



**U.S. Department of Housing and Urban Development**

Detroit Field Office  
Office of Community Planning and Development  
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October 23, 2019

Joseph M. Murphy  
Director of Planning  
Community Development Department  
211 Williams Street  
Royal Oak, MI 48067

**SUBJECT:** 2019 Annual Plan Approval  
City of Royal Oak  
Community Development Block Grant (CDBG) Program  
B-19-MC-26-0011

Dear Mr. Murphy:

We are pleased to approve your Fiscal Year 2019 Annual Plan. The grant assistance that is being approved with the Plan is as follows:

Community Development Block Grant (CDBG) Program: **\$ 1,179,146**  
The total allocation for your community is: **\$ 1,179,146**

Your 2019 program year began on July 1, 2019

We would like to take this opportunity to commend the City of Royal Oak on your successful completion of this year's Annual Plan. We believe that the goals and objectives developed through this process provide the foundation for the formulation of new partnerships at all levels of government and with the private sector including for-profit and non-profit organizations. These partnerships are invaluable as you and your partners address the problems of affordable housing, homelessness, and economic opportunities for all citizens, particularly for very low-income, low-income and moderate-income persons.

Enclosed are two copies of each of the required Grant Agreements and Funding Approvals. This constitutes the contract between our Department and the City of Royal Oak. You should note any special conditions listed in the Funding Approvals. Please return an executed copy for each Grant to the Detroit Field Office of Community Planning and Development, and retain the other for your records. You may scan and email the signed Grant Agreements to my attention at: [DetroitCPD@hud.gov](mailto:DetroitCPD@hud.gov).

Again, we congratulate you and your staff on the preparation of this year's Annual Plan. We look forward to working with you during the year to accomplish the goals the City of Royal Oak has set forth and to further refine and improve the Consolidated Plan development process.

If you have any questions or concerns regarding this letter or other items related to the community development programs, please contact, Darrick Mallad, Community Planning and Development Representative, at (313) 234-7328 or [darrick.t.mallad@hud.gov](mailto:darrick.t.mallad@hud.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Keith E. Hernández".

Keith E. Hernández, AICP  
Director  
Office of Community Planning and Development

Enclosures

## Executive Summary

### AP-05 Executive Summary - 91.200(c), 91.220(b)

#### 1. Introduction

The City of Royal Oak's community development block grant (CDBG) objective is to address the housing and community development needs of low- and moderate-income (LMI) residents by taking advantage of opportunities to ensure decent and affordable housing, a suitable living environment and where applicable, expand economic development. This document will address the CDBG-funded activities, and how they achieve these objectives, for the city's CDBG program for PY2019.

#### Location Map

**City of Royal Oak relative to  
Metropolitan Detroit**



**location map - City of Royal Oak, Michigan**

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Royal Oak has developed the following community needs priorities/objectives:

### **Housing**

*Affordable Owner-Occupied and Renter-Occupied Housing* - To preserve and increase the supply of affordable owner and renter-occupied housing for LMI residents, through housing rehabilitation, new construction, advocacy, policies and regulations.

*Special Needs Housing* - To preserve and increase the supply of affordable housing with supportive services for special needs populations, including the frail elderly and disabled persons through housing rehabilitation, new construction, advocacy, policies and regulations.

*Fair Housing Choice* - To promote and ensure fair housing choice for all residents.

### **Homeless**

*Homeless Public Services* - To support public services that help those experiencing homelessness or those at-risk of becoming homeless to gain life skills and self-sufficiency.

*Homeless Housing* - To support existing housing for homeless, including emergency, transitional and permanent housing with supportive public services.

### **Neighborhood Investment**

*Public Improvements and Facilities* - To enhance and improve the level of service of the city's public facilities and infrastructure in CDBG target areas by identifying, designing and implementing unique projects.

*Blighted Property* - To eliminate blighted commercial properties which have an overwhelming negative impact on adjacent neighborhoods and present major obstacles to the overall redevelopment of corridors throughout the city.

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Single-family homes represent approximately 62% of the city's total land use. The overwhelming majority of these single-family homes were built prior to 1960. Since the inception of the CDBG program, Royal Oak has allocated tremendous resources to assist LMI single-family homeowners maintain and renovate their homes. The program is designed to provide grants and low or no interest loans for rehabilitation projects. It ensures affordability and preserves the aging housing stock. It's been successful at stabilizing neighborhoods city-wide. Royal Oak will continue to allocate CDBG resources to this activity.

In the fall of 2013, Royal Oak completed a large infrastructure project by leveraging CDBG funds from three program years. This project was able to transform a blighted corridor and has led to greater interest in real estate along the corridor. While it is difficult to allocate funds over several program years and meet the US Department of Housing & Urban Development's timeliness of expenditures requirements, Royal Oak believes that such projects will have a large impact on a corridor or neighborhood versus small scale projects spread across the entire city each year. Royal Oak will continue to identify, design and implement unique projects which transform corridors and neighborhoods.

Additionally, several years ago Royal Oak utilized CDBG funds to purchase and demolish a blighted property with a blighted corridor. Upon completion of the large-scale infrastructure project along the same blighted corridor, developers began to approach the city to purchase and redevelop the once blighted property. The property was sold and is currently under construction for a new concept of small scale apartments. The developer specifically selected the property and type of living environment due to the CDBG-funded infrastructure improvements which created a more pedestrian-friendly corridor to neighborhoods and downtown.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Public participation is an important part of the development process of the annual action plan. At the start of developing the annual action plan, staff distributed electronic and postal notice of the availability for agencies to submit application for funding. The notice was distributed to a wide variety of organizations that retain strong historical connections to Royal Oak's community needs efforts. The city's website contains an electronic application. The website posting makes the application more accessible to interested organizations. Organizations were able to submit applications during a four month timeframe. During the submittal process, city staff consults with staff from these agencies / organizations. Consulting with the agencies that help identify and address the city's priority needs is critical. Royal Oak residents know what is happening in their neighborhoods. Staff tries outreach efforts

to gain knowledge from residents by posting notices of public hearings, meetings, availability of documents, etc. Historically, a low percentage of residents provide input.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Public hearings were held at the October 23, 2018 and April 23, 2019 Royal Oak Rehabilitation Board of Appeals' meetings. No public comment was provided at either meeting. Additionally, the May 13, 2019, Royal Oak City Commission meeting included a public comment portion of the agenda. No public comment with regard to this annual action plan was provided. One individual spoke with regard to the CDBG program at the Royal Oak City Commission's May 23, 2019 PY 19-20 city-wide budget. There comments focused on the CDBG-funded R.O.S.E.S. program, housing rehabilitation program, parks and recreation improvements, and road improvements. The city allowed for a 30 day comment period prior to submitting this annual action plan. The deadline to receive written comments was May 31st. No written public comment was provided.



**AFFIDAVIT OF PUBLICATION**  
2125 Butterfield Dr, Suite 102N • Troy MI 48084

**City of Royal Oak Planning Dept.**  
211 Williams Street

**Royal Oak, MI 48068**  
Attention: DOUGLAS A HEDGES

**STATE OF MICHIGAN,  
COUNTY OF OAKLAND**

The undersigned Cindy Slater, being duly sworn the he/she is the principal clerk of Royal Oak Tribune, Oakland Press, theoaklandpress.com, published in the English language for the dissemination of local or transmitted news and intelligence of a general character, which are duly qualified newspapers, and the annexed hereto is a copy of certain order, notice, publication or advertisement of:

CITY OF ROYAL OAK 30-DAY PUBLIC COMMENT PERIOD NOTICE	
Notice is hereby given that a draft copy of the City of Royal Oak's Community Development Block Grant (CDBG) plan for the fiscal year 2019-2020 is available for review and public comment. The CDBG annual action plan is required by the US Department of Housing and Urban Development (HUD) to be developed in accordance with federal guidelines. It identifies how the city plans to expend CDBG funds during the next program year to meet the needs and objectives within its five-year community plan. The draft annual action plan will be available for review and comment during a 30-day period of review and comment from May 1st through May 31st. A summary of the proposed activities and funding levels for the proposed CDBG plan can be found on the City of Royal Oak's website at <a href="http://romi.gov/2804/Application-Documents">romi.gov/2804/Application-Documents</a> . A paper copy of the plan will be available for review and comment at the City of Royal Oak's office at 211 Williams Street, Royal Oak, MI 48067. The city will take all reasonable steps to provide a copy to disabled persons and non-English speaking persons. For more information, please contact Douglas A. Hedges, Office of Planning and Development, City of Royal Oak, 211 Williams Street, Royal Oak, MI 48067 or electronically at: <a href="mailto:dhedges@romi.gov">dhedges@romi.gov</a> or <a href="mailto:jomurphy@romi.gov">jomurphy@romi.gov</a> .	
CDBG annual action plan July 1, 2019 – June 30, 2020	
CDBG activities / expenditures public service ESOP – economic supportive services SCS – services for homeless individuals Housing – emergency shelter, rehabilitation assistance neighborhood tree replacement program park improvements – Fulton, Huron, Sibley & Woodland parks road improvements – 10th Street between Prairie Ave. & Harvard Ave. program administrative costs unanticipated expenses / contingency total estimated program expenditures	
funding level 1,000 20,000 650,000 150,000 550,000 600,000 200,000 70,146 2,270,146	
CDBG revenues entitlement allocation program income / residential rehab repayments total estimated revenues total estimated revenues	
1,170,146 250,000 800,000 2,270,146	
City of Royal Oak Joseph M Murphy, Director of Planning	

**City of Royal Oak Planning Dept.**

**Published in the following edition(s):**

Oakland Press	05/01/19
<a href="http://theoaklandpress.com">theoaklandpress.com</a>	05/01/19
Royal Oak Tribune	05/01/19



Sworn to the subscribed before me this 3rd May 2019

Notary Public, State of Michigan  
Acting in Oakland County

**Advertisement Information**

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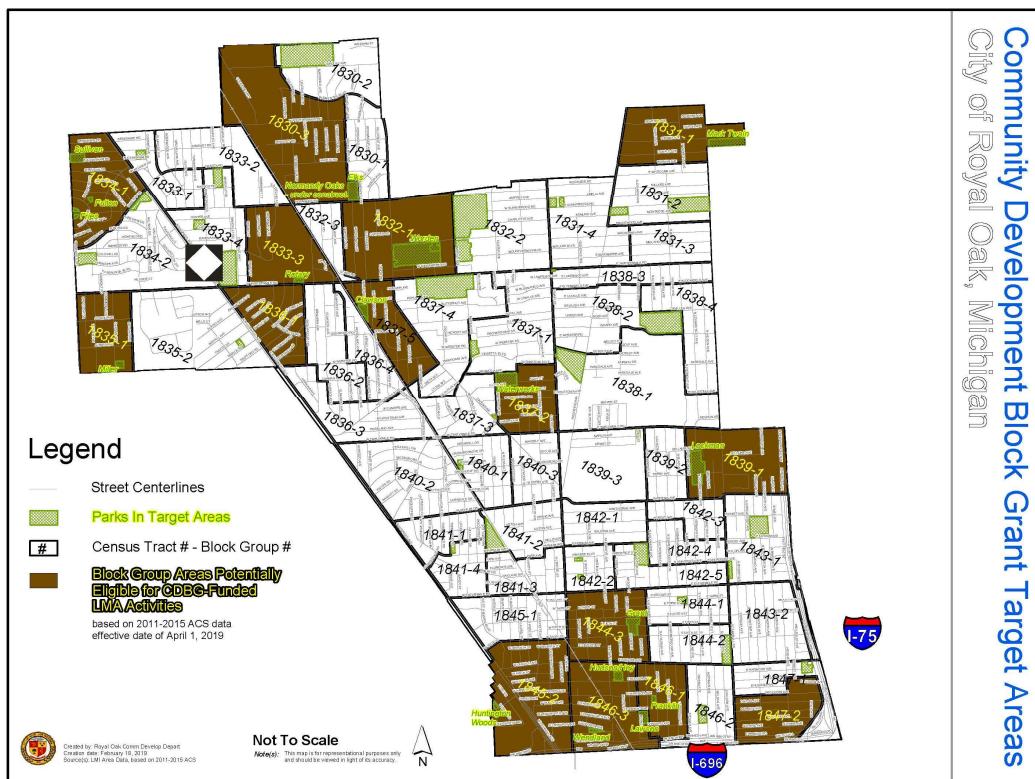
**Annual Action Plan  
2019**

## 6. Summary of comments or views not accepted and the reasons for not accepting them

Not applicable. No public comments were provided. Therefore, this circumstance did not present itself.

## 7. Summary

The annual action plan reflects the coordinated efforts of residents, volunteers, staff, elected officials, local public service agencies and private developers. This plan will help determine how federal funding and additional leveraged funding will be expended to address Royal Oak's community and housing priorities/needs under HUD's CDBG program.



CDBG target areas - low- to moderate-income block groups

## **PR-05 Lead & Responsible Agencies - 91.200(b)**

### **1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Administrator		Community Development Department-Planning Division

**Table 1 – Responsible Agencies**

### **Narrative**

The planning division of the City of Royal Oak's Community Development Department is responsible for overseeing the development of the consolidated plan. Staff has utilized several community planning initiatives to develop various components of the consolidated plan, including working with the city's rehabilitation board of appeals and city commission, meeting with various county and local government representatives including members of the Oakland County HOME Consortium on many occasions. The City of Royal Oak also works with community organizations and various city departments to provide public services and facilities to address the city's objectives in carrying out the consolidated plan.

### **Consolidated Plan Public Contact Information**

Joseph M. Murphy, Director of Planning

211 Williams St

City of Royal Oak, Michigan

joem@romi.gov

(248) 246-3285

## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

The planning division of the City of Royal Oak's Community Development Department, in cooperation with other government, non-profit and private agencies, Oakland County HOME Consortium members, and Oakland County's CoC, developed the five-year consolidated plan. A wide variety of nearly eighty (80) individual agencies, groups, and organizations were invited to participate in the process via consultation. The five-year consolidated plan allowed the city to develop its priority needs. The strategic plan provides an overview of why the city may spend CDBG program funds over the next five years to address its priority needs. During these five years, the city will focus its consultation efforts toward agencies and organizations that help the city address its priority needs. City staff will communicate and take funding applications from any service agency or organization. However, the city will expend its funds on its identified priorities.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

Each year the local CoC hosts a community resource day. Over forty local service agencies are present to provide individuals in need with access to housing, employment, health screening, food and much more. This is the single largest gathering of cross discipline social services in Oakland County. Several years ago, the event has been hosted by a local religious institution. The facility was limited in its capacity and availability of parking. In 2016, city staff reached out to the CoC Director and offered the city's farmers' market for the event. The farmers' market is a much larger facility and has an abundance of parking. The event has been host at the market for the past 3 years. More recently, on November 7, 2018.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The city is in regular communication with the director of the local CoC. This allows us to have one-on-one conversations to understand their efforts and assist in any way possible. The CoC and local service agencies are aware of the needs of homeless and at risk persons in the southeast portion of Oakland County. The CoC is charged with coordinating the HUD-required Point In Time (PIT) Count each January. Homeless and at risk individuals tend to be more concentrated in the Pontiac area and the southeast portion of Oakland County. The PIT Count requires a facility for over 100 volunteers to gather before being deployed through this portion of the county. The city provides use of its farmers' market at no cost. Additionally, the CoC organizes a Community Resource Day each November. This event is attended by over forty local service agencies are present to provide individuals in need with access to housing, employment, health screening, food and much more. This is the single largest gathering of cross

discipline social services in Oakland County. The city provides use of its farmers' market at no cost. City staff attends each of these events to see first hand the good work done by the CoC, service agencies and local volunteers.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Royal Oak does not receive ESG funds, but does provide feedback and assistance with the development of performance standards, evaluation, and development of policies and procedures when asked to provide input. During PY 2015 during the making of the upcoming consolidated plan, city staff met directly with local CoC, HMIS Administrator, and housing and supportive service providers on several occasions to become better informed on their efforts and the needs of their clients. Numerous agencies were provided notice of the city's community needs survey and availability of CDBG funds. As a result, the city developed precise community needs priorities/objectives to accomplish over the next five years. The city maintains on-going communication and consultation with housing and service providers.

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	City of Royal Oak
	<b>Agency/Group/Organization Type</b>	Housing Services-Elderly Persons Services-Persons with Disabilities Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Royal Oak's R.O.S.E.S. (Royal Oak Senior Essential Services) program was consulted to help determine the level of need for the service they provide to the community based on its prior relationship to the city's CDBG program. Additionally, they were invited to submit an application to receive CDBG funds to assist their efforts. There was no anticipated outcome prior to consultation.
2	<b>Agency/Group/Organization</b>	HAVEN
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency was consulted to help determine the level of need for the service they provide to the community based on its prior relationship to the city's CDBG program. Additionally, they were invited to submit an application to receive CDBG funds to assist their efforts. There was no anticipated outcome prior to consultation.

3	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b>	South Oakland Shelter Services - Housing Services-homeless Services-Health Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	This agency was consulted to help determine the level of need for the service they provide to the community based on its prior relationship to the city's CDBG program. Additionally, they were invited to submit an application to receive CDBG funds to assist their efforts. There was no anticipated outcome prior to consultation.
4	<b>Agency/Group/Organization</b> <b>Agency/Group/Organization Type</b>	OAKLAND COUNTY Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs

	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>This agency was consulted to help determine the level of need for the service they provide to the community based on its prior relationship to the city's CDBG program. Additionally, they were invited to submit an application to receive CDBG funds to assist their efforts. There was no anticipated outcome prior to consultation.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

none.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Alliance For Housing	<p>The strategic plan identifies several priority needs which overlap with the CoC's mission to "bring together stakeholders from private and public sectors to collectively determine a strategy to end homelessness and increase the supply of sustainable, affordable housing. The following priority needs align: services for victims of domestic violence &amp; sexual assault, mental health services, substance abuse services, transportation services, and operational costs of homeless assistance programs. The basis for the relative priority: According to the 2013 Annual State of Homelessness Report by the Alliance For Housing, 2013 HMIS data reveals that the top three reasons for homelessness for adults: eviction, domestic violence, and mental health issues. Assisting those in need with access to public services may reduce homelessness or rapidly re-house individuals.</p>

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Capital Improvement Plan	City of Royal Oak	The strategic plan identifies the need to improve parks and recreational facilities, infrastructure improvements in low- to moderate-income neighborhoods, conduct physical improvements to transportation corridors, and implement accessibility/barrier-free improvements to public facilities and transportation systems. Each year, as required by state law, the city reviews its capital improvement plan (CIP). The CIP facilitates the orderly planning of infrastructure improvements; to maintain, preserve and protect the city's existing infrastructure system; and provide for the acquisition and scheduled replacement of equipment to ensure the efficient delivery of services that the community desires. Many of the yearly CDBG-funded projects are implemented based on the CIP.
Master Plan	City of Royal Oak	The strategic plan identifies the need to improve parks and recreational facilities, infrastructure improvements in low- to moderate-income neighborhoods, conduct physical improvements to transportation corridors, and implement accessibility/barrier-free improvements to public facilities and transportation systems. The Royal Oak Master Plan identifies goals, objectives and strategies related to eight issues/topics: neighborhood preservation & residential land use, historic resources, downtown, commercial corridors, Woodward corridor, transportation and circulation, parks and recreation uses, and community resources and facilities. Many of the yearly CDBG-funded projects are implemented based on the master plan
Parks & Rec. Master Plan	City of Royal Oak	The strategic plan identifies the need to improve parks and recreational facilities. The city's parks and recreation master plan identifies park and recreation opportunities, conditions, needs, deficiencies, etc. Many of the yearly CDBG-funded projects are implemented based on the parks and recreation master plan.
HOME Consolidate Plan	Oakland County HOME Consortium	The strategic plan identifies the need to fund housing rehabilitation projects. The HOME Consortium Plan focuses in large part on rehabilitating existing dwelling with HOME funds.

Table 3 - Other local / regional / federal planning efforts

## Narrative

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation**

#### **Summarize citizen participation process and how it impacted goal-setting**

While the city provided the opportunity for public participation during the development of the PY2019 annual action plan, the city's goals have already been established in the strategic plan portion of the five-year consolidated plan. Any public comment during the development of the PY2019 annual action plan would not have modified the goals. The city provided two opportunities for public comment pertaining to the city's community development needs for the annual action plan at the October 23, 2018 and April 23, 2019 Royal Oak Rehabilitation Board of Appeals' meetings. No public comment was provided at the October 23, 2018 meeting. No public comment was provided at the April 23, 2019 meeting. Additionally, the Royal Oak City Commission openly discussed and finalized the PY2019 annual action plan at its May 13, 2019 meeting. While this was not a public hearing, all Royal Oak City Commission meetings allow the opportunity for public comment. No one provided comment with regard to this agenda item. Notice of the 30 day comment period (May 1st - May 31st) was published in The Daily Tribune, a local newspaper, and on the city's website on May 1, 2019. No written public comment were provided and therefore, none needed to be incorporated into the annual action plan.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/broad community	10/23/2018 Royal Oak Rehabilitation Board of Appeals meeting. A public hearing was held to obtain public comments pertaining to the city's community development needs for the program year 2019 annual action plan (July 1, 2019 - June 30, 2020). No one attended the public hearing.	none.	none.	<a href="https://www.romi.gov/272/Public-Notices">https://www.romi.gov/272/Public-Notices</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	Notice of Public Hearing published in The Daily Tribune (ad id. 1674713) October 10, 2018 for the October 23, 2018 Royal Oak Rehabilitation Board of Appeals' meeting.	n/a	n/a	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	04/23/2019 Royal Oak Rehabilitation Board of Appeals meeting. A public hearing was held to obtain public comments pertaining to the city's community development needs for the program year 2019 annual action plan (July 1, 2019 - June 30, 2020). No one attended the public hearing.	none.	none.	<a href="https://www.romi.gov/272/Public-Notices">https://www.romi.gov/272/Public-Notices</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Non-targeted/broad community	Notice of Public Hearing published in The Daily Tribune on April 3, 2019 for the April 23, 2019 Royal Oak Rehabilitation Board of Appeals' meeting.	n/a	n/a	
5	Public Meeting	Non-targeted/broad community	May 13, 2019 Royal Oak City Commission meeting			<a href="https://www.romi.gov/AgendaCenter/Search/?term=&amp;CIDs=11,2,3,6,&amp;startDate=&amp;endDate=&amp;dateRange=&amp;dateSelector=">https://www.romi.gov/AgendaCenter/Search/?term=&amp;CIDs=11,2,3,6,&amp;startDate=&amp;endDate=&amp;dateRange=&amp;dateSelector=</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Newspaper Ad	Non-targeted/broad community	<p>Notice of the 30 day comment period, with regard to the draft PY2019 annual action plan, was published in The Daily Tribune and on the city's website on May 1, 2019. Additionally, the draft PY2019 annual action plan was posted to the city's website <a href="https://www.romi.gov/280/Application-Documents">https://www.romi.gov/280/Application-Documents</a></p>			<p><a href="https://www.romi.gov/272/Public-Notices">https://www.romi.gov/272/Public-Notices</a></p>

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

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#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	1,179,146	250,000	850,000	2,279,146	0	

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

To receive CDBG funds from the City of Royal Oak, local organizations / agencies must provide an application and supplemental information detailing their funding sources and leverage opportunities for specific activities. The city does not require that organizations / agencies provide

"matching" non-CDBG or federal funds. The Royal Oak City Commission will weigh the value of the proposed activity in light of the goals of the city's consolidated plan and the likelihood that the activity would be implemented without the presence of CDBG funds. Subrecipient activities that would be implemented regardless of the city's CDBG allocation stand a greater likelihood of not being funded. Many of the public service subrecipients leverage a wide variety of funding sources. This is a standard practice. These organizations will not be penalized for this practice.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

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**Discussion**

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Gain Access To Public Services	2016	2020	Homeless Non-Homeless Special Needs		in-home services:seniors, frail elderly & disabled mental health services services for victims of domestic violence transportation services	CDBG: \$53,000	Public service activities other than Low/Moderate Income Housing Benefit: 75 Persons Assisted Homeless Person Overnight Shelter: 10 Persons Assisted Homelessness Prevention: 10 Persons Assisted
2	Improve Exit. Single-Family Homes & Affordability	2016	2020	Affordable Housing	City of Royal Oak	housing rehab; single-family, owner-occupied	CDBG: \$650,000	Homeowner Housing Rehabilitated: 35 Household Housing Unit
3	Improve Public Facilities & Infrastructure	2016	2020	Non-Housing Community Development	City of Royal Oak	facilities & infrastructure improv within LMAs improvements at parks and recreation facilities	CDBG: \$1,300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3225 Persons Assisted

Table 6 – Goals Summary

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Gain Access To Public Services
	<b>Goal Description</b>	
<b>2</b>	<b>Goal Name</b>	Improve Exit. Single-Family Homes & Affordability
	<b>Goal Description</b>	
<b>3</b>	<b>Goal Name</b>	Improve Public Facilities & Infrastructure
	<b>Goal Description</b>	

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

06/11/2019

The following is based on the results of the Royal Oak City Commission's May 13, 2019 meeting. The 30 day comment period extends from May 1, 2019 through May 31, 2019.

#	Project Name
1	R.O.S.E.S. - supportive services
2	homeless services - South Oakland Shelter
3	housing rehabilitation program - owner rehabilitation assistance
4	neighborhood tree replacement program
5	park improvements - Fulton, Huntington, Sullivan & Wendland parks
6	road improv. project - Judson Ave. between Prairie Ave. & Harvard Ave.
7	program administration

Table 7 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The PY 2019/2020 activities are consistent with the following priority needs identified in the strategic plan: in-home services for seniors, frail elderly & disabled, operational costs of homeless assistance programs, housing rehabilitation; single-family, owner-occupied, facilities & infrastructure improvements with low- to moderate-income areas, improvements to parks and recreation facilities, program administration. Activities found within the strategic plan are priorities for the city during the five year period commencing with PY2016. Additionally, the activities are consistent with the recommendation of the city's planning commission, parks and recreation advisory board, and rehabilitation board of appeals. These CDBG-funded activities help implement goals established by the Royal Oak City Commission in documents ranging from the city's master plan to yearly strategic plans created by the city commission. The allocation of a large sum of CDBG funds to park improvements allows the city to fulfill the city commission's objective of developing high quality parks that are a destination for recreational opportunities. The city will continue to expend CDBG funds to plant trees in its local neighborhoods. CDBG funds will allow the city to restore its tree canopy. This was identified recently as a major goal of the city commission. Paving Judson Avenue will provide a much need improvement to the street network in one of the city's CDBG target areas. The underserved may include special need individuals, minority concentrations, those experiencing homelessness or those at-risk of becoming homeless, victims of domestic violence or sexual assault, returning veterans, the frail and elderly, large families, etc. The city will allocate CDBG funds to its at-home senior assistance program (ROSES). CDBG funds will be provided to the South Oakland Shelter which assists those experiencing homelessness or those at-risk of becoming homeless. CDBG funds leverage their opportunity to further serve those in need within Royal Oak. Other than the city's ROSES program, the city relies on local

service agencies to know the needs of the underserved and fashion activities to meet those needs based on limited financial resources.

## **AP-38 Project Summary**

### **Project Summary Information**

<b>1</b>	<b>Project Name</b>	R.O.S.E.S. - supportive services
	<b>Target Area</b>	
	<b>Goals Supported</b>	Gain Access To Public Services
	<b>Needs Addressed</b>	in-home services:seniors, frail elderly & disabled
	<b>Funding</b>	CDBG: \$33,000
	<b>Description</b>	CDBG funds will be expended on supportive services for elderly, income qualified Royal Oak residents. The Royal Oak Senior Essential Services (R.O.S.E.S.) program is organized by staff at the city-owned senior center. Contracted workers perform subsidized home chores, minor repairs, and personal care assistance for income qualified residents. Home chores include household tasks such as snow shoveling, lawn mowing, yard work, etc. Home repairs, which do not require a licensed contractor, include minor plumbing, carpentry, and electrical work. Personal care may include assistance with activities of daily living.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that approximately 90 Royal Oak residents will participate in the ROSES program. It is further anticipated that the participants will receive a total of approximately 1,400 individual chores.
	<b>Location Description</b>	At individual residences.
	<b>Planned Activities</b>	Home chores include household tasks such as snow removal, lawn mowing, yard work, etc. Home repairs, which do not require a licensed contractor, include minor plumbing, carpentry, and electrical work. Personal care may include assistance with activities of daily living.

<b>2</b>	<b>Project Name</b>	homeless services - South Oakland Shelter
	<b>Target Area</b>	
	<b>Goals Supported</b>	Gain Access To Public Services
	<b>Needs Addressed</b>	operational costs of homeless assistance programs
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The South Oakland Shelter (SOS) provides a wide array of services designed to permanently remove individuals and families from the cycle of homelessness. CDBG funds will be utilized to reimburse SOS for services provided in its emergency shelter program. The program is designed to utilize case management services for individual clients to gain access to job and financial education training, food, transportation and lodging. It will assist those experiencing homelessness with a last known address of Royal Oak.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It's anticipated that approximately 25 at-risk or homeless individuals from Royal Oak will receive assistance.
	<b>Location Description</b>	-
	<b>Planned Activities</b>	The program is designed to utilize case management services for individual clients to gain access to job and financial education training, food, transportation, and lodging.

<b>3</b>	<b>Project Name</b>	housing rehabilitation program - owner rehabilitation assistance
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Exit. Single-Family Homes & Affordability
	<b>Needs Addressed</b>	housing rehab; single-family, owner-occupied
	<b>Funding</b>	CDBG: \$650,000
	<b>Description</b>	A city administered program to provide technical and financial assistance to low- and moderate-income residents of the city to rehabilitate owner-occupied single family houses on a city-wide basis.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is anticipated that approximately 35 Royal Oak homeowners will be assisted.
	<b>Location Description</b>	city-wide
	<b>Planned Activities</b>	The city's housing rehabilitation program offers technical and financial assistance to owners of single-family dwellings.

<b>4</b>	<b>Project Name</b>	neighborhood tree replacement program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Public Facilities & Infrastructure
	<b>Needs Addressed</b>	facilities & infrastructure improv within LMAs improvements at parks and recreation facilities
	<b>Funding</b>	CDBG: \$150,000
	<b>Description</b>	n the past 10 years, many trees have been removed within the city's public right-of-way, between the back of curb and sidewalk, OR within city parks due to disease or age. CDBG funds will be expended to hire a contractor to purchase and plant trees in these settings in low- to moderate-income neighborhoods in the city.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The tree planting program will focus on eligible CDBG target areas (LMI census tracks - block groups) on the north side of the city. PY 2019/2020 will focus on 1830-3 (300 LMI persons / 44.6%), 1832-1 (680 LMI persons / 51.3%), 1833-3 (300 LMI persons / 36.8%). A total of 1,310 LMI persons live within these eligible CDBG target areas.
	<b>Location Description</b>	The following census tracks - block groups: 1830-3, 1832-1 & 1833-3.
	<b>Planned Activities</b>	Purchase and planting of appropriate tree species.

<b>5</b>	<b>Project Name</b>	park improvements - Fulton, Huntington, Sullivan & Wendland parks
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Public Facilities & Infrastructure
	<b>Needs Addressed</b>	facilities & infrastructure improv within LMAs improvements at parks and recreation facilities
	<b>Funding</b>	CDBG: \$550,000
	<b>Description</b>	CDBG funds will be expended to remove fall zone material (mulch) underneath existing play equipment at Fulton, Huntington & Wendland parks and replace with either poured-in-place rubber or artificial turf. Additionally, CDBG funds will be expended to remove and replace existing playground equipment at Sullivan Park. Fall zone material underneath the new playground equipment will be either poured-in-place rubber or artificial turf.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fulton Park & Sullivan Park are located within census track 1834, block group 1 which contains 410 LMI persons (36.8% of the total persons living in the block group). Wendland Park is located within census track 1846, block group 3 which contains 385 LMI persons (37.2% of the total persons living in the block group). Huntington Park is located within census track 1845, block group 2 which contains 575 LMI persons (37% of the total persons living in the block group). A total of 1,370 LMI persons may be assisted in these three CDBG target areas.
	<b>Location Description</b>	Wendland Park, Huntington Park, Fulton Park & Sullivan Park
	<b>Planned Activities</b>	CDBG fund will be expended on improvements to the fall zone area of existing play ground equipment at Fulton, Huntington & Wendland parks. New children's playground equipment and fall zone material will be installed a Sullivan Park.

<b>6</b>	<b>Project Name</b>	road improv. project - Judson Ave. between Prairie Ave. & Harvard Ave.
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Public Facilities & Infrastructure
	<b>Needs Addressed</b>	facilities & infrastructure improv within LMAs
	<b>Funding</b>	CDBG: \$600,000
	<b>Description</b>	Judson Ave. between Prairie Ave. and Harvard Ave. is an unimproved (dirt/gravel) roadway in the middle of a low- to moderate-income neighborhood. CDBG funds will be utilized to construct a hard-surface (concrete or asphalt) roadway. Staff will research the incorporation of "green infrastructure" elements such as bio-swales or permeable pavement to reduce or delay the amount of stormwater entering the city's combined sewer system.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Judson Avenue is located within census track 1835, block group 1 - 545 LMI persons reside in this CDBG target area (49.8% of the total residences in the block group).
	<b>Location Description</b>	Judson Avenue between Prairie Avenue and Harvard Avenue.
	<b>Planned Activities</b>	The roadway is currently unimproved - gravel/dirt. A new roadway will be constructed of concrete or asphalt. Staff will attempt to design "green infrastructure" elements such as bio-swales or permeable pavement into the design.

<b>7</b>	<b>Project Name</b>	program administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Improve Exit. Single-Family Homes & Affordability Gain Access To Public Services Improve Public Facilities & Infrastructure
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$200,000
	<b>Description</b>	Program administration funds continue to allow the proper oversight of projects and compliance with HUD regulations.
	<b>Target Date</b>	6/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	-
	<b>Location Description</b>	-
	<b>Planned Activities</b>	CDBG funds will be utilized to administer the program.

## **AP-50 Geographic Distribution - 91.420, 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

No geographic areas indentified.

#### **Geographic Distribution**

Target Area	Percentage of Funds
City of Royal Oak	

**Table 8 - Geographic Distribution**

#### **Rationale for the priorities for allocating investments geographically**

-

#### **Discussion**

-

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

**Actions it planned 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**

### **Discussion**

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

The City of Royal Oak will engage in a wide variety of activities intended to address the identified needs in the strategic plan.

### **Actions planned to address obstacles to meeting underserved needs**

The underserved may include special need individuals, minority concentrations, those experiencing homelessness or those at-risk of becoming homeless, victims of domestic violence or sexual assault, returning veterans, the frail and elderly, large families, etc. The city will allocate CDBG funds to its at-home senior assistance program (ROSES). CDBG funds will be provided to the South Oakland Shelter which assists those experiencing homelessness or those at-risk of becoming homeless. CDBG funds leverage their opportunity to further serve those in need within Royal Oak.

### **Actions planned to foster and maintain affordable housing**

The city plans to preserve and increase the supply of affordable owner-occupied and renter-occupied housing for low- to moderate-income residents through CDBG-funded housing rehabilitation and new construction, advocacy, policies and regulations. The program offers low and no interest loans for rehabilitation. These low or no cost financial options make it more affordable for homeowners to protect their investment and maintain affordable living conditions. Additionally, the city participates in the Oakland County HOME Consortium. The consortium has greater direction on how its proportional HOME funds are expended on projects within Oakland County versus the state administered program which invested our proportional funds state-wide.

### **Actions planned to reduce lead-based paint hazards**

The city operates a CDBG-funded housing rehabilitation program (owner-occupied single-family dwellings). The program has specific procedures which outline the steps required to educate, test, contain and/or remediate LBP. All rehabilitation projects in which the structure was constructed before 1978 fall under the Federal LBP regulations. A lead hazard information pamphlet is provided to all prospective participants in the housing rehabilitation program, regardless of age of the structure. If the structure was built before 1978, a LBP risk assessment is conducted. The results are provided to the applicant. The finds are incorporated into the specifications for the rehabilitation work. All of the contractors participating in the city's housing rehabilitation program must present and maintain status as a LBP certified contractor. The risk assessment determines the degree of rehabilitation work needed to gain compliance with Federal LBP regulations and provide LBP-free living environment to all homeowners. Occupants may not be present during any site work. Once the contractor has completed all site work, a LBP clearance test is conducted. The results of the clearance test are provided to the homeowner. No occupant may return to the dwelling unit until the site gains clearance. All public

service subrecipients that provide housing assistance in any manner must verify that the associated housing unit has been inspected and meets HUD's minimum required Housing Quality Standards (HQS) inspection, requirements including the provisions regarding LBP. Any dwelling unit that does not meet HUD's HQS standards must be brought into compliance. These actions educate the public of the danger of LBP, ensure compliance with Federal regulations to address the presence of LBP, and provide a LBP-free living environment for all occupants upon completion of all site work.

### **Actions planned to reduce the number of poverty-level families**

The city plans to fund its housing rehabilitation program. The city believes poverty-level families will financially and emotionally benefit greatly from livable single-family homes. A stable living arrangement can lead to great economic stability and upward economic mobility. The city actively seeks Section 3 (low-income residents or businesses) in every CDBG-funded project. The selection of Section 3 firms provides economic gain to poverty-level families.

### **Actions planned to develop institutional structure**

The city relies on existing agencies to assist its residents with access to a wide variety of public services. All of the city's CDBG subrecipients are required to utilize HMIS. This creates a seamless information system to assist clients in need that may utilize different agencies for different services. The information system helps reduce redundant institutional efforts and keep clients on track with their own case management efforts.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The city's continued participation in the Oakland County HOME Consortium greatly strengthens its knowledge of and access to the Continuum of Care, other HUD-funded levels of government within Oakland County, and a broader network of social service agencies. Regular meetings and networking strengthen our knowledge of the local needs and the institutional structure to deliver results.

### **Discussion**

-

## Program Specific Requirements

### AP-90 Program Specific Requirements - 91.420, 91.220(l)(1,2,4)

#### Introduction

-

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

## **Discussion**

PY2017 = \$1,041,855.67 + PY2018 = \$712,989.35 + PY2019 = yet to be determined  
total = \$1,754,845.02 / 100% benefit to low/mod persons thus far

### Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):	
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	<input type="text"/> <input type="text"/>	
* 3. Date Received:	4. Applicant Identifier:		
<input type="text"/>	<input type="text"/>		
5a. Federal Entity Identifier:	5b. Federal Award Identifier:		
<input type="text"/>	<input type="text"/>		
<b>State Use Only:</b>			
6. Date Received by State:	7. State Application Identifier:		
<b>8. APPLICANT INFORMATION:</b>			
* a. Legal Name: <input type="text"/> City of Royal Oak			
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text"/> 38-6004646		* c. Organizational DUNS: <input type="text"/> 0698198450000	
<b>d. Address:</b>			
* Street1:	<input type="text"/> 211 Williams St		
Street2:	<input type="text"/>		
* City:	<input type="text"/> Royal Oak		
County/Parish:	<input type="text"/>		
* State:	<input type="text"/> MI: Michigan		
Province:	<input type="text"/>		
* Country:	<input type="text"/> USA: UNITED STATES		
* Zip / Postal Code:	<input type="text"/> 48067		
<b>e. Organizational Unit:</b>			
Department Name:	Division Name:		
<input type="text"/> Community Development	<input type="text"/> Planning Division		
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>			
Prefix:	<input type="text"/> Mr.	* First Name:	<input type="text"/> Joseph
Middle Name:	<input type="text"/> M		
* Last Name:	<input type="text"/> Murphy		
Suffix:	<input type="text"/>		
Title:	<input type="text"/> Director of Planning		
Organizational Affiliation:			
<input type="text"/> City of Royal Oak			
* Telephone Number:	<input type="text"/> 2482463285	Fax Number:	<input type="text"/> 2482463005
* Email:	<input type="text"/> joem@romi.gov		

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

US Department of Housing & Urban Development

### 11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Entitlement Grant

### \* 12. Funding Opportunity Number:

B-19-MC260011

\* Title:

Community Development Block Grant

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

community development block grant (CDBG)

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

## Application for Federal Assistance SF-424

### 16. Congressional Districts Of:

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

### 17. Proposed Project:

\* a. Start Date:

\* b. End Date:

### 18. Estimated Funding (\$):

* a. Federal	<input type="text" value="1,179,146.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="250,000.00"/>
* f. Program Income	<input type="text" value="850,000.00"/>
* g. TOTAL	<input type="text" value="2,279,146.00"/>

### \* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on  .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

### \* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes  No

If "Yes", provide explanation and attach

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

### Authorized Representative:

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

## ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009

Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29) U.S.C. §794, which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Mayor
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Royal Oak, Michigan	6/10/19

## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL		TITLE	
		Mayor	
APPLICANT ORGANIZATION		DATE SUBMITTED	
City of Royal Oak, Michigan		 6/10/19	

## CERTIFICATIONS

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

**Affirmatively Further Fair Housing** --The jurisdiction will affirmatively further fair housing.

**Uniform Relocation Act and Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

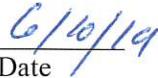
1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the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

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

**Consistency with plan** --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

  
Signature of Authorized Official

  
Date

MAYOR  
Title

## Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

**Community Development Plan** -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

**Following a Plan** -- It is following a current consolidated plan that has been approved by HUD.

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

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

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) ~~2017 2018 2019 2020 2021~~ [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

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

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

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

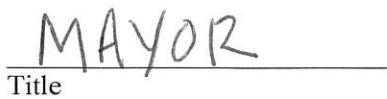
**Compliance with Laws** -- It will comply with applicable laws.



Signature of Authorized Official



Date



Title

## APPENDIX TO CERTIFICATIONS

### INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

#### **Lobbying Certification**

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