



June 3, 2009

Ms. Marie Rudler, Senior CPD Representative  
Office of Community Planning and Development  
U.S. Department of Housing & Urban Development  
400 State Avenue, Room 400  
Kansas City, KS 66101-2406

Re: 2008-2009 Action Plan Substantial Amendment for CDBG-R Implementation

Dear Ms. Rudler:

It is with great pleasure that I submit this letter and enclosures for your review and approval of the Substantial Amendment to the 2008-2009 Action Plan for the City of Wichita. The Wichita City Council approved the amendment at its June 2, 2009 meeting.

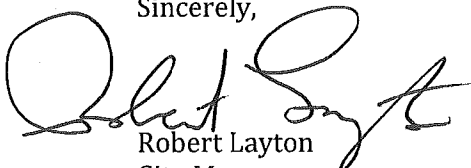
In the enclosed you will find that the City of Wichita proposes to utilize CDBG-R funds for sidewalk repairs and façade improvements. The majority of activities will take place in low/mod areas. Both initiatives will maximize job creation and economic benefit to the areas by investing in infrastructure that will provide long-term benefits.

Notice was published in the Wichita Eagle on May 20, 2009 to allow citizens seven days to provide written comment on the proposed amendment. The amendment was also available on the City of Wichita Housing and Community Services Department website in English and Spanish during the seven day comment period. No comments were received.

We are excited about the availability of CDBG-R funds and believe our proposed usage will have a significant, positive impact on the quality of life in the target areas. Please contact Mary K. Vaughn, Director of the Housing and Community Services Department if you have questions regarding the enclosed submission. Ms. Vaughn can be reached at 316-462-3795 or [mkvaughn@wichita.gov](mailto:mkvaughn@wichita.gov).

Thank you for the opportunity to bring additional resources to the Wichita community.

Sincerely,



Robert Layton  
City Manager

RL:dn  
Enclosures

**City Manager's Office**

City Hall • 13th Floor • 455 North Main • Wichita, Kansas 67202-1667

T 316.268.4351 F 316.268.4519

[www.wichita.gov](http://www.wichita.gov)

# CDBG-R SUBMISSION TEMPLATE & CHECKLIST

The American Recovery and Reinvestment Act of 2009 ("Recovery Act") was signed into law by President Obama on February 17, 2009. The Recovery Act awards \$1 billion in CDBG Recovery (CDBG-R) funds to be distributed to cities, counties, insular areas and states, of which \$10 million has been reserved by HUD for its administrative costs and \$10 million of which will be awarded to Indian tribes. Recipients of the remaining \$980 million of CDBG-R funds will be the approximately 1,200 jurisdictions that received CDBG funding in Fiscal Year 2008. This template sets forth the suggested format for grantees receiving funds from CDBG-R. A complete submission contains the information requested below, including:

- (1) The CDBG-R Substantial Amendment (template attached below)
- (2) Spreadsheet for Reporting Proposed CDBG-R Activities (see <http://www.hud.gov/recovery>)
- (3) Signed and Dated Certifications (see <http://www.hud.gov/recovery>)
- (4) Signed and Dated SF-424.

Grantees should also attach a completed CDBG-R Substantial Amendment Checklist to ensure completeness and efficiency of review (attached below).

# THE CDBG-R SUBSTANTIAL AMENDMENT

Jurisdiction(s): City of Wichita (Kansas)	CDBG-R Contact Person: Mary K. Vaughn Address: 332 N. Riverview Telephone: 316-462-3795 Fax: 316-462-3719 Email: <a href="mailto:mkvaughn@wichita.gov">mkvaughn@wichita.gov</a>
Jurisdiction Web Address: <a href="http://www.wichita.gov/cityoffices/housing">www.wichita.gov/cityoffices/housing</a>	

## **ENSURING RESPONSIBLE SPENDING OF RECOVERY ACT FUNDS**

Funding available under the Recovery Act has clear purposes – to stimulate the economy through measures that modernize the Nation’s infrastructure, improve energy efficiency, and expand educational opportunities and access to health care. HUD strongly urges grantees to use CDBG-R funds for hard development costs associated with infrastructure activities that provide basic services to residents or activities that promote energy efficiency and conservation through rehabilitation or retrofitting of existing buildings. While the full range of CDBG activities is available to grantees, the Department strongly suggests that grantees incorporate consideration of the public perception of the intent of the Recovery Act in identifying and selecting projects for CDBG-R funding.

### ***A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES***

Grantees must provide information concerning CDBG-R assisted activities in an electronic spreadsheet provided by HUD. The information that must be reported in the spreadsheet includes activity name, activity description, CDBG-R dollar amount budgeted, eligibility category, national objective citation, additional Recovery Act funds for the activity received from other programs, and total activity budget. An electronic copy of the spreadsheet and the format is available on HUD’s recovery website at <http://www.hud.gov/recovery>.

**B. CDBG-R INFORMATION BY ACTIVITY (COMPLETE FOR EACH ACTIVITY)**

(1) Activity Name: Sidewalk Repair. \$487,713

(2) Activity Narrative:

*CDBG-R funds will be used to meet the Low/Mod Area Benefit national objective, by providing comprehensive sidewalk repairs in previously designated low/mod areas. Repairs will be made in areas identified by the Public Works Department as having a high number of complaints and poor sidewalk conditions. The objective will be to create a visible impact in the entire area where sidewalks are in disrepair.*

*Many of the city's low income neighborhoods have deteriorating infrastructure. This deterioration has a negative impact on the ability to revitalize the areas and encourage economic development investments. Most of the residents in these areas do not have sufficient financial resources to pay for the cost of improving the sidewalks. Continued deterioration is the result and the areas continue to be depressed. Additionally, sidewalks in disrepair create safety hazards for pedestrians. When the City of Wichita has invested CDBG funds, in similar areas in the past, there have been very positive results. The community has experienced the "broken window" theory in reverse – as the infrastructure improved other visible improvements began to emerge.*

*The Sidewalk Repair program will address the job creation/retention and economic benefit purposes of the Recovery Act by investing in infrastructure that will provide long-term economic benefits. The long-term benefit is neighborhood stability by improving living conditions and pedestrian safety.*

*Additionally, the work can be performed quickly and will provide a visible result of the availability of Recovery Act funds.*

(3) Jobs Created:

*This project will result in the employment of 12-14 persons per construction project and it is anticipated that there will be approximately 20 projects.*

(4) Additional Activity Information:

*While the Sidewalk Repair program will not directly impact energy conservation, there will be an indirect benefit in that the community will be more pedestrian-friendly which will reduce the need for motorized travel (and vehicle emissions) for neighborhood activities.*

(5) Responsible Organization:

City of Wichita  
Housing and Community Services Department  
332 N. Riverview  
Wichita, KS 67203  
Mary K. Vaughn (Primary Contact)  
Ph. 316-462-3795  
Email - [mkvaughn@wichita.gov](mailto:mkvaughn@wichita.gov)

(1) Activity Name: *Façade Improvement Program: \$200,000*

(2) Activity Narrative:

*CDBG-R funds will be used to meet the Low/Mod Area Benefit national objective by providing a Façade Improvement program for businesses located in previously designated low/mod areas.*

*The City's revitalization strategies for many of its low income neighborhoods include development and retention of neighborhood businesses. The goal of the strategy is to stabilize the neighborhood and provide a source of resources for residents to access goods and services – and provide a source of employment for area residents. Just as the City's experience in investing in sidewalk improvements has served as an encouragement to residents to maintain and upgrade their properties, it is anticipated that the façade improvement program will have a positive impact on neighborhood businesses' decision to stay or locate in the area.*

*The impact of the recession on small, neighborhood businesses is such that investment in exterior property enhancements is a low priority for businesses struggling to survive. The proposed façade improvement program will not only provide a permanent improvement to the structure but will also increase the building's attractiveness which will generate increased customer traffic. More customers will improve the business and the local economy.*

(3) Jobs Created:

*It is anticipated that five businesses will be assisted with a maximum of \$40,000 in façade improvement grants. The program will target businesses with an employee base between 5 and 20, where 50% of the employees are from the target area. This requirement will ensure that jobs are retained for local residents.*

(4) Additional Activity Information

*When possible, the Façade Improvement program will seek to improve the energy efficiency of the business.*

(5) Responsible Organization

City of Wichita  
Housing and Community Services Department  
332 N. Riverview  
Wichita, KS 67203  
Primary Contact:  
Mary K. Vaughn  
Ph. 316-462-3795  
Email - [mkvaughn@wichita.gov](mailto:mkvaughn@wichita.gov)

**C. PUBLIC COMMENT**

Provide a summary of public comments received to the proposed CDBG-R Substantial Amendment.

*The City of Wichita's CDBG-R Substantial Amendment was published in the May 20, 2009 edition of the Wichita Eagle newspaper and was posted on the City's website. Attached are copies of the publication affidavit from the Wichita Eagle and the website notice.*

**Note:** A Proposed CDBG-R Substantial Amendment must be published via the usual methods and posted on the jurisdiction's website for no less than 7 calendar days for public comment.

Response:

*No comments were received.*

# CDBG-R Substantial Amendment

## Grantee Checklist

For the purposes of expediting review, HUD asks that applicants submit the following checklist along with the CDBG-R Substantial Amendment, Spreadsheet for Reporting Proposed CDBG-R Activities, and SF-424.

### Contents of a CDBG-R Action Plan Substantial Amendment

Jurisdiction(s): City of Wichita (Kansas) Lead Agency: Housing and Community Services Department Jurisdiction Web Address: <a href="http://www.wichita.gov/cityoffices/housing">www.wichita.gov/cityoffices/housing</a>  (URL where CDBG-R Substantial Amendment materials are posted)	CDBG-R Contact Person: Mary K. Vaughn Address: 332 N Riverview Telephone: 316-462-3795 Fax: 316-462-3719 Email: <a href="mailto:mkvaughn@wichita.gov">mkvaughn@wichita.gov</a>
---	--

The elements in the substantial amendment required for the CDBG recovery funds are:

#### **A. SPREADSHEET FOR REPORTING PROPOSED CDBG-R ACTIVITIES**

Does the submission contain a paper copy of the Spreadsheet for Reporting Proposed CDBG-R Activities?

Yes  No  Verification found on page 9

Does the submission include an electronic version of the Spreadsheet for Reporting Proposed CDBG-R Activities sent to the email box CDBG-R@hud.gov?

Yes  No  Date Spreadsheet was emailed: 6-4-09

Does the Spreadsheet for Reporting Proposed CDBG-R Activities include, for each activity:

- amount of funds budgeted for each activity, including CDBG-R funds, any additional Recovery Funds used and total activity budget,

Yes  No  Verification found on page(s) 9

- the Eligibility citation (eligibility regulatory cite or HCDA cite),

Yes  No  Verification found on page(s) 9

- the CDBG national objective citation,

Yes  No  Verification found on page(s) 9

**B. CDBG-R INFORMATION BY ACTIVITY**

Does the submission contain information by activity describing how the grantee will use the funds, including:

- a narrative for each activity describing how CDBG-R funds will be used in a manner that maximizes job creation and economic benefit,  
Yes  No  Verification found on page(s) 3,4
- projected number of jobs created for each activity,  
Yes  No  Verification found on page(s) 3,4
- whether an activity will promote energy efficiency and conservation,  
Yes  No  Verification found on page(s) 3,4
- the name, location, and contact information for the entity that will carry out the activity,  
Yes  No  Verification found on page(s) 2,3,4
- evidence that no more than 10% of the grant amount will be spent on administration and planning,  
Yes  No  Verification found on page (s) 9
- evidence that no more than 15% of the grant amount will be spent on public services,  
Yes  No  Verification found on page (s) No public service activities are proposed.
- evidence that at least 70% of the grant amount will benefit persons of low and moderate income,  
Yes  No  Verification found on page (s) 3,4

**C. PUBLIC COMMENT PERIOD**

Was the proposed action plan amendment published via the jurisdiction’s usual methods and on the Internet for no less than 7 calendar days of public comment?

Yes  No  Verification found on page(s) 10,11,12

Is there a summary of citizen comments included in the final amendment?

Yes  No  Verification found on page(s) 5

**D. CERTIFICATIONS**

The following certifications are complete and accurate:

- |   |   |                             |
|---|---|-----------------------------|
| (1) Affirmatively furthering fair housing | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (2) Anti-displacement and relocation plan | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (3) Drug-free Workplace                   | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (4) Anti-lobbying                         | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| (5) Authority of jurisdiction             | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

- (6) Consistency with plan Yes  No
- (7) Section 3 Yes  No
- (8) Community development plan Yes  No
- (9) Following a plan Yes  No
- (10) Use of Funds Yes  No
- (11) Excessive Force Yes  No
- (12) Compliance with anti-discrimination laws Yes  No
- (13) Lead-based paint procedures Yes  No
- (14) Compliance with laws Yes  No
- (15) Compliance with ARRA Yes  No
- (16) Project selection Yes  No
- (17) Timeliness of infrastructure investments Yes  No
- (18) Buy American provision Yes  No
- (19) Appropriate use of funds for infrastructure investments Yes  No
- (20) 70% of CDBG-R for LMI Yes  No

Optional Certification

- (21) Urgent Need Yes  No

***D. STATE CERTIFICATIONS***

The following certifications are complete and accurate:

- (1) Affirmatively furthering fair housing Yes  No
- (2) Anti-displacement and relocation plan Yes  No
- (3) Drug-free Workplace Yes  No
- (4) Anti-lobbying Yes  No
- (5) Authority of State Yes  No
- (6) Consistency with plan Yes  No
- (7) Section 3 Yes  No
- (8) Community development plan Yes  No
- (9) Consultation with Local Governments Yes  No
- (10) Use of Funds Yes  No
- (11) Excessive Force Yes  No
- (12) Compliance with anti-discrimination laws Yes  No
- (13) Compliance with laws Yes  No
- (14) Compliance with ARRA Yes  No
- (15) Project selection Yes  No
- (16) Timeliness of infrastructure investments Yes  No
- (17) Buy American provision Yes  No
- (18) Appropriate use of funds for infrastructure investments Yes  No
- (19) 70% of CDBG-R for LMI Yes  No

Optional Certification

- (20) Urgent Need Yes  No

