fair Market Rent (FMR) with allowance for utilities (HUD-52267 Metropolitan Housing Authority Section 8 utility allowances). The maximum allowable rent for each year will be based on the rents as established by HUD for that year.</p> <p>For purposes of projects funded outside of the 50% AMI set aside, the City will use the HUD Income Guidelines for the Columbus MSA and rents will be capped at 125% of the FMR with allowance for utilities (HUD-52267 Metropolitan Housing Authority Section 8 utility allowances). The maximum allowable rent for each year will be based on 125% of the FMR as established by HUD for that year.</p>

Descriptions

Term	Definition
Long-Term Affordability	<p>The length of continued affordability will be governed by the rules as established by HUD for the HOME Investment Partnerships Program. Sites funded by the City will have both a mortgage and restrictive covenant with recapture requirement in the event that the term of affordability is not met. Recapture of any funds will be out of net proceeds of sale. Continued affordability of homeownership properties will be assured based on the liens on the title of each home from the mortgage and restrictive covenant. Any change in ownership will require notification to the city because it is in the chain of title. Continued affordability of rental and short term lease-purchase properties will be documented with annual owner reports to the city indicating occupancy of each unit, the income of the occupants and the rents charged for each unit. The city will reserve the right to monitor the units during the affordability period.</p>
Housing Rehabilitation Standards	<p>All housing projects under NSP3 will be energy efficient, green, healthy, environmentally friendly, lead safe, by using Energy Star rated, green compliant methods/materials/products/planning/design as mandated in Columbus and Franklin County's <u>AWARE Green/Universal Design Manual</u>. See link to AWARE manual: http://development.columbus.gov//housing/content.aspx?id=22682</p> <p>Some units will incorporate universal design features as described in the AWARE Manual. The AWARE standards shall be used in the writing of all project work specifications. This will insure that all NSP3 housing projects shall meet or exceed all the Energy Star and Enterprise Green Communities mandatory criteria for substantial rehabilitation and new construction.</p> <p>The City of Columbus and Franklin County have collaboratively created and adopted the AWARE Manual in an effort to reach the highest level of green and universal design standards in federally funded projects. The City desires to obtain the highest level of green possible within the parameters of funding and feasibility of each project. Water efficient toilets, showers and faucets such as those with the <u>WaterSense label</u> must be installed.</p> <p>All renovation work will be performed by City of Columbus Home Improvement Contractor (HIC) licensed contractors and licensed trade contractors. All renovation work will comply with all City of Columbus, Ohio Building, CABO, OBOA current building and housing codes. All work standards will meet or exceed the City of Columbus' Performance Manual for housing rehabilitation programs. All lead work will be performed by State of Ohio licensed lead abatement contractors and all renovation work will be performed by certified lead safe workers. All projects will be in compliance with HUD Environmental Review Regulations found at 24 CFR Part 58.[CoC3]. All construction will be performed at the highest quality and in a timely fashion. All workmanship is covered under an 12 Month Building Industry of</p>

America Approved Warranty. Final inspection, commissioning, energy audit and lead safe clearance will be conducted on every unit.

Additional Standards for Pre-and Post-development Work

1. An on-site **preliminary inspection** will be conducted to determine whether “gut-to-the-studs” is appropriate, and whether or not the unit is feasible for further pre-development work and renovation.
2. A licensed Structural Engineer will perform a **Structural Inspection** and provide a letter of opinion as the integrity of the structure. This letter is stamped with the engineer’s seal from the State of Ohio. The engineer’s letter and architectural plans will be used in correlation to renovate the structure.
3. A sewer camera will be used in a **Sewer Inspection** to determine the status of the sewer and recommend replacement or not.
4. **Architectural Specifications** will include instructions for: Fireproofing/Rating, (per Code as needed), specifications for bearing walls, Structural reinforcement including new headers for windows and doors, applying modern building codes to floor systems (reinforcing floor joists with 2x8 or 2x10 as needed) and adding steel beams if a determination is made that the old balloon system is not able to support the new load during renovation. (Structural Inspection input).
5. **Gut to Studs.** As determined in pre-inspection, the property is to be completely gutted, allowing for lead, rodent and pest abatement. All load bearing walls are marked. Structure is cleaned and all nails pulled from the studs. Property is to be cleared of all electrical wiring and fixtures, all plumbing lines and drains, and old HVAC systems. Property is then boarded up to code until renovation construction begins. If gut to studs is not appropriate, rehabilitation will be done based on work specifications noted below.
6. **Building Maintenance Manual.** Provide to property owners a manual that includes the following: a routine maintenance plan; instructions for all appliances, HVAC operation, water-system turnoffs, lighting equipment, paving materials and landscaping, pest control and other systems that are part of each occupancy unit; an occupancy turnover plan (rental properties) that describes the process of educating the tenant about proper use and maintenance of all building systems.
7. **Homeowner and New Resident Orientation with Occupant Manual** Provide an Occupant Manual (compact disc and/or printed) for homeowners and renters that explains the intent, benefits, use and maintenance of green building features and encourages additional green activities such as recycling, gardening and use of healthy cleaning materials, alternate measures for pest control, and purchase of green power. Provide a walk-through and orientation to the homeowner or new resident using the Occupant Manual that reviews the building’s green features, operations and maintenance

	<p>along with neighborhood conveniences.</p> <p>For the sale of land bank NSP acquired housing to homeowners or investors who are not utilizing NSP funding for development, all renovation work will be performed by the homeowners or a City of Columbus Home Improvement Contractor (HIC) licensed contractors and licensed trade contractors. All renovation work will comply with all City of Columbus, Ohio Building, CABO, OBOA current building and housing codes. All work standards will meet or exceed the City of Columbus’ Performance Manual for housing rehabilitation programs. All lead work will be performed by State of Ohio licensed lead abatement contractors and all renovation work will be performed by certified lead safe workers. All projects will be in compliance with HUD Environmental Review Regulations found at 24 CFR Part 58.[CoC3]. All construction will be performed at the highest quality and in a timely fashion. Every effort will be made to work with these purchasers to incorporate as many aspects of the AWARE standard of construction as possible.</p>
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4. Low-Income Targeting

Low-Income Set-Aside Amount

Enter the low-income set-aside percentage in the first field. The field for total funds set aside will populate based on the percentage entered in the first field and the total NSP3 grant.

<p>Identify the estimated amount of funds appropriated or otherwise made available under the NSP3 to be used to provide housing for individuals or families whose incomes do not exceed 50 percent of area median income.</p>
<p>Response:</p> <p>Total low-income set-aside percentage (must be no less than 25 percent): 25%</p> <p>Total funds set aside for low-income individuals = \$1,210,865</p>

Meeting Low-Income Target

<p>Provide a summary that describes the manner in which the low-income targeting goals will be met.</p>
<p>Response:</p> <p>The low income targeting goal will be met by investing the 25% Set aside in one Low Income Housing Tax Credit (LIHTC) project in a defined target area of greatest need. The City is working with one nonprofit CHDO and one for-profit developer on a potential partnership to develop the LIHTC project and complete an application to the Ohio Housing Finance Agency.</p>

5. Acquisition and Relocation

Demolition or Conversion of LMI Units

<p>Does the grantee intend to demolish or convert any low- and moderate-income dwelling units (i.e., ≤ 80% of area median income)?</p>	<p>Yes</p>
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If yes, fill in the table below.

Question	Number of Units
The number of low- and moderate-income dwelling units—i.e., ≤ 80% of area median income—reasonably expected to be demolished or converted as a direct result of NSP-assisted activities.	35
The number of NSP affordable housing units made available to low-, moderate-, and middle-income households—i.e., ≤ 120% of area median income—reasonably expected to be produced by activity and income level as provided for in DRGR, by each NSP activity providing such housing (including a proposed time schedule for commencement and completion).	11 to 16
The number of dwelling units reasonably expected to be made available for households whose income does not exceed 50 percent of area median income.	35 to 40

6. Public Comment

Citizen Participation Plan

Briefly describe how the grantee followed its citizen participation plan regarding this proposed substantial amendment or abbreviated plan.
The City of Columbus, Ohio offered the Proposed Neighborhood Stabilization Program 3 (NSP3) Application, City of Columbus 2010 Action Plan Amendment, for public consultation. The regulations associated with the NSP3 program require that the draft application be placed on the city’s website and that a 15 day public comment period occur prior to submission of the application to HUD. The application was placed on the city’s website on January 21, 2011 with a public comment period from January 21 thru February 5, 2011.

Summary of Public Comments Received.

The summary of public comments received is included as an attachment.

7. NSP Information by Activity

Enter each activity name and fill in the corresponding information. If you have fewer than seven activities, please delete any extra activity fields. (For example, if you have three activities, you should delete the tables labeled “Activity Number 4,” “Activity Number 5,” “Activity Number 6,” and “Activity Number 7.” If you are unsure how to delete a table, see the instructions [above](#).

The field labeled “Total Budget for Activity” will populate based on the figures entered in the fields above it.

Consult the [NSP3 Program Design Guidebook](#) for guidance on completing the “Performance Measures” component of the activity tables below.

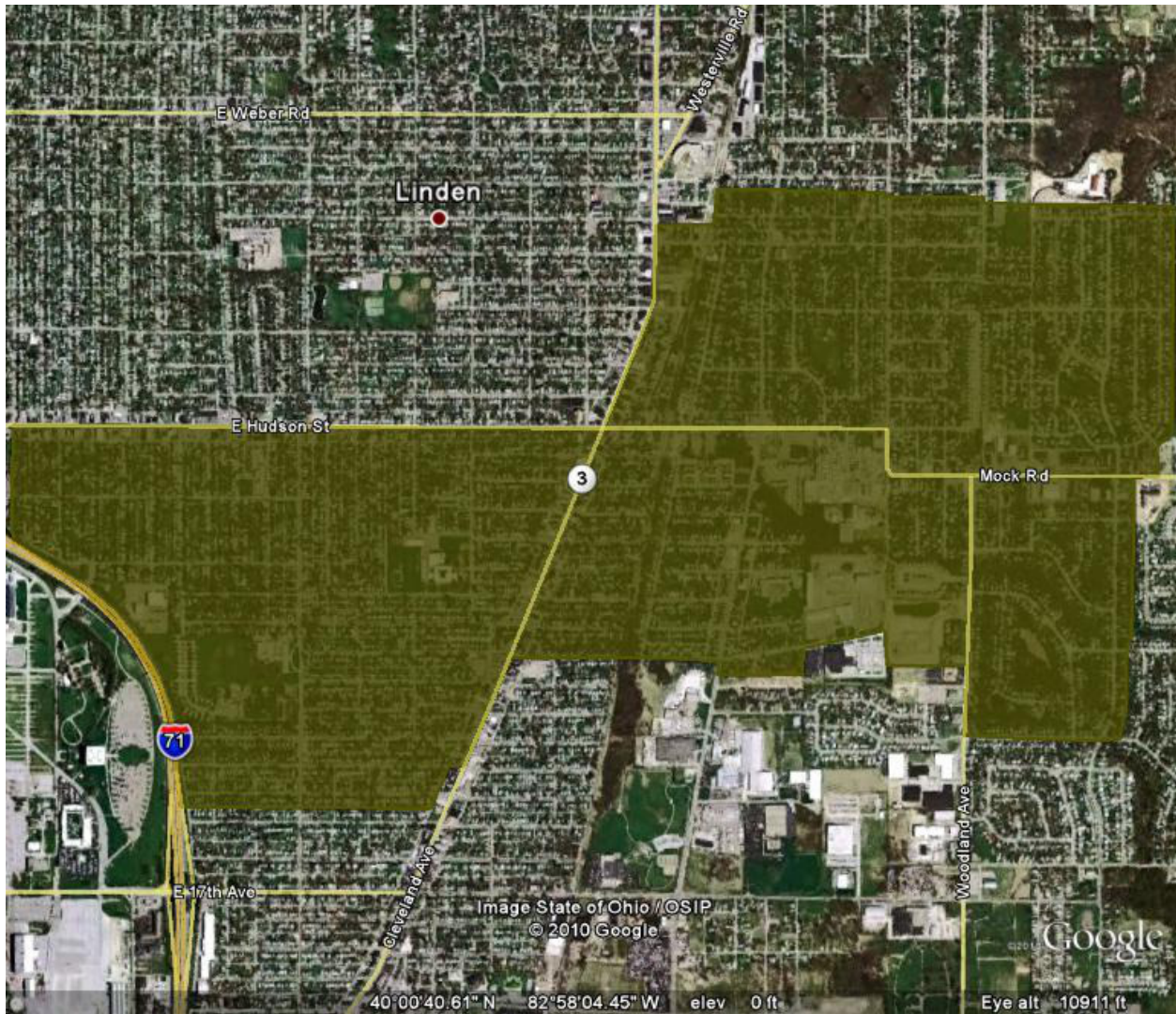
Activity Number 1		
Activity Name	NEIGHBORHOOD STABILIZATION FUND	
Uses	Select all that apply:	
	<input type="checkbox"/>	Eligible Use A: Financing Mechanisms
	<input checked="" type="checkbox"/>	Eligible Use B: Acquisition and Rehabilitation
	<input checked="" type="checkbox"/>	Eligible Use C: Land Banking
	<input type="checkbox"/>	Eligible Use D: Demolition
<input checked="" type="checkbox"/>	Eligible Use E: Redevelopment	
CDBG Activity or Activities	CDBG Eligible-24 CFR 570.201& 202; HUD Matrix - 14A, 14B, 14F, 14I and 12	
National Objective	Low Moderate Middle Income Housing (LMMH)	
Activity Description	<p>Homeownership Opportunities Program (HOP): provides construction and permanent financing (e.g. loans, grants, equity positions and soft second mortgages) for the rehabilitation or redevelopment of vacant, abandoned or foreclosed single family properties that have been acquired in designated NSP3 Areas of Greatest Need. All units will be energy efficient, green, healthy, environmentally friendly, and lead safe. Eligible activities include housing rehabilitation, new construction of residential housing, financial assistance to eligible homebuyers, short term (36 months or less) lease purchase housing and homebuyer counseling/education. This program will reduce the number of vacant, abandoned and foreclosed residential properties, increase the number of decent, safe and sanitary occupied residential properties, and increase the rate of homeownership in the City's designated NSP3 Areas of Greatest Need. Leverage funds will be pursued, the City will provide any additional financing needed. Performance measures reflect both the potential of leverage (10 units) and no leverage (7 units).</p>	
Location Description	NSP3 Areas of Greatest Need	
Budget	Source of Funding	Dollar Amount
	NSP3	\$1,945,000
	Private Funds	\$Unknown
	(Other funding source)	\$
Total Budget for Activity	\$1,945,000	
Performance Measures	HOP: Rehabilitation/Redevelopment/New = 11-16 units	
Projected Start Date	June 2011	
Projected End Date	June 2014	
Responsible Organization	Name	City of Columbus
	Location	50 W. Gay St. Columbus, OH 43215
	Administrator Contact Info	Rita Parise, Housing Administrator 614.645.6115 rrparise@columbus.gov

Activity Number 2		
Activity Name	ACQUISITION AND DEMOLITION FUND	
Use	Select all that apply: <input type="checkbox"/> Eligible Use A: Financing Mechanisms <input checked="" type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation <input checked="" type="checkbox"/> Eligible Use C: Land Banking <input checked="" type="checkbox"/> Eligible Use D: Demolition <input type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	CDBG Eligible- 24 CFR 570.201(a) & (b) & (d); HUD Matrix – 14G and 01, and 02	
National Objective	Low Moderate Middle Income Area Benefit (LMMA)	
Activity Description	The Columbus Land Bank has initiated tax foreclosures on approximately 100 properties within the NSP 3 target areas. It is anticipated that many of the houses will transfer to the Land Bank during the first year of the NSP 3 expenditure period and will qualify as blighted properties. The approach is based on an assumption that any investment to redevelop homes must be in coordination with comprehensive attempt to remove as much blighted property as possible. A small amount of funds are also reserved for Land Banking purposes to acquire additional properties and to maintain properties. The City will not expend more than 10% of the grant for demolition activities.	
Location Description	NSP3 Areas of Greatest Need	
Budget	Source of Funding	Dollar Amount
	NSP3	\$652,595
	(Other funding source)	\$
	(Other funding source)	\$
Total Budget for Activity	\$652,595	
Performance Measures	Acquisition = 10 Demolition = 35	
Projected Start Date	June 2011	
Projected End Date	June 2014	
Responsible Organization	Name	City of Columbus
	Location	50 W. Gay St. Columbus, OH 43215
	Administrator Contact Info	Rita Parise, Housing Administrator 614.645.6115 rrparise@columbus.gov

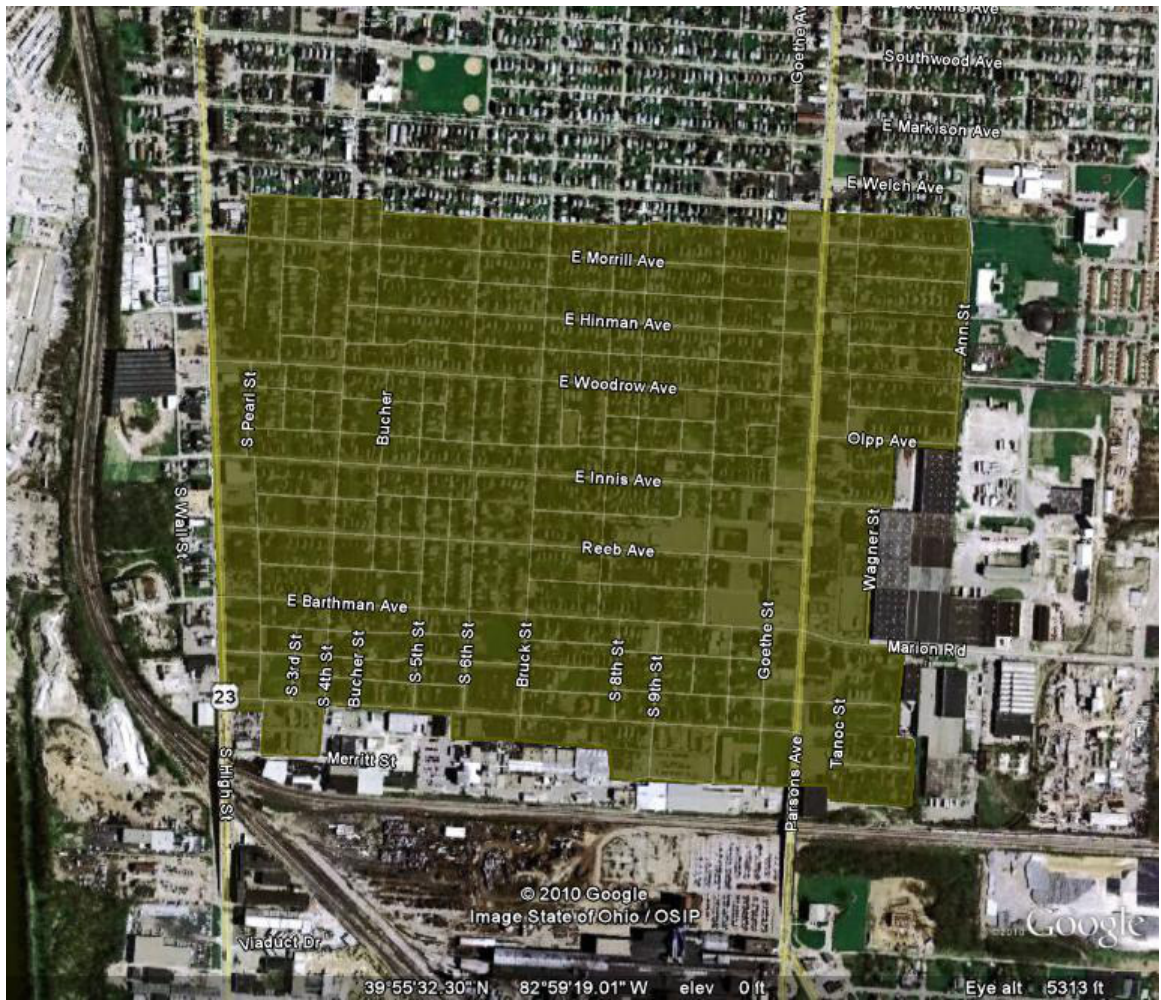
Activity Number 3		
Activity Name	50%AMI FUND	
Use	Select all that apply:	
	<input type="checkbox"/>	Eligible Use A: Financing Mechanisms
	<input checked="" type="checkbox"/>	Eligible Use B: Acquisition and Rehabilitation
	<input type="checkbox"/>	Eligible Use C: Land Banking
	<input type="checkbox"/>	Eligible Use D: Demolition
<input checked="" type="checkbox"/>	Eligible Use E: Redevelopment	
CDBG Activity or Activities	CDBG Eligible-24 CFR 570.201 & 202; HUD Matrix - 14A, 14B, 14F, 14I and 12	
National Objective	Low-Income Housing to Meet 25% Set-Aside (LH25)	
Activity Description	<p>Rental Opportunities Program: provides financing (e.g. loans, grants and equity positions) for the rehabilitation or redevelopment of vacant, abandoned or foreclosed single and multi family properties that have been acquired in designated NSP Areas of Greatest Need. This program will be used to meet the NSP3 requirement of a 25% Set aside for 50%AMI households.</p> <p>Eligible activities include housing rehabilitation and new construction of residential housing for eligible tenant households. This program will reduce the number of vacant, abandoned and foreclosed single and multi family residential properties and increase the number of available decent, safe and sanitary occupied residential rental properties in the City's designated NSP3 Areas of Greatest Need.</p> <p>In order to leverage funds for this effort, rental development entities will be encouraged to seek low income housing tax credits from the Ohio Housing Finance Agency. Recognizing the competitive nature of this resource, it will be the preferred strategy. If a competitive application is not successful, NSP funds will be used to do a limited number of 50% AMI rental units. Performance measures reflect both the potential of a tax credit award (30 units) and no tax credit award (7 units).</p>	
Location Description	NSP3 Areas of Greatest Need	
Budget	Source of Funding	Dollar Amount
	NSP3	\$1,210,865
	Private Sources	\$Unknown
	(Other funding source)	\$
Total Budget for Activity	\$1,210,865	
Performance Measures	Rehabilitation/Redevelopment/New = 35-40 units	
Projected Start Date	June 2012	
Projected End Date	June 2014	
Responsible Organization	Name	City of Columbus
	Location	50 W. Gay St. Columbus, OH 43215
	Administrator Contact Info	Rita Parise, Housing Administrator 614.645.6115 rrparise@columbus.gov

Activity Number 4		
Activity Name	ADMINISTRATION and PROJECT DELIVERY FUND	
Uses	Select all that apply: <input type="checkbox"/> Eligible Use A: Financing Mechanisms <input type="checkbox"/> Eligible Use B: Acquisition and Rehabilitation <input type="checkbox"/> Eligible Use C: Land Banking <input type="checkbox"/> Eligible Use D: Demolition <input type="checkbox"/> Eligible Use E: Redevelopment	
CDBG Activity or Activities	CDBG Eligible- 24 CFR 570.206; HUD Matrix - 21A, 14H, O1, O2, O6, 15	
National Objective	Not Applicable	
Activity Description	<p>Department of Finance and Management Grants Management: The staff of the Grants Management will assist in the administration of the Neighborhood Stabilization Program in a variety of financial and regulatory areas. Activities will include financial management, program monitoring, technical assistance, regulatory compliance, completion of required environmental reviews, loan servicing, prevailing wage compliance, project eligibility issues and the preparation of required federal reports. Major Components: Staff salaries, Advertising (publication of public notices), and Loan servicing costs (AmeriNational contract). These staff costs are administrative.</p> <p>Department of Development Fiscal Office: The staff of the Development Fiscal Office will assist in the administration of the Neighborhood Stabilization Program in a variety of financial and regulatory areas. Activities will include financial management, and data entry in the DRGR (HUD's reporting system). These staff costs are administrative. The City will not expend more than 10% of the grant for administration.</p> <p>Department of Development Housing Division, Land Redevelopment Office and Code Enforcement Division: Designated staff will provide direct support to projects being developed under Activities 1, 2, and/or 3. These staff costs are considered project delivery.</p>	
Location Description	Not Applicable	
Budget	Source of Funding	Dollar Amount
	NSP3	\$1,035,000
	(Other funding source)	\$
	(Other funding source)	\$
Total Budget for Activity	\$1,035,000	
Performance Measures	Not Applicable	
Projected Start Date	June 2011	
Projected End Date	June 2014	
Responsible Organization	Name	City of Columbus
	Location	50 W. Gay St. Columbus, OH 43215
	Administrator Contact Info	Rita Parise, Housing Administrator 614.645.6115 rrparise@columbus.gov

Exhibit A



Linden/ North Central Area of Greatest Need



Innis Ave Area of Greatest Need



Franklinton Area of Greatest Need