

Section I: Overview

The Consolidated Plan

The Consolidated Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) that urbanized cities and all states must prepare in order to receive federal monetary assistance from HUD programs. The Plan is a comprehensive strategy developed by the community addressing the affordable housing and community development needs present within the community. Ultimately, the Plan will be used to implement the HUD grant programs known as Community Development Block Grant (CDBG). The City of Sandusky will also become eligible to compete for other HUD programs including: Emergency Shelter Grant (ESG), Home Investment Partnerships Program (HOME) and the Housing Opportunities for Persons with AIDS (HOPWA). Any use of these programs would also be governed by the City's Consolidated Plan.

The City of Sandusky must have the plan completed and submitted to HUD by May 15, 2004. As mandated by HUD, a Consolidated Plan must contain the following elements.

1. Needs/ Market Conditions:
This element includes an assessment of the community's affordable housing needs, homeless needs, lead-based paint concerns, fair housing concerns, identification of barriers to affordable housing, and economic development needs.
2. Housing, Economic and Community Development Priorities and Strategies:
This discussion presents the statistical and analytical information that provides an overall picture of the housing, economic and community development needs of the community. Once gathered, this information will help to establish priorities for assistance and the allocation of resources.
3. One Year Action Plan:
The One Year Action Plan lists the activities the community will undertake to address the priority needs and local objectives with anticipated program income and funds received during the next program year under the HOME, CDBG, ESG, HOPWA and other HUD programs for meeting the housing, economic and community development objectives.

Guiding Principals of the Consolidated Plan Planning Process

City of Sandusky Community Development Staff developed a process for involving citizens, i.e. a citizen participation plan for the Consolidated Plan. It was determined that three public hearings would be held to apprise the citizens of the contents of the Consolidated Plan as it evolves. Furthermore, an existing committee that has been assisting the City with community development planning has been augmented and renamed the Housing Advisory Workgroup

(the Workgroup), to also provide input and oversight into the Consolidated Plan process. The Workgroup included housing and social service providers, neighborhood representatives, bankers, real estate professionals and City staff. The Workgroup held four meetings throughout the process. In the first introductory meeting they learned of the Consolidated Plan and the City's recent attainment of urbanized status. They discussed issues related to provision of affordable housing and income security in Sandusky. The second meeting was a workshop to review data gathered and comment on goals and objectives drafted to address priority concerns. In this workshop the process allowed for direct, structured input into the plan. At their third meeting they reviewed potential strategies to address the goals and to set timelines and priorities for implementing the strategies. The last meeting was devoted to review and comment on the draft Consolidated Plan and One Year Action Plan.

Other direct sources of stakeholder input included interviews of key public officials to determine the status of current housing and community development efforts. Written surveys were solicited from both providers and agencies in order to compile an inventory of programs and services, capacities and waiting lists.

The City of Sandusky is guided by three principals in the development of the Consolidated Plan:

- Customer Service: Quality programs directed to the most critical needs.
- Economic Stability: Programs to stabilize the economic health of families and the region.
- Comprehensive Approach: Through an integrated look at the interplay of a wide variety of factors, the Consolidated Plan will aim to empower individuals, families and neighborhoods, to build communities and economic independence.

These guiding principals are achievable through relevant and ongoing citizen participation. Substantive citizen participation will build community "ownership" and understanding of the Plan, increasing its effectiveness in realizing the community's vision of its future. The Housing Advisory Workgroup and the City will go on to forge new partnerships that will prove vital in implementing all strategies of the Plan.

The City of Sandusky Consolidated Plan is organized in to the following six sections; Section I is this Overview, Section II is a Needs/Market Analysis, Section III is a Five Year Strategic Plan, Section IV is the One Year Action Plan for the program year starting July 1, 2004, Section V contains the required HUD Certifications and Section VI is the Appendix containing attachments and reference material. The contents of each section are outlined below:

- The Citizens Participation Plan outlines how the City of Sandusky obtained stakeholder input into the process and incorporated that input into the development of the Plan. The first activity of the Plan process was to establish the Housing Advisory Workgroup and set a calendar of meetings of the Workgroup and of Public Hearings. The Public Hearings were held in City Commission chambers, which is both

convenient and accessible. The Public Hearings were televised on the community access channel.

- The Overview is a brief description of the Consolidated Plan requirements and process.
- The Needs/Market Analysis identifies the city's affordable housing, community and economic development needs by income, household type, program and service. Primary sources of information used were U.S. Census 2000 data, community interviews, provider surveys and the Workgroup's input.
- The Five Year Strategy was developed, identifying housing, economic and community development resources, housing, economic and community development objectives and projects. These were prioritized in categories of objectives that addressed specific areas of special needs; low income status, homelessness, disabilities, single-parent households and the frail elderly. Other issues addressed include prevention of lead poisoning from lead based paint, fair housing, administrative structure and capacity and partnerships and coordination.
- The One Year Action Plan provides a description of the strategies to be undertaken in the upcoming fiscal year, their priority, HUD identifier code, funding sources and amounts, CDBG national objective documentation, accomplishments, location, beneficiaries, timing and administration. It discusses how the City will monitor its progress and describes anti-poverty and coordination activities the Plan will address. The One Year Action Plan also contemplates the use of CDBG program income and special HOME submission requirements.
- The HUD Certifications are documents that must be signed by the City's Chief Executive Officer, indicating agreement to abide by important Federal rules for accepting and administering grants.
- Attachments to the Plan include the Housing Advisory Workgroup membership list, Workgroup and Public Hearing minutes, focus group results and samples of survey instruments, the HUD Table 2 methodology, a resources list, selected Census data and citizen comments.

Sandusky Consolidated Plan	Calendar	
Technical Writing Consultant Contract	1/12/04	
First Housing Strategy Group Meeting	1/26/04	11:00 am
First Public Hearing (info)	1/26/04	3:30 pm
Commission meeting	1/26/04	4:00 pm
CPC Workshop: Needs, barriers, goals & ideas	2/12/04	11:00 a.m.
CPC Meeting: Review proposed strategies Prioritize & timing	3/10/04	11:00 a.m.
Second Public Hearing: present status & draft 5 yr plan	3/29/04	3:30 pm
CPC Meeting: Review 1 year plan & final Draft	4/12/04	11:00 am
Third Public Hearing: Present Final draft	4/12/04	3:30 pm
Begin 30 day public comment period	4/12/04	3:30 pm
Incorporate final input:	5/12/04	
Transmit completed plan to HUD:	5/15/04	