

**Mid-America Regional Council
PRO Housing Grant Table of Content**

Contents	Page Number
Exhibit A Executive Summary	1
Exhibit B Threshold Requirements and Other Submission Requirements	2-3
Exhibit C Need	4-8
Exhibit D Soundness of Approach	9-28
Vision	9
Geographic scope	12-13
Workplan/Timeline	24-28
Exhibit E Capacity	29-36
Capacity of Agency and Partners	29-34
Staffing plan	35-36
Organization Chart	36
Exhibit F Leverage	37
Mid-America Regional Council	37i
Local Initiatives Support Corporation Greater Kansas City	37ii
Kansas City Community Land Trust	37iii
Exhibit G Long-term Effect	38-40
Attachment A	
Budget	
Letters of Commitment	
MPO Designation	
Certifications	

Mid-America Regional Council

HUD PRO Housing Grant

Exhibit A – Executive Summary

Mid-America Regional Council PRO Housing Grant

Exhibit A Executive Summary

Mid-America Regional Council (MARC) is a nonprofit association of city and county governments and serves as the federally designated metropolitan planning organization (MPO) for the bi-state (Kansas/Missouri) Kansas City region and as the council of governments (COG) for the nine counties and 119 cities in the region. MARC is governed by a board of directors consisting of local elected officials and has 50 years of experience convening partners and coordinating planning efforts on issues that cross city, county, and state lines. Such issues include housing, health care, public safety, and emergency management. MARC's research services department collects, analyzes, and reports regional data related to economic forecasting, quality of life indicators, and demographic trends.

MARC's nine-county service region has an acute demand for affordable housing. MARC data shows that the Kansas City region faces an affordable housing gap. Two counties in the nine-county service region, Johnson and Miami Counties, Kansas, are identified by HUD as priority geographies.

MARC's vision is to foster a thriving housing system that produces, preserves, and reinvests in housing. This vision will accomplish the goal of creating additional housing of more types, at more price points, in more places across the nine-county geographic area.

MARC has partnered with three organizations, Local Initiatives Support Corporation Greater Kansas City, Institute for Building Technology and Safety, and Kansas City Community Land Trust, who have the experience and expertise to complete the activities outlined in the grant.

MARC and its partners are requesting \$4,686,996.53 in federal funds and are leveraging an additional \$3,620,472.24 to support the activities outlined in the grant. Four areas of activities will be developed and implemented with all activities completed by September 2029, designed to meet the needs of the geographic region, decrease barriers to affordable housing development, increase the number of affordable housing units produced and preserved, and decrease the acute housing needs. The proposed activities are aligned with HUD's national objectives by focusing efforts to benefit low- and moderate-income persons within the geographic area. These activities include work focused on reviewing and updating building codes, establishing an environment that welcomes the adoption and implementation of pro-affordable housing land use, zoning, and development processes, creating a regional housing trust fund, and creating a regional community land trust consortium. The proposed work will continue to build the systems and strategies to enable all components of the housing system to be more effective and productive and to build the information and insight, the networks and partnerships, the tools, and policies.

Mid-America Regional Council

HUD PRO Housing Grant

Exhibit B – Threshold Requirements and Other Submission Requirements

Mid-America Regional Council PRO Housing Grant

Exhibit B Threshold Requirements and Other Submission Requirements

Threshold Eligibility Requirements

Resolution of Civil Rights Matters: The Mid-America Regional Council (MARC) and its partners do not have any outstanding civil rights matters.

Timeliness of submission: MARC has complied with the submission deadline stated within the Notice of Funding Opportunity (NOFO) as evidenced in grants.gov.

Eligible Applicant: MARC is a metropolitan planning organization (MPO) whose by-laws comply with Section 8 of the Federal Transit Act of 1991 at 23 U.S.C. 134(b). An MPO is an eligible applicant as stated in the NOFO Section IIIA. MARC has included documentation of its MPO designation.

Number of Applications: MARC has submitted one application.

Other Submission requirements

MARC has completed and submitted the SF 424, read, and certified the HUD 424B – Assurances, and completed the HUD 2880 – Applicant Disclosure/Update.

Code of Conduct: MARC and its sub-recipients have a code of conduct and/or a code of conduct policy statement that complies with the “Conducting Business in Accordance with Ethical Standards” section of the Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards, as well as HUD requirements including the ethical standards related to conflicts of interest for procurements in 2 CFR 200.318(c) and 2 CFR 200.317, and HUD-specific conflict of interest standards.

Affirmatively Furthering Fair Housing:

The proposed activities by MARC and its partners are designed to affirmatively further fair housing in compliance with the Fair Housing Act and its implementing regulations.

The major activities of the project outlined in the application and how these activities will affirmatively further fair housing is discussed below.

- 1) Review and development of zoning and land use policies, building codes, and permit approval processes that eliminate barriers and support the development of affordable housing in the geographic area: Many of the entitlement communities within the geographic area have identified zoning, land use, building codes, and permit approval processes as an issue or an issue to explore in consolidated and comprehensive plans but not all have implemented strategies or changes. The proposed activities will focus on creating a strategy that assists communities in assessing and addressing issues within these planning documents, codes, and processes. Technical assistance will be provided to aid in the development of model zoning codes and best practices for integrating fair housing into planning and policies. These best practices and model codes will encourage the development of affordable housing units that are accessible to public transportation services, and provide for a variety of housing including smaller homes on smaller lots

Mid-America Regional Council PRO Housing Grant

and multifamily units. Additionally, the review of local zoning codes may include incentives for the construction of accessible units in higher density, mixed-use locations and to allow for a broader range of affordable housing options for older adults and protected classes, including accessory dwellings and co-housing.

- 2) Support the creation and implementation of a regional housing trust fund: The regional housing trust fund will be designed to operationalize goals through funding mechanisms such as set-asides, priorities, and incentives for protected groups and/or income levels. These goals will be centered around the creation and preservation of affordable housing for low to moderate-income individuals, promoting geographic diversity in the development of units, the utilization of universal design features, and creating/enhancing mixed-income communities.
- 3) Creation of a regional land trust consortium: The creation of a regional land trust consortium furthers fair housing and prevents, reduces, and eliminates barriers for people or communities of color, and those in protected classes in attaining homeownership by removing houses from the market and setting them aside especially for low-income families. By affirmatively marketing to individuals who have experienced barriers, hosting buyer-training events, and working one-on-one with prospective buyers through the lending process, the consortium will work to overcome a generational knowledge gap tied to the inability to access homeownership opportunities. Additionally, the consortium will partner with financial institutions including those that qualify the value of the affordability subsidy tied to the home as equity for the homebuyer, allowing the homebuyer to benefit from a less restrictive conventional mortgage.
- 4) Provide education and resources to communities around affordable housing planning: MARC and its partners will create and use educational opportunities for a variety of stakeholders to ensure there is a welcoming environment for affordable housing that addresses the needs of the community and affirms fair housing. This includes using data to assess needs and identify disparities, providing education and training for community leaders on model policies, building a business case for supporting policy changes and creating educational opportunities for the public to better understand and support affordable housing opportunities and fair housing laws.

Mid-America Regional Council

HUD PRO Housing Grant

Exhibit C – Need

Mid-America Regional Council PRO Housing Grant

Exhibit C Need

i. *Efforts to identify, address, mitigate, or remove barriers:*

MARC and its partners work to identify, address, and mitigate barriers to affordable housing production and preservation through data analysis, policy recommendations, technical assistance, and education.

In the past three years, MARC, in partnership with LISC Greater Kansas City (LISC), formed the regional housing partnership (RHP) to provide more localized and focused work to address the affordable housing issues in the region (further discussion in Exhibit E). The RHP studies, plans, supports and facilitates the preservation and creation of affordable housing units while strengthening the capacity of civic infrastructure to address housing challenges on an ongoing basis. Much of the community planning strategies and planning for the region is being done through the RHP.

One of the accomplishments of the RHP was the launch of a housing data hub in 2022. This data hub enables MARC and, importantly, the public to analyze housing data for the region. This data analysis is used to identify needs and gaps for planning and policy development, as well as educate the public and policymakers on affordable housing using data stories and blogs.

The RHP has also explored and developed strategies to support the attraction and investment of new housing resources in the region, including funding to support the proposed regional housing trust fund. In 2022, the RHP convened and facilitated a series of stakeholder meetings to coordinate applications for the Missouri Department of Economic Development (DED) Community Revitalization Grant. This collaborative effort resulted in three regional applications totaling over \$22 million in project costs for emergency rental assistance, assistance to homeowners with minor home repairs and modifications, and funding to facilitate redevelopment and preservation of housing with long-term affordability in historic northeast Kansas City, Mo.

In addition, the RHP has focused on engaging local communities, existing community land trusts (CLTs), and nonprofits to join in drafting a regional business plan that expands shared equity homeownership opportunities. This work has informed the need for a regional CLT consortium that is proposed in this application.

MARC's partner, LISC, has served in a co-convening capacity with the Urban Neighborhood Initiative in the formation of a community stakeholder group, Promoting Equitable Neighborhoods (PEN), that is focused on addressing affordable housing in Kansas City, MO. This inclusive and diverse group of more than 30 stakeholders, including residents, identified the creation and funding of a housing trust fund (HTF) as a priority. LISC and PEN worked extensively over 18 months to craft a management structure and identify potential funding sources for elected officials. The city government adopted this plan and directed \$75 million of funding to support the HTF's work. LISC representatives serve on the HTF advisory board, reviewing projects and identifying potential challenges developers face. Lessons learned through this process have helped the RHP to identify a regional HTF as a priority.

IBTS has worked with MARC to provide technical assistance and training for city officials and county commissioners to increase planning commissioner capacity in Kansas and Missouri communities, as well as advance the regional housing plan strategy of promoting increased affordable housing options. Technical assistance and training efforts have included a mock plan review of a development proposal designed to help city officials and commissioners gain a greater understanding of the role of planning commissioners, the process of conducting a thorough plan review, and the relationship between the comprehensive plan and requirements of the zoning ordinance. Additionally, IBTS developed an online training course for planning

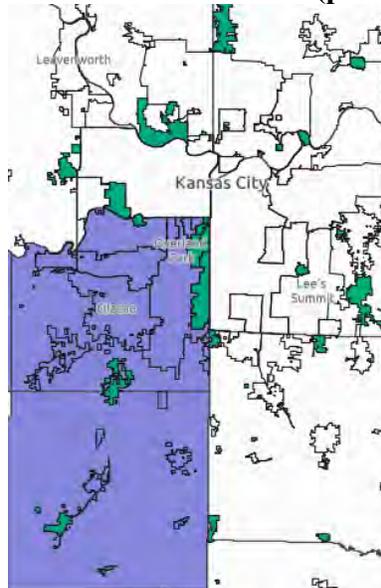
Mid-America Regional Council PRO Housing Grant

commissioners. The course was designed as a primer on sharpening the skills of commissioners (new and experienced) to navigate emerging planning and zoning issues in their community, with a special focus on housing affordability. IBTS and MARC will continue this work through the PRO Housing grant by focusing on the development of model building codes, land use codes, zoning codes, and permit processes.

ii. Acute demand for affordable housing?

MARC’s nine-county service region has an acute demand for affordable housing. MARC data shows that the Kansas City region faces an affordable housing gap of almost 64,000 rental units.¹ Two counties in the nine-county service region, Johnson and Miami Counties, Kansas, are identified by HUD as priority geographies. Using the PRO Housing Priority Geography search tool, Figure 1 shows the MARC geographic area with the priority geographies highlighted in purple (Johnson and Miami Counties) and green (places).

Figure 1 Johnson and Miami Counties (priority geographies)



Within the MARC geographic area, Table 1 lists places in Missouri and Kansas that are identified as priority geographies.

Table 1 – HUD priority geographies

Place	County in Missouri	Place	County in Kansas
Archie, Drexel, Gunn City, Lake Annette, Lake Winnebago, Loch Loyd, Riverview Estates Village	Cass	Fontana, Osawatomie	Miami
Birmingham Village, Oakwood Village, Oakwood Park Village,	Clay	Spring Hill	Miami/Johnson

¹ Mid-America Regional Council. *Assessing the Affordable Housing Gap* (April 4, 2023). Retrieved from <https://www.marc.org/news/economy/assessing-affordable-housing-gap>.

Mid-America Regional Council PRO Housing Grant

Prathersville Village, Randolph Village			
Smithville	Clay/Platte	Fairway	Johnson/Wyandotte
Lake Lotawana, Lake Tapawingo, Lone Jack, Oak Grove, River Bend, Unity Village	Jackson	Lake Quivira, Leawood, Mission Hills, Mission Woods, Prairie Village, Westwood, Westwood Hills	Johnson
Iatan Village, Parkville, Northmoor, Weatherby Lake	Platte	Basehor	Leavenworth
Elmira Village, Flemming, Henrietta, Orrick	Ray	Edwardsville	Wyandotte

MARC has identified, through data analysis and highlighted in the report *Affordable housing gap even wider for some households* (2023)², that households with low incomes face serious housing challenges across the region. One of the pressing issues is the number of available units at the prices households with low incomes can afford. In addition, a significant portion of the units that are affordable to low-income households are unavailable because they are instead occupied by people with higher incomes. Households with Extremely Low Incomes (ELI) need 44,000 additional units or about two-thirds of the total 64,000 units of affordable rental housing needed. Affordable housing provides stability, improves quality of life, and enhances opportunity, while its absence requires individuals and families to choose between spending their income on housing or basic life necessities.

The region’s affordable housing gap impacts some renters greater than others, particularly those with ELI. The report highlights that young families, elderly individuals, people of color, and those with a disability face significant challenges in finding affordable and accessible housing.

Families with young children (under the age of six) represent over 17% of all rental households in the region. ELI renters make up 29% of all rental households with young children, which is 6% higher than ELI renters’ households without children. The proportion of ELI renter households with young children is higher in Jackson County, MO, and Johnson County, KS, than in the rest of the region. In Jackson County, the overall proportion of renters with young children is about 6%, yet these same renters account for almost twice as many ELI renters (11%).

Elderly non-family renters represent about 14% of the region’s rental households and nearly 24% of ELI renters. This overrepresentation of elderly individuals does not carry over for elderly families who are renting. These households make up just 5% of the region’s rental households and 3% of all ELI renter households. The likelihood of mobility limitations increases as a person ages, impacting about 35% of people over 70 years old and over 50% of people more than 85 years old.

² Mid-America Regional Council. *Affordable Housing gap even wider for some households* (May 1, 2023). Retrieved from <https://marc.org/news/economy/affordable-housing-gap-even-wider-some-housholds>

Mid-America Regional Council PRO Housing Grant

There is a disproportionate number of people of color in ELI rental households when compared to the region's rental households overall³. This demonstrates that people of color are more impacted by the affordability gap than others. The largest impact is felt by Black renter households. The disparity between ELI renters in white and non-white households persists at the county level. In eight of the nine counties in the region, non-white households are overrepresented in the ELI category. The largest gap is in Jackson County, with a 12% difference between renters overall and ELI renters. This is in line with the county's size and socio-economic profile. A prior study by MARC on the affordability gap found Jackson County has the largest gap in affordable rental units. Leavenworth and Miami Counties, Kansas, also see more than 10% of non-white renters in the ELI category. These counties are higher than other neighboring counties. Wyandotte County, Kansas, sees 9% of non-white renters in the ELI category while Johnson County, Kansas and Clay, Platte, and Ray Counties in Missouri are between 6 and 7%.⁴

HUD's Comprehensive Housing Affordability Strategy (CHAS) data was also examined for rental households identified with an ambulatory disability; those households most likely to need accessible housing. Households with an ambulatory disability represent over 14% of the region's renter households and 26% of all ELI renter households. The high percentage of households with an ambulatory disability in the ELI category points to a significant need for accessible and affordable housing.

In addition, MARC research highlights that the location and distribution of affordable housing across the region also impact access. Renters with ELI, very low incomes (VLI), and low incomes (LI) live where there are concentrations of housing within their price range. For low-income renters in the region, there are not enough units and the units that exist are in too few places. MARC research has shown that 67% of the region's ELI households were in rental units above their income group. For VLI renters, this was 34% and for LI renters it was 4%.⁵

The lack of affordable units for ELI households results in a high percentage of ELI renters living in units only affordable to higher-income groups throughout most of the region. VLI renters living in higher-income units reside throughout the region, with higher concentrations west of Troost Avenue in Kansas City, MO, in more suburban areas like Johnson County, KS. While there are significantly fewer LI renters living in higher-income units, concentrations in Johnson County, KS can still be observed.

There are many more housing choices throughout the region for LI renters if they were to spend 30% of their income on rent. MARC's research found that 96% of LI renters were in units consuming less than 30% of their income, and 53% were living in units that would otherwise be affordable to lower-income groups. LI renters in the region's suburbs are often occupying units affordable to VLI or ELI households, increasing the scarcity of affordable units for the region's lowest-income households.⁶

Many of the units affordable to LI households are occupied by higher-income households, who are also seeking lower rents and attractive amenities, such as high-performing schools and

³IBID

⁴ IBID

⁵ Mid-America Regional Council. Where is the affordable housing gap in Kansas City region? (June 26, 2023). Retrieved from <https://www.marc.org/news/economy/where-affordable-housing-gap-kansas-city-region>.

⁶ IBID

Mid-America Regional Council PRO Housing Grant

public services. This observation is, in part, a result of using 30% of income as a measure of affordability. It illustrates how the 30% threshold inflates the number of units available to an income group by assuming that 30% of their budget could be allocated to housing. It also demonstrates how households use different calculus in choosing where to live and how much to pay, and why there is some degree of housing cost burden across income groups.⁷

iii. *What key barriers still exist and need to be addressed?*

Key barriers to the production and preservation of affordable housing in the region, as identified by MARC, its partners, review of consolidated plans, and conversations with key stakeholders are:

Zoning, land use, and building codes: In a review of the consolidated plans of entitlement communities in the geographic region, nearly half of the 9 plans identified were a barrier. These plans and conversations with jurisdictions have emphasized a need to review and implement changes to local zoning and building codes to incentivize and include a broader range of housing options, including mixed-income and use, accessory dwellings, cohousing, and construction of high-density units.

Affordability, quality, and age of housing: Most consolidated plans identified affordability and the need to preserve housing stock in communities by providing financing and rehabilitation funding to homeowners and multifamily units.

Financing: Access to funding for affordable housing development and rehabilitation was also identified as a barrier. To ensure housing is affordable, financing and grants are necessary to bring down the cost of development.

“Not in my backyard” (NIMBY): NIMBYism was cited in several of the consolidated plans as a barrier. A lack of understanding about affordable housing contributes to the concentration of affordable housing in particular areas of the region. Additionally, NIMBYism contributes to an unwillingness to change policies and codes in communities.

These are the most identified barriers by communities in their consolidated plans and common themes that MARC has identified in ongoing housing work. The activities outlined in the application are designed to address these common barriers. MARC will continue to assess any emerging barriers identified by the key stakeholders in the region.

⁷ Ibid.

Mid-America Regional Council
HUD PRO Housing Grant
Exhibit D – Soundness of Approach

Mid-America Regional Council PRO Housing Grant

Exhibit D Soundness of Approach

i. What is your vision?

MARC's vision is to foster a thriving housing system that produces, preserves, and reinvests in housing. The proposed work will continue to build the systems and strategies to enable all components of the housing system to be more effective and productive and to build the information and insight, the networks and partnerships, the tools, and policies. This vision will accomplish the goal of creating additional housing of more types, at more price points, in more places across the nine-county geographic area.

MARC and its partners are proposing four areas of activities to be completed by September 2029 that are designed to meet the needs of the geographic region, decrease barriers to affordable housing development, increase the number of affordable housing units produced and preserved, and decrease the acute housing needs. The proposed activities are aligned with HUD's national objectives by focusing efforts to benefit low- and moderate-income persons within the geographic area. These activities include:

- 1) Assist communities in reviewing and updating building codes. This area of activities is consistent with eligible activity i. Further, develop, evaluate, and implement housing policy plans, and ii. Improve housing strategies. MARC, in partnership with the Institute for Building Technology and Safety (IBTS) will:
 - a. Assist communities in reviewing building code updates and adoption of a consistent set of codes and amendments across the region. Incorporate resiliency and energy efficiency best practices into codes and amendments.
 - b. Provide technical assistance and training related to building codes. This training will focus on key local government officials (appointed and elected) as well as those in the development and construction community.
- 2) Assist communities in reviewing pro-affordable housing land use, zoning, and development processes and establishing an environment that welcomes the adoption and implementation of pro-affordable housing land use, zoning, and development processes. This area of activities is consistent with eligible activity i. Further, develop, evaluate, and implement housing policy plans, and ii. Improve housing strategies. MARC, in partnership with the IBTS, will:
 - a. Convene stakeholders to assist with the creation of the strategy and develop a recognition program for communities that implement plans and policies that decrease barriers to affordable housing production and preservation. Model policies and plans will be created to assist communities.
 - b. Provide technical assistance around specific regional planning models including model policies, codes, and processes that lead to preserving and producing more affordable housing in the region. This includes the development of an implementation guidebook. This resource will be available to communities and jurisdictions.
 - c. Regional research and development of a report that provides best practices for integrating housing development activities, affirming, and furthering fair housing, and planning together in communities.

Mid-America Regional Council PRO Housing Grant

- d. Provide engagements on the importance of zoning, land use policies, and development process changes to increase affordable housing.
- 3) Creation of a regional housing trust fund (RHTF): This area of activities is consistent with eligible activity iii. Facilitate affordable housing production and preservation. MARC, in partnership with LISC will:
 - a. Create and implement an RHTF business model.
 - b. Capitalize an RHTF consisting of diverse funding that will be deployed to affordable housing projects across the entire geographic region.
 - c. Create and implement the RHTF funding structure.
- 4) Creation of a regional community land trust (CLT) consortium: This area of activities is consistent with eligible activity iii. Facilitate affordable housing production and preservation. MARC, in partnership with the Kansas City Community Land Trust (KCCLT), will:
 - a. Establish the CLT consortium structure.
 - b. Develop education, training, and technical assistance for local membership.
 - c. Provide technical assistance to identify membership financing, development, and operational financing.

A work plan/timeline on pages 24-28 provides additional detail of activities, milestones, and responsible parties. All activities will be completed by September 30, 2029.

MARC and its partners have proposed these activities to address the needs in the proposed geographic region. As discussed in Exhibit C – Need, the geographic region has a shortage of 64,000 affordable rental units. The housing shortage impacts some individuals more than others based on race, families with young children, the elderly, and those with disabilities. Additionally, affordable housing - particularly for households with extremely and very low-income individuals - is concentrated in areas of the region. The proposed activities discussed above are designed to implement strategies that move from planning to sustained responses. The implementation of pro-affordable housing codes, policies, and practices will reduce barriers to the production and preservation of affordable housing and will provide more choices in units, housing types, and ensure housing is not concentrated in select areas. The creation of an RHTF will provide an additional and sustained pool of funding for the preservation and production of affordable housing in the region. The creation of a regional CLT is another important mechanism for the region to preserve and produce affordable housing. The CLT model is designed to stabilize communities and increase access to affordable housing and equity for homeowners. CLTs sell the house to a homeowner but retain ownership of the land. The land is leased to the homebuyer in a ground lease that ensures that when the home is sold, a portion of the equity goes to the homeowner, and the home will always be available for low and moderate-income individuals. Under this model, home prices increase gradually, and homes remain affordable in communities' decreasing gentrification, displacement, and loss of affordable housing.

Addressing key barriers: MARC identified several key barriers to affordable housing production and preservation as discussed in Exhibit C – Need. This includes zoning and building codes that limit the types of housing, number of units, approval process, and timing to name a few. Many of the entitlement communities and jurisdictions have reported that while zoning, building codes, and processes are an identified need and barrier, moving to implementation is a

Mid-America Regional Council PRO Housing Grant

challenge. By focusing efforts with communities and jurisdictions to implement model policies and practices and educating key stakeholders, these barriers can be mitigated.

Two additional areas of barriers were related to the cost associated with developing and preserving affordable housing and financing. A RHTF will provide a flexible and sustainable source of funding that will address the affordable housing needs and priorities of the region. Additionally, the creation of the CLT consortium will generate funding to preserve and produce additional units of affordable housing in the region.

Finally, through education and technical assistance, MARC and its partners will create resources, messaging, and training for key stakeholders to address NIMBY in the communities that are barriers to the implementation of pro-affordable housing policies.

Similar efforts and lessons learned: MARC and its partners have developed strategies and activities that have demonstrated success in reducing barriers and increasing affordable housing production and preservation. IBTS has extensive experience in working with cities and jurisdictions on creating model codes and policies. Based on feedback from city officials and commissioners, there is a need to do more focused work as implementation is a barrier. The proposed activities will focus on creating a model set of policies and changes to code, zoning, and processes and then working with each community to adopt these policies. Alongside this work will be education for city officials and other key stakeholders to use common messaging to address concerns and combat NIMBY. The goal of these efforts is to move beyond planning and get to the implementation and adoption of policies. Much of the work will also focus on policies and processes that support more mixed-income housing in communities. Mixed-income housing and neighborhoods are a mechanism that de-concentrates people who are low-income and those living in poverty, assists with the revitalization of communities, and stabilizes neighborhoods. MARC's partner LISC, has been instrumental in supporting the development of the Kansas City (KC), MO housing trust fund and is using the lessons learned from the implementation of this fund to inform the efforts to develop a regional housing trust fund. This includes education about the role of the trust fund, financing strategies, and ongoing communication and engagement of key stakeholders and investors. MARC will work closely with the KC trust fund to develop a strategy for maximizing funding for projects that may be in both the KC service area and the RHTF service area to ensure funds are distributed geographically and avoid duplication. Trust funds are a model used across the country to provide a sustainable model of investment in the development and preservation of affordable housing that can meet local needs. The RHTF will allow an investment to impact a broader geographic area and can be used to provide funding to smaller communities in the region that may not have access to financing for affordable housing.

MARC's proposed activities with the KCCLT to develop a regional consortium of CLTs is another model for the production and preservation of affordable housing that will be scaled to the region. This is another effort to expand the reach of affordable housing and preservation in the region. Encouraging the development of CLTs across the region under the consortium can assist in ensuring affordability on a long-term basis and de-concentrating housing for low-income individuals.

Alignment with existing planning initiatives, services, and other community assets: As an MPO, MARC has a number of key focus areas that involve regional planning in the geographic region, including transportation, the economy, early childhood learning, the environment, as well

Mid-America Regional Council PRO Housing Grant

as aging and health to name a few. MARC works to ensure that its efforts in all these areas and housing are aligned with the planning efforts. Research by MARC has shown that there is an inadequate supply of housing for low-income households in the region and shows that there is a spatial mismatch between where low-wage jobs are located and where low-income households can afford to live. A regional approach to addressing the housing and transportation needs of workers is essential and MARC is positioned to integrate housing, transportation, and economy with its planning efforts.

One of the programs within transportation is the Planning Sustainable Places program which works to integrate local transportation, land use planning, and project development actions that support places that offer a mix of options for housing, jobs, services, and recreation; connect with a variety of transportation options; and support green places for healthy living and a healthy natural environment. The coordination with transportation planning ensures that regional plans align with housing priorities and prevent the displacement of low-income residents.

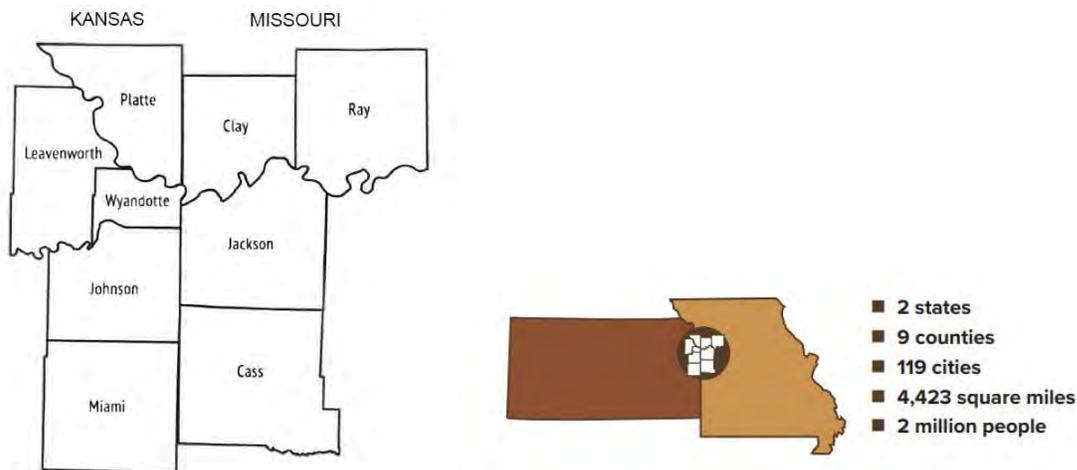
Another key focus area that MARC's housing efforts will coordinate closely with is the programs focused on the environment to incorporate energy-efficient strategies and programs into housing development. MARC staff that work in the environmental area will consult with the proposed housing activities to align environmental activities.

Because the proposed activities will stretch across the nine-county region, the planning can help to coordinate efforts to offer more choice in where people live and work by targeting housing in areas where there are jobs but a lack of affordable housing. MARC and its partners work on the regional level to ensure that the intersection of jobs, transportation, and housing is central to the planning and the proposed activities will advance efforts to align with the needs of the community.

ii. *What is your geographic scope?*

The proposed geographic scope is a nine-county area included in MARC's metropolitan planning organization service area. MARC serves nine counties and 119 cities in the bi-state Kansas City region. MARC's region includes the following counties: Jackson, Clay, Platte, Ray, and Cass in Missouri; and Johnson, Wyandotte, Leavenworth, and Miami in Kansas. Figure 6 is a map of the proposed geographic area.

Figure 2 – MARC Geographic Area

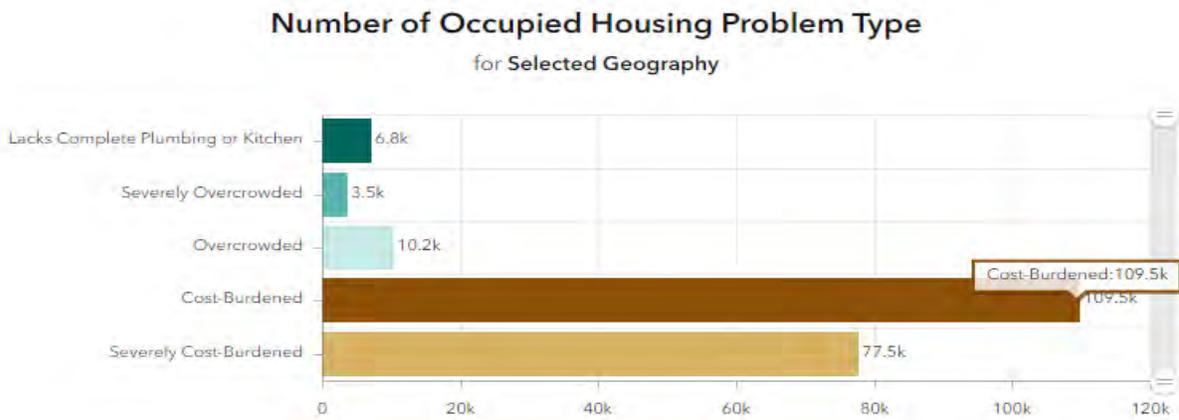


Mid-America Regional Council PRO Housing Grant

As discussed in Exhibit C – Need, two counties in the region (Miami and Johnson, KS) are priority geographies. Additionally, within the service region, there are 39 places identified as priorities based on acute housing demand. Because many of these counties and places are smaller and exist outside the KC metro, they often do not have the resources to address the affordable housing needs in their communities.

Figure 3 illustrates the number of occupied households with housing problems in the geographic region. As demonstrated, the cost of housing is the biggest problem within the region. More than 109,000 households are cost-burdened and an additional 77,500 units are severely cost-burdened.

Figure 3 – Housing Problems in MARC’s Geographic Region



MARC Housing Data Hub

The proposed geographic region and activities allow MARC and its partners to work with the communities to address the identified barriers such as zoning and land use policies, bring in additional resources through the RHTF and regional CLT for housing production and preservation, and target resources in those areas that have the highest need. By reforming and harmonizing policies throughout the region, affordable housing developers will be supported in their efforts, and being able to bring additional capital through the RHTF and CLT will spur development.

iii. Key stakeholders:

Key stakeholders involved in the development and implementation of the project include a cross-section of community-based organizations serving individuals with a need for affordable housing (i.e., those who are unhoused and those living in public housing) and organizations advocating for individuals who face significant barriers. Additionally, key stakeholders include representatives from city and county governmental departments in the geographic area, housing developers, and our partners: LISC Greater Kansas City, IBTS, and the KCCLT.

MARC has engaged stakeholders through a variety of outreach activities to provide input into the needs of the geographic area and the development of activities for the proposal. These include:

1) Discussions of gaps, needs, and the application with the Regional Housing Partnership (RHP). The RHP provides valuable input by thorough research and data, planning, support, and facilitation of the preservation and creation of affordable housing units while strengthening the capacity of civic infrastructure to address housing challenges on an ongoing basis. RHP is led by

Mid-America Regional Council PRO Housing Grant

a strategy committee. The work and implementation of the PRO Housing activities will be discussed at each meeting, and MARC will discuss with the RHP the development of a sub-committee within RHP to provide ongoing feedback and assist with implementation strategies. Table 2 is a list of members of the strategy committee of RHP at the time of application.

Table 2 – Regional Housing Partnership Strategy Committee membership

Organization	Type of Organization	Geographic area represented
Local government	Government	Johnson County, Kansas
Local government	Government	City of Kansas City, Missouri
United Community Services	Non-profit organization that provides education, advocacy, mobilizing, planning, and targeted resource allocation	Johnson County, Kansas
Local government	Government	City of Kansas City, Missouri
Local government	Government	Johnson County, Kansas
Northland Neighborhoods, Inc.	Nonprofit organization focused on neighborhood improvement and revitalization	Northern Kansas City, Clay, and Platte Counties
Habitat for Humanity of Kansas City	Nonprofit housing developer serving low-moderate income individuals	Greater Kansas City, Johnson County
Truman Heritage Habitat for Humanity	Nonprofit housing developer serving low-moderate income individuals	Eastern Jackson County
Sourcelink	Assists startups and established businesses connect to resources to start, scale, or accelerate.	Missouri and Kansas
Urban Neighborhoods Initiative	Community development corporation	Kansas City, Missouri
Local government	Government – community development	City of Gladstone, Missouri
Local government	Government – planning and development	City of Overland Park, Kansas
Community Builders of Kansas City and Lee's Summit Housing Authority	Community development corporation and public housing authority	Greater Kansas City, Lee's Summit
Cross-Lines Community Outreach, Inc.	Nonprofit organization providing services to people living in poverty	Wyandotte County, Kansas
NeighborWorks	Community development	Greater Kansas City

Mid-America Regional Council PRO Housing Grant

The Greater Kansas City Coalition to End Homelessness	Nonprofit education and advocacy organization	Greater Kansas City
---	---	---------------------

MARC presented the plan for the HUD PRO Housing grant activities to the RHP on August 28, 2023, to review, ask questions, and solicit input. MARC will continue updating the RHP and soliciting input by providing an update at each meeting and possibly creating a subcommittee that would advise on the project.

MARC convened a meeting on September 5, 2023, with representatives of CDBG entitlement communities and areas that were designated priority geography places/counties in the geographic region. The meeting discussed grant activities, discussion of barriers to affordable housing, and solicited input into areas needed for technical assistance. MARC will convene this group periodically as a check-in and identify gaps in services. Table 4 is a list of individuals who registered for the meeting. MARC continues to have conversations with people who attended the meeting, and people who could not attend but are interested in supporting the efforts.

Table 3 – September meeting with jurisdiction

Organization	County, State
Assel Grant Services	
City of Olathe, KS	Johnson County, KS
City of Overland Park, KS	Johnson County, KS
IBTS	
Independence	Jackson County, MO
iParameterics representing Wyandotte County/KCK	Wyandotte County, KS
Johnson County	Johnson County, KS
Kansas City Community Land Trust	
Lee’s Summit	Jackson County, MO
Lenexa	Johnson County, KS
LISC Greater Kansas City	
Lone Jack	Jackson County, MO
Louisburg	Miami County, KS
Miami County	Miami County, KS
MARC	
Olathe Housing Authority	Johnson County, KS
Osawatomie	Miami County, KS
Shawnee	Johnson County, KS
Unified Government of Wyandotte County and Kansas City	Wyandotte County, KS
United Community Services	Johnson County, KS

MARC discussed the proposed activities, what work was currently being done, barriers to affordable housing, and what types of technical assistance could be helpful. Specific items being incorporated in project activities include how to work across departments, for example with zoning and community development to accomplish goals as well as community education to overcome stigma and negative perceptions of affordable housing development.

Mid-America Regional Council PRO Housing Grant

Finally, MARC reviewed the initial findings from a housing developer assessment being completed by the Corporation for Supportive Housing (CSH) for our partner LISC. CSH met with approximately 50 housing developers in the greater Kansas City area including for and not-for-profit developers. These meetings consisted of individual meetings and focus groups. Additionally, CSH conducted a focus group for people with lived experience in late September, and MARC will evaluate the summary and recommendations as well. CSH has also reviewed previously conducted developer assessment reports provided by LISC Greater Kansas City and performed a desk review of various housing-related articles, reports, and write-ups related to housing development in the greater Kansas City area. This content and data are being used to inform the final report and recommendations, which will be available to MARC.

The developers shared an overwhelming interest in developing affordable housing and understanding the need. There were four common themes of barriers identified by housing developers: finance, access, timing, and costs.

Finance: The most common barrier shared by developers is the availability of sufficient capital financing. For-profit developers shared that high-interest rates are also making it difficult to get affordable deals to pencil out in a way that is profitable. In addition to a lack of capital funding, a lack of rental subsidy to keep the units affordable was also mentioned in nearly all discussions.

Access: Access to capital and equity were also raised as a significant barrier, particularly by smaller and emerging development companies. Competitive funding rounds that rely on extensive prior experience are a barrier to breaking into affordable housing and being required to have a joint venture with a larger developer for the experience points often makes the project unprofitable. In addition to lacking experience, these same development companies often have lighter balance sheets, which limits access to funding with lenders using traditional lender standards. Several developers also expressed frustration that alternative lending sources created to help smaller and emerging companies were not providing a greater level of access than traditional lenders. Access to timely information was also a common theme in several focus group discussions. Several developers pointed out that it often feels like by the time information about new development or funding opportunities is made public, it is too late as others have known about it and started having the necessary conversations to help position them ahead of their competition.

Timing: Developers highlighted the amount of time it takes for affordable housing projects to close. This puts smaller developers at a disadvantage as larger development companies may have the ability to cover pre-development costs as well as longer-term carrying costs, but smaller development companies are not able to do this and shy away from affordable development. With many smaller, community-based developers relying on the profits from one deal to finance the next, it is not financially feasible if a project takes 12-18 months to close. While several process areas were pinpointed as being a bottleneck causing the delays, the amount of time it takes to get design plans and permit approval was unilaterally agreed on as the most common reason for significant delays. Regardless of the community, developers overwhelmingly agreed that governmental process inefficiencies causing those delays were a significant barrier to developing more affordable housing.

Costs: The cost of developing affordable housing makes it very difficult to keep it affordable. Overall construction costs are high, but there are also specific city initiatives and ordinances that make it even more costly. In addition to higher material costs, many contract costs are higher due to a lack of licensed skilled trades in the area. With limited licensed and

Mid-America Regional Council PRO Housing Grant

qualified firms available for affordable development, developers are paying a premium to get their projects to the top of the list (which costs more) or wait longer to start a project. Several developers identified the lack of skilled trade firms in the area hitting a critical concern.

The information from the final report and recommendations will be reviewed and incorporated into the work and shared with our partners as we move forward with the project.

MARC has posted the application to its website for a 15-day comment period and held a public meeting on October 17th. A summary of the comments is included in Attachment A.

iv. Align with requirements to affirmatively further fair housing?

The majority of persons living in the geographic region are white (75.2%) with 12.5% identifying as Black/African American, 9.69% as Hispanic/Latino, and 3.1% as Asian.¹ Within the geographic region, there are communities and areas that see more diversity. Figure 4 illustrates the diversity of MARC's geographic region using the Simpson Diversity Index. This index is from 0 to 1 with higher scores indicating greater diversity. The darker colors (i.e., blue) on the map are areas where higher diversity exists. As demonstrated on the map, Jackson County, MO, and Wyandotte County, KS (Jackson score 0.5, Wyandotte 0.7) has the highest diversity in the KC metro region. Johnson and Miami counties, priority county geographies, have lower diversity indexes (Johnson score 0.3, Miami score 0.1).²

The counties with the highest diversity scores (Jackson and Wyandotte) also have the lowest median household incomes. Figure 5 shows the median household income. Johnson County, KS has the highest median household income in the region and, being a priority county, has acute housing demand. Miami, another priority county, has the fourth-highest median household income in the region.

Figure 4 – Diversity Index by County

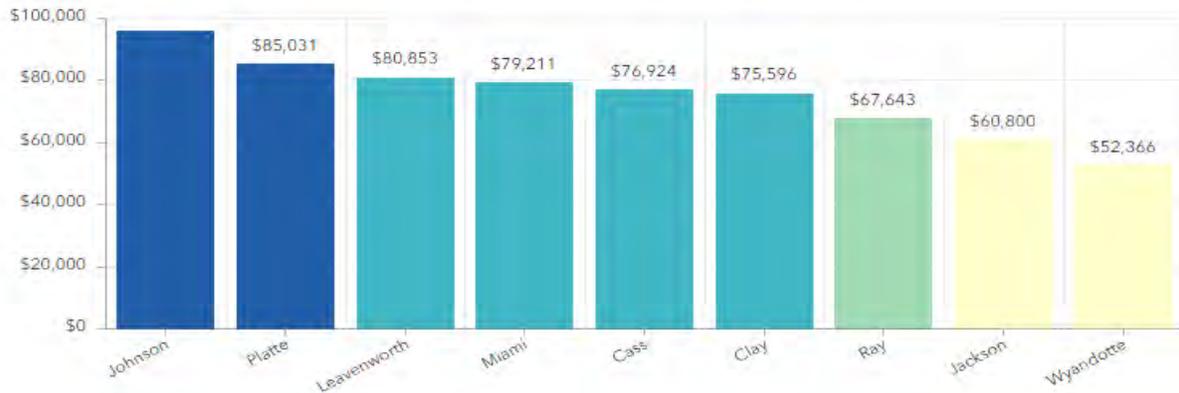


¹ MARC Housing Data HUB- race retrieved from <https://experience.arcgis.com/experience/ff430550582544d587b764bd4601810e/page/Race/>

² Ibid

Mid-America Regional Council PRO Housing Grant

Figure 5
Median Household Income by County



In 2016, MARC, and a team of consultants, supported five cities in the Kansas City metropolitan area to prepare an affirmatively furthering fair housing (AFFH) plan. This plan was designed to evaluate barriers to opportunity for persons in protected classes to inform the communities' five-year Consolidated Plans. The analysis focused considerable attention on understanding the situation for those living in areas of concentrated poverty and persons of color (i.e., Racially and Ethnically Concentrated Areas of Poverty — R/ECAPS). Additionally, the analysis looked extensively at steps to increase access to opportunity through education, transportation, jobs, and environmental conditions. Since 2016, several communities have updated these plans. MARC has reviewed planning documents of communities in the geographic area and identified barriers by communities to ensure the activities proposed in the application align. Many of the communities, including Johnson County, have identified needs in their plans, that align with the activities in the application including review of codes, incentives for affordable housing, universal design, education around affordable housing, and the importance of multi-family housing, to name a few.

As discussed in Exhibit B, the proposed activities by MARC and its partners are designed to affirmatively further fair housing. This includes the review and development of zoning and land use policies, building codes, and permit approval processes that eliminate barriers and support the development of affordable housing in the geographic area. Many of the entitlement communities within the geographic area have identified these issues in community planning documents but not all have implemented strategies or changes. The proposed activities will focus on creating a strategy that assists communities, particularly those in well-resourced areas in assessing and addressing issues within these planning documents, codes, and processes. The development of model zoning codes and best practices will ultimately increase access by encouraging the development of affordable housing units that are accessible to public transportation and services as well as provide for a variety of housing, including smaller homes on smaller lots and multifamily units. Additionally, the review of local zoning codes may include incentives for the construction of accessible units in higher density, mixed-use locations and to allow for a broader range of affordable housing options for older adults and protected classes, including accessory dwellings and co-housing.

The RHTF will be designed to operationalize goals through funding mechanisms such as set-asides, priorities, and incentives for protected groups and/or income levels to increase housing choice and accessibility. These goals will be centered around the creation and

Mid-America Regional Council PRO Housing Grant

preservation of affordable housing for low to moderate-income individuals, promoting geographic diversity in the development of units, the utilization of universal design features, and creating/enhancing mixed-income communities.

The creation of a regional land trust consortium furthers fair housing and prevents, reduces, and eliminates barriers for people or communities of color and those in protected classes in attaining homeownership by removing houses from the market and setting them aside, especially for low-income families. By affirmatively marketing to individuals who have experienced barriers, hosting buyer-training events, and working one-on-one with prospective buyers through the lending process, the consortium will work to overcome a generational knowledge gap tied to the inability to access homeownership opportunities. Additionally, the consortium will partner with financial institutions that qualify the value of the affordability subsidy tied to the home as equity for the homebuyer, allowing the homebuyer to benefit from a less restrictive conventional mortgage.

Finally, MARC and its partners will create and use educational opportunities for a variety of stakeholders to ensure there is a welcoming environment for affordable housing that addresses the needs of the community and affirms fair housing. This includes using data to assess needs and identify disparities, providing education and training for community leaders on model policies, building a business case for supporting policy changes and creating educational opportunities for the public to better understand and support affordable housing opportunities and fair housing laws.

Risk of displacement: MARC and its partners will work with communities and provide technical assistance to mitigate displacement in affordable housing development when implementing changes to policies and processes. Additionally, the RHTF will ensure that displacement is addressed in applications for production and preservation efforts. Expanding the use of CLTs will by their nature work towards decreasing displacement in high-resourced communities or communities with the potential to become high-resourced.

Access for people with disabilities: MARC and its partners are committed to promoting universal design and providing technical assistance to communities for implementing policies that increase access for people with disabilities. Additionally, the RHTF and CLT consortium will operationalize increasing access for people with disabilities by providing incentives, priorities, and set-asides for applications that incorporate universal design and/or create additional housing through new construction and rehabilitation.

Implementation and/or enforcement plan: For MARC and IBTS' work with communities to change policies and processes, IBTS will work with the jurisdictions to develop an agreed-upon set of model codes to be implemented to further harmonize building codes across the region. Should there be challenges in a particular community/jurisdiction, IBTS will create a feedback loop to troubleshoot and discuss across the region to come to a consensus. If consensus is not reached, the group will proceed while additional technical assistance is given to the jurisdiction to support implementation or to adopt all but that code at that time. Part of the land-use policy, zoning, code, and development process strategy will include an implementation guide to assist communities.

The RHTF and CLT consortium will be expected to build enforcement regarding applicable laws, regulations, and jurisdiction policies into their application structure and processes.

Equity-related educational resources, tools, or public input: MARC and its partners utilize several resources to ensure an equity focus, including data and research on equity-related

Mid-America Regional Council PRO Housing Grant

issues in the region and to track changes over time, continual engagement with key stakeholders from diverse communities, and models that advance equity work in the region. As mentioned above, the RHP strategy committee members include representation from diverse communities and were consulted in developing the application and will be a part of the ongoing review of the activities. Additionally, the RHTF will solicit input from diverse communities to establish goals and priorities. The CLT consortium financing model is designed to ensure equity by assisting individuals to access financing where they would otherwise not be able to qualify through traditional lending.

Plan to engage and support minority-, women-, and veteran-owned businesses: Both the RHTF and CLT consortium have long-term plans to engage underrepresented groups to provide technical assistance and training to increase the number of developers of color as well as engage women- and veteran-owned housing developers.

Diversity and equity plan: MARC has a diversity and equity plan; these efforts are woven through our programs and policies. In 2022 as a part of its plan, MARC staff implemented training plans and reviewed internal processes. The agency provided opportunities for DEI-focused conversations, professional development, and activities. MARC also approved a new appearance policy.

Evaluating the effect of your proposal on promoting desegregation, expanding equitable access to well-resourced areas of opportunity, and furthering the de-concentration of affordable housing: MARC and its partners will evaluate the impact of its efforts through data collection and analysis. MARC's PD will work with the data analyst and research services department to determine the key metrics, such as the number of units of affordable housing by geographic area, as well as the evaluation methodology. The data will be reviewed at least annually to look at changes in the region. MARC supports the Housing Data HUB which has the capacity to look at several demographics (race, income, etc.), and housing problems in the region. MARC will utilize this data in assessing demographics in the region and equity-related access.

Tracking progress and evaluating the effectiveness of efforts to advance racial equity? MARC's project director and its partners will track census tract demographics related to housing production and preservation as well as technical assistance to developers of color. This will be done to evaluate access to affordable housing units and diversify the pool of developers. Additionally, MARC and LISC will analyze the advancement of policies to ensure equity is being advanced in the jurisdictions by looking at homeownership and rental units by race, ethnicity, and income.

Affirmative marketing throughout the area: The RHTF and the CLT consortium will build affirmative marketing into their programs. For the RHTF, questions will be built into the application process so that the RHTF can evaluate the plans by developers to incorporate affirmative marketing. Additionally, the RHTF will conduct outreach and marketing for the program and RFPs to diverse organizations across the region. KCCLT has extensive experience in working with communities of color and conducting affirmative marketing and will bring this expertise to the CLT consortium. The CLT consortium will market to people of color, host buyer-training events, and work one-on-one with prospective buyers through the lending process. The CLT consortium is committed to assisting communities of color to overcome a generational knowledge gap tied to an inability to access homeownership opportunities.

v. *What are your budget and timeline proposals?*

MARC's budget includes staffing, subrecipient budgets, and related costs to carry out the proposed activities. Below is a summary as detailed in the HUD 424 CBW.

Mid-America Regional Council PRO Housing Grant

1. Personnel: Federal funds requested include the PRO Housing Project Director – to be hired (TBH) at 88% of FTE (does not include PTO). A portion (4.4%) of FTE, Lauren Palmer to assist with grant administration and planning coordination. Housing Graduate Intern, to assist with grant activities at 20% FTE. A Data Analyst (TBH) to assist with data collection, research, and reporting at 13.2% FTE. A portion (4.4%) of a public affairs coordinator assists with the development and maintenance of the web page, development of messaging, and communication.

2. Fringe Benefits: Fringe benefits are requested for staff associated with the grant. This includes FICA, deferred compensation, insurance, PTO, and other related benefits.

3. Travel: There are two types of travel costs for this project. Travel for two staff to attend housing-related conferences including airfare, lodging, per diem, and ground transportation. In addition, mileage is requested for local travel for staff to attend meetings with partners, community members, and community events related to grant activities.

4. Equipment: Funds are not being requested for equipment.

5. Supplies: Supplies include computer workstations for new staff and general office supplies for staff including paper, printer cartridges, and pens.

6. Consultants: Funds are not being requested for consultants.

7. Contracts and sub-awards: 7a. Contracts: MARC will enter into a contract for an education campaign to develop messaging and collateral materials related to the need for affordable housing. Additionally, MARC will contract with Assel Grant Services to consult on implementation. 7b. Sub-awards: MARC has three sub-recipients that will complete the activities discussed in this section. Below are summaries of their budget requests.

A sub-award to LISC – Greater Kansas City will provide funding for the implementation of activities related to the development of the Regional Housing Trust Fund (RHTF). Project costs are related to staff time and consultants to oversee and implement activities including development and infrastructure, education, training, and technical assistance.

A sub-award to IBTS will provide funding to support the implementation of activities related to working with jurisdictions to develop and implement pro-housing building codes, zoning, and land use policies. Project costs are related to staff time to oversee and implement activities, consultants with specific skills to assist with training, and technical assistance.

A sub-award to KCCLT provides funding for the implementation of activities related to the development of the regional CLT. Project costs are related to staff time to oversee and implement activities including development and infrastructure, education, training, and technical assistance.

8. Construction: Funds are not being requested for construction

9. Other: Funds are being requested for office space, conference registration, and professional membership fees for MARC staff. Printing and postage costs for meetings and educational materials, and fees associated with the application development.

Indirect costs are based on MARC's NICRA (provided in the appendices). Table 4 is the budget for year one with federal and leveraged funds. Table 5 shows the federal request for years two through six. Changes to the budget in subsequent years include decreases due to one-time costs in year one and infrastructure work for the RHTF and CLT consortium being completed in years one and two. Other cost adjustments are due to annual salary increases and associated benefits. Table 6 outlines the leveraged funds for subsequent years as reflected in Exhibit F.

Mid-America Regional Council PRO Housing Grant

Table 4: Year One Budget

Expense	Federal Request	Leveraged Funds	Total
1. Personnel	\$86,219.04	\$23,807.03	\$110,026.07
2. Fringe	\$43,697.26	\$12,570.11	\$56,267.37
3. Travel	\$4,377.50	0	\$4,377.50
4. Equipment	0	0	0
5. Supplies	\$5,000.00	0	\$5,000.00
6. Consultants	0	0	0
7. Contracts/Subawards	\$843,747.43	\$557,716.88	\$1,401,464
8. Construction	0	0	0
9. Other	\$21,435.95	\$1,190.35	\$22,626.30
Total Direct	\$1,004,477.18	\$595,284.37	\$1,599,761.55
Indirect	\$43,911.71	\$12,295.47	\$56,207.18
Total Costs	\$1,048,388.89	\$607,579.84	\$1,655,968.73

Table 5: Federal Request Years 2-6

Expense	Year 2	Year 3	Year 4	Year 5	Year 6
1. Personnel	\$89,237.71	\$92,359.99	\$95,592.59	\$98,938.33	\$102,401.07
2. Fringe	\$47,116.98	\$48,490.28	\$48,447.93	\$50,143.61	\$51,898.63
3. Travel	\$4,377.50	\$4,377.50	\$4,947.50	\$4,947.50	\$4,947.50
4. Equipment	0	0	0	0	0
5. Supplies	\$750.00	\$500.00	\$500.00	\$4,500.00	\$500.00
6. Consultants	0	0	0	0	0
7. Contracts/ Subawards	\$788,864.60	\$547,307.07	\$476,137.85	\$390,931.37	\$400,217.93
8. Construction	0	0	0	0	0
9. Other	\$6,586.84	\$6,918.00	\$7,079.63	\$7,246.92	\$7,420.06
Subtotal	\$936,932.62	\$699,952.84	\$632,705.50	\$556,707.72	\$567,385.29
Indirect Costs	\$46,087.55	\$47,607.39	\$48,685.70	\$50,389.70	\$52,153.33
Total Federal Request	\$983,020.71	\$747,560.23	\$681,391.20	\$607,097.42	\$619,538.63

Mid-America Regional Council PRO Housing Grant

Table 6: Leveraged Funds Years 2-6

Expense	Year 2	Year 3	Year 4	Year 5	Year 6
1. Personnel	\$24,640.27	\$25,502.68	\$26,395.28	\$27,319.11	\$28,275.28
2. Fringe	\$13,010.06	\$13,465.42	\$13,936.71	\$14,424.49	\$14,929.35
3. Travel	0	0	0	0	0
4. Equipment	0	0	0	0	0
5. Supplies	0	0	0	0	0
6. Consultants	0	0	0	0	0
7. Contracts/ Subawards	\$572,692.11	\$522,751.36	\$533,033.42	\$557,413.75	\$550,254.73
8. Construction	0	0	0	0	0
9. Other	\$1,232.01	\$1,275.13	\$1,319.76	\$1,365.96	\$1,413.76
Subtotal	\$611,574.46	\$562,994.59	\$574,685.17	\$600,523.31	\$594,873.12
Indirect Costs	\$12,725.81	\$13,171.22	\$13,632.71	\$14,109.34	\$14,603.16
Total Leverage	\$624,300.28	\$576,165.81	\$588,317.38	\$614,632.65	\$609,476.29

Budgeting and managing a successful project if HUD awards a different dollar amount: Should a different dollar amount be awarded, MARC would work with its partners to determine the priorities, and revise budgets. Depending on the amount of reduction, MARC and its partners would scale back activities, however, is committed to providing the four main proposed activities. This would include the number of training and educational activities being provided to jurisdictions. MARC would also work with HUD to determine priority areas to assist in reducing the budget and associated activities.

If MARC were awarded 50% of the funding requested, there would be a significant reduction in activities, primarily in reviewing codes and zoning; staffing would also need to be reduced, which in turn would have an impact on the activities. MARC would look to fund this work through other sources. Additionally, the RHTF and CLT consortium have been identified as high priorities in the region and need resources to fully implement.

**Mid-America Regional Council
PRO Housing Grant workplan/timeline**

Year 1														Milestone	Person(s) Responsible
Task Details	Month														
	1	2	3	4	5	6	7	8	9	10	11	12			
<i>Key: MARC Housing Program Manager (MARC), Project Director (PD), Data Analyst (DA), Institute for Building Technology and Safety (IBTS), Local Initiatives Support Corporation Greater Kansas City (LISC), Kansas City Community Land Trust (KCCLT)</i>															
Advertise and recruit for project director, data analyst	X	X												Staff hired and trained	MARC
Develop and secure contracts with partners	X													Contracts	MARC
Determine data collection needs				X	X	X								Process in place	PD, DA
Review data, outcomes, and best practices, and develop strategies to address gaps			X			X			X				X	Meetings	PD, DA, LISC, IBTS, KCCLT, MARC
Track outcomes and data				X	X	X	X	X	X	X	X	X	X	Reports	PD, DA
Review data				X	X	X	X	X	X	X	X	X	X	Reports	PD, DA, LISC, IBTS, KCCLT
Submit all required reports						X							X	Reports	PD, DA
Establish a program leading to community adoption of pro-affordable housing land use policies, zoning codes, and processes															
Convene stakeholders to create a strategy to assessing and addressing issues within planning documents, codes, and processes		X	X	X	X	X								Meetings	IBTS, MARC
Develop a recognition program for communities adopting pro-housing policies and codes							X	X	X					Recognition program	IBTS, PD
Identify key areas for technical assistance (TA) around regional planning models				X	X	X								TA work plan	IBTS
Harmonization of Building Codes															
Establish a baseline of the implementation of 2024 building codes				X	X	X								Report	IBTS
Convene building code officials and key stakeholders to discuss and integrate code updates with resilient and affordable housing construction		X	X	X	X	X	X							Meetings	IBTS, PD, MARC
Provide TA for the implementation of updated code adoptions and amendments					X	X	X	X	X	X	X	X	X	TA provided	IBTS
Develop educational training for building code officials, elected officials, and developers					X	X	X	X	X	X	X	X	X	Education sessions, materials developed	IBTS, PD
Creation and implementation of the Regional Housing Trust Fund (RHTF) business model															
Hire staff	X	X	X	X	X	X								Staff hired and	LISC

**Mid-America Regional Council
PRO Housing Grant workplan/timeline**

																		trained	
Increase organizational and back-office staff capacity	X	X	X	X	X	X												Staff policies and procedures in place	LISC
Work with a project management consultant to create a business plan	X	X	X	X	X	X												Plan created	LISC
Collect and analyze CoStar data to see how multifamily projects are funded to identify gaps and determine trends	X	X	X	X	X	X												Report on findings	LISC
Capitalize RHTF with public, private, and philanthropic dollars to deploy to affordable housing projects across the entire nine-county region																			
Hire a lending program officer							X	X	X									Staff hired and trained	LISC
Identify investors	X	X	X	X	X	X												List of initial investors	LISC
Conduct outreach and educate potential investors			X			X				X								Meetings	LISC
Secure commitments to capitalize the fund				X	X	X	X	X	X	X	X	X	X	X	X	X	X	Funding goals met	LISC
Engage investors through meetings, updates			X			X				X								List of investors	LISC
Creation of the RHTF funding structure																			
Engage investors to solicit input into the structure	X	X	X	X	X	X												Structure in place	LISC
Engage low-moderate income individuals, developers, and organizations that serve such individuals to develop goals and priorities	X	X	X	X	X	X												Goals and priorities in place	LISC, PD
Create fund structure governance, decision-making, and advisory board	X	X	X	X	X	X												Board lists	LISC, PD
Create a fund management guide including underwriting, monitoring, and asset management	X	X	X	X	X	X												Guidebook developed	LISC
Create service lines including grants, loans, lines of credit, and guarantees	X	X	X	X	X	X												Service lines created	LISC
Determine interest rates on products and the percentage of low-interest/zero-interest loans and grants to ensure the sustainability of funds								X	X	X	X	X	X	X	X	X	X	Interest rates set and funding pools developed	LISC
Create a request for proposals (RFP) process, including review, scoring, marketing of funds availability, and information sessions								X	X	X	X	X	X	X	X	X	X	RFP developed	LISC, PD
Create a contract process for developers								X	X	X	X	X	X	X	X	X	X	Written contract and procedures	LISC, PD

**Mid-America Regional Council
PRO Housing Grant workplan/timeline**

Conduct outreach and education with developers and community-based and trade organizations							X	X	X	X	X	X	Engagements	LISC, PD
Creation of a community land trust (CLT) consortium to support CLT development and technical assistance (TA)														
Establish the CLT consortium structure	X	X	X	X	X	X	X	X	X	X	X	X	Entity documents	KCCLT, MARC
Recruit and appoint board members							X	X	X	X	X	X	Board list	KCCLT, PD, MARC
Create membership levels and targeted numbers							X	X	X	X	X	X	Membership documents	KCCLT
Create a pre-membership memorandum of understanding (MOU) between the consortium and prospective CLT members							X	X	X	X	X	X	MOU	KCCLT
Create standard local committee resolution							X	X	X	X	X	X	Resolution	KCCLT
Create standard co-development MOU							X	X	X	X	X	X	MOU	KCCLT
Develop training and TA							X	X	X	X	X	X	Training/TA plan	KCCLT, PD
Create marketing materials										X	X	X	Marketing products	KCCLT
Identify three locations and members for scaled CLT efforts										X	X	X	Locations identified	KCCLT
Host informational workshops										X	X	X	Workshops and attendance	KCCLT
Provide TA to identify membership financing, development, and operational financing										X	X	X	TA provided	KCCLT

Future Years													
Task Details (Key area)	Year 2		Year 3		Year 4		Year 5		Year 6		Milestone	Person(s) responsible	
	Q1/ Q2	Q3/ Q4	Q1/ Q2	Q3/ Q4	Q1/ Q2	Q3/ Q4	Q1/ Q2	Q3/ Q4	Q1/ Q2	Q3			
Develop and launch a recognition program for communities implementing codes and policies	X	X									Program outline	MARC, PD, IBTS	
Recognize communities for pro-affordable housing codes and policies			X	X	X	X	X	X	X	X	Recognition events	MARC, PD, IBTS	
Identify key areas for TA	X	X									TA plan	MARC, PD, LISC, IBTS	
Create an implementation guidebook for	X	X									Guidebook	MARC, PD,	

**Mid-America Regional Council
PRO Housing Grant workplan/timeline**

housing policies, codes, and processes jurisdiction												LISC, IBTS
Promote guidebook		X	X								Presentations	MARC, PD, LISC, IBTS
Conduct regional research on government structures	X	X	X	X							White paper/report	MARC, PD
Create educational programming for key groups to champion affordable housing	X	X	X	X	X	X					Trainings	MARC, PD, IBTS
Hold educational sessions on affordable housing			X	X	X	X	X	X	X	X	Sessions conducted	MARC, PD, IBTS
Create an educational series to understand code revisions/recommendations	X	X									Trainings	MARC, PD, IBTS
Hold educational sessions on code revisions/recommendations			X	X	X	X	X	X	X	X	Sessions conducted	MARC, PD, IBTS
Work with communities on the implementation of building code changes	X	X									Building codes implemented	MARC, PD, IBTS
Market and issue RFP for RHTF	X		X		X		X		X		Applications received	LISC
Execute contracts for RHTF funding		X		X		X		X		X	Funds disbursed	LISC
Review the RFP process for RHTF to solicit feedback and make revisions		X									Review complete	MARC, PD, LISC
Create a survey mechanism and process to solicit ongoing feedback into RFP for the RHTF process				X				X		X	Survey	MARC, PD, LISC
Produce RHTF annual report and hold annual meetings with investors		X		X		X		X		X	Annual report	MARC, PD, LISC
Conduct ongoing outreach and education with developers and community-based and trade organizations to understand RHTF	X	X	X	X	X	X	X	X	X	X	Number of engagements	MARC, PD, LISC
Identify and create support programs, including training, for developers	X	X									Programming	MARC, PD, LISC
Hire local/national partner to develop a mentorship program for affordable housing development	X	X									Individuals mentored	LISC
Offer ongoing training to developers				X		X		X		X	Training provided	LISC
Execute MOUs with groups wishing to	X	X	X	X	X	X	X	X	X	X	MOUs	KCCLT

**Mid-America Regional Council
PRO Housing Grant workplan/timeline**

proceed with locally governed CLT memberships													
Assist locally governed CLT memberships in identifying membership financing	X	X	X	X	X	X	X	X	X	X	X	Membership financing	KCCLT
Assist groups in identifying development and operational financing for CLT memberships	X	X	X	X	X	X	X	X	X	X	X	Funds acquired by membership	KCCLT
Seek realtor licensure for consortium staff members	X	X										Staff with licensure	KCCLT
Conduct outreach to homeowners' associations	X	X	X	X	X	X	X	X	X	X	X	Number of engagements	KCCLT
Host elections for organizational board members	X	X										Board list	KCCLT
Provide TA to affordable housing developers	X	X	X	X	X	X	X	X	X	X	X	Number of engagements	MARC, PD, KCCLT
Conduct buyer outreach for CLT	X	X	X	X	X	X	X	X	X	X	X	Number of engagements	KCCLT
Develop aging-in-place programming	X	X										Number of engagements	MARC, PD, KCCLT
Develop buyer-initiated sales programming for CLT developers	X	X										Number of engagements	MARC, PD, KCCLT
Educate consortium members about policy issues	X	X	X	X	X	X	X	X	X	X	X	Number of engagements	MARC, PD, KCCLT
Review and update data collection needs	X		X		X		X		X			Process in place	PD, DA
Review data, outcomes, and best practices and develop strategies to address gaps	X		X		X		X		X			Meetings	PD, DA, LISC, IBTS, KCCLT
Track outcomes and data	X	X	X	X	X	X	X	X	X	X	X	Reports	PD, DA
Review data	X	X	X	X	X	X	X	X	X	X	X	Reports	PD, DA, LISC, IBTS, KCCLT
Submit all required reports, including grant closeout and final report		X		X		X		X		X		Reports	PD, DA

Mid-America Regional Council

HUD PRO Housing Grant

Exhibit E – Capacity

Mid-America Regional Council PRO Housing Grant

Exhibit E Capacity

i. Capacity and Staffing Plan

MARC is the lead entity and will be responsible for the implementation of the proposed activities and work plan. MARC will provide grant administration, oversee the subrecipient work and use of funds, guide the planning, and ensure completion of all data collection and reporting.

MARC is a nonprofit association of city and county governments and serves as the federally designated metropolitan planning organization (MPO) for the bi-state Kansas City region and as the council of governments (COG) for the nine counties and 119 cities in the region. MARC is governed by a board of directors consisting of local elected officials. MARC has 50 years of experience convening partners and coordinating planning efforts on issues that cross city, county, and state lines. Such issues include housing, health care, public safety, and emergency management. MARC's research services department collects, analyzes, and reports regional data related to economic forecasting, quality of life indicators, and demographic trends.

MARC has a deep history in housing research, analysis, and policy through its regional planning and coordinating efforts and its support of the communities in the MARC region. Although its foundation has been many years in the making, Creating Sustainable Places was officially launched in October 2010, when a consortium of more than 60 regional partners, led by the MARC, who received a \$4.25 million planning grant from the HUD to advance the implementation of the Regional Plan for Sustainable Development. The Planning Sustainable Places is currently in its sixth round of funding to communities.

MARC's other regional efforts related to housing include the development of the Regional Housing Partnership (RHP) and First Suburbs Coalition (more on these initiatives on page 33). MARC also supports Kansas City (KC) Rising's work within the neighborhood pillar. KC Rising was initiated in 2015 by MARC, the Civic Council of Greater Kansas City, the Kansas City Area Development Council, and the Greater Kansas City Chamber of Commerce. The vision was to accelerate the region's economic growth. In 2020, KC Rising adopted a set of Pillars of Prosperity, including goals and strategies around enterprise, industry, and education. KC Rising has recently added pillars around inclusion, connectivity, culture, and neighborhoods. The neighborhood pillar stresses the importance of healthy, safe, and attainable housing options that allow people to build better futures. Finally, MARC created the *Remodeling for Accessible Homes Idea Book*. This guidebook offers ideas and cost ranges for modifying an existing home to accommodate the needs of all ages to live more safely and independently while maintaining family and community activities.

Relevant project management, quality assurance, financial and procurement, and internal control capacity to quickly launch and implement a major project: MARC's 2023 budget is \$105 million, with 66% from federal and state funds. Three-fourths of MARC's annual cash revenues are passed through to nonprofit and local public organizations (e.g., school districts, and local governments). MARC has a proven track record of successfully administering multiyear federal grants, including those from the Department of Health and Human Services, Department of Justice, Department of Transportation, and Department of Commerce and using a sophisticated financial reporting system to satisfy local, state, and federal grant requirements. MARC is a seasoned administrator entity that routinely works with and monitors subrecipients. While MARC does not have experience in using the Disaster Recovery Grant Reporting (DRGR) system, the research services department will work with the project director and data analyst to ensure accurate data collection and reporting to HUD.

Mid-America Regional Council PRO Housing Grant

MARC has programmatic, fiscal, and administrative tracking systems for federal grants and has an excellent record of managing federal, state, and private grant funds as documented by its single audit reports.

Accounting policies and procedures: MARC has policies and procedures in place that create a strong environment of internal controls and separation of duties. MARC grant managers and accountants are responsible for establishing and maintaining an internal control structure in the accounting system. Awards are assigned a unique grant and project number, account strings for income statement and balance sheet accounts are set up, and budgets are imported into the accounting software. Expenses are recorded using the appropriate account string and reviewed/approved by program staff and grant accounting staff. Expenses greater than \$2,500 are reviewed/approved by department directors.

Finance personnel review and approve all transactions for compliance before charging against grant funds. The program director and grant accounting staff review each month's expenditures as part of the regular reimbursement request and reconciliation processes to ensure that project personnel accurately code charges against the grant, finance personnel correctly code charges to the appropriate cost center, and personnel time and effort reimbursements are correct. MARC complies with all procurement standards as set forth by the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. The Government Finance Officers Association of the United States and Canada (GFOA) has awarded a Certificate of Achievement for Excellence in Financial Reporting to MARC for its comprehensive financial report since 1982.

Subrecipient monitoring: As mentioned, approximately 75% of MARC's annual cash revenues are passed through to nonprofit and local public organizations. MARC has policies and procedures in place that comply with federal guidelines, which include conducting risk assessments prior to or at the time of the contract, collection, and review of program and fiscal reports by the program manager and the grant accountant/grant manager, subrecipient monitoring, and desk audits completed annually by the grant manager.

Monitor, assess, and document project activities: The project director (PD) will be responsible for communication with HUD, evaluating progress against the identified outcome and key performance metrics, managing the timeline, compiling financial and narrative reports, and submitting reports in a timely manner. The PD will monitor the program activities of subrecipients.

Measure and monitor project success: To meet the required performance measures, the PD will work with MARC's partners to gather aggregate performance metrics. The PD will also work with MARC's data analyst (to be hired) to collect data and analyze and develop reports. The PD will coordinate with MARC's partners to track and review the project goals and measurements quarterly. Utilizing an electronic reporting template, the PD will submit required programmatic and fiscal reports, and ensure they are posted on the landing page. The PD will be responsible for evaluating project progression.

Method of tracking: Evaluation methods include a communication feedback loop from partners and the RHP strategy committee to the PD to evaluate milestones against the defined timeline and track defined project metrics.

Performance evaluation: The PD, in conjunction with MARC's partners, will use formative evaluation results to adjust programmatic areas and to provide additional technical assistance to partners and communities. The PD will be responsible for submitting timely semi-annual progress reports and the final report to HUD prior to the reporting deadline. The project evaluation plan includes the projected outcomes data source, and frequency of measurement (as displayed in Exhibit G).

Mid-America Regional Council PRO Housing Grant

Describe your jurisdiction's leadership capacity and legal authority: MARC is an MPO, has more than 50 years of experience convening partners and coordinating planning efforts on issues, and has worked effectively with cities, counties, and states. MARC has solicited input from the jurisdictions across the geographic region for the activities outlined in the application and will continue this work by convening meetings, providing technical assistance, and training on planning and implementation in the communities to successfully remove barriers to affordable housing. To date, the response has been positive, and the cities and counties look forward to working with MARC on this project.

Partners: MARC has partnered with three organizations, Local Initiatives Support Corporation Greater Kansas City, Institute for Building Technology and Safety, and Kansas City Community Land Trust, to complete the activities outlined in the grant.

LISC Greater Kansas City (LISC), an affiliate of LISC-national, partners with residents and stakeholders to forge resilient and inclusive communities of opportunity – great places to live, work, visit, do business, and raise families. LISC accomplishes this by fostering partnerships, leveraging investments, creating system changes, and transforming the environment. LISC will be the lead organization responsible for developing and implementing the Regional Housing Trust Fund (RHTF). LISC co-led the effort to create the Promoting Equitable Neighborhoods (PEN) work group's final recommendations for Kansas City's Housing Trust Fund in 2021, many of which have been incorporated into the City of Kansas City, Missouri Housing Trust Fund. LISC staff currently serves on the advisory board for the fund. LISC also worked with a consultant to create an Affordable Housing Developer Needs Assessment that informs the goals and product type of the RHTF. This assessment was completed in the fall of 2023.

Institute for Building Technology and Safety (IBTS): The IBTS is a 501(c)3 nonprofit organization that is guided by a board of directors consisting of national associations representing city, county, and state-level governments: International City/County Management Association, National League of Cities, the National Association of Counties, and the Council of State Governments. IBTS will be responsible for implementing work with cities and counties in the geographic region to review building codes, zoning, and development processes to identify and mitigate barriers to affordable housing. IBTS has extensive experience serving local governments by using data, planning, and training to address housing challenges in communities. Recent work has included conducting a cost-benefit and feasibility study for the City of College Park, Maryland, to analyze building code and enforcement services to create a set of recommendations and an action plan. The goal was to address and identify ways to assist in the provision of affordable housing. IBTS provided regulatory efficiency solutions for planning, zoning, permitting, and building codes, which catalyzed the implementation of increased affordability for builders and residents. Additionally, they assisted the Enterprise Community Partners in their Building Resilient Futures Initiative. This initiative consists of holding eight to 12 regional resilience academies, each comprised of 10 to 25 participants. IBTS assisted in each of these academies, working one-on-one with municipal leaders, public housing directors, chief resilience officers, and nongovernment organizations that need assistance in identifying resilience gaps and affordable housing opportunities, and developing mitigation strategies to find and apply for funding. Finally, IBTS assisted the City of Concord, North Carolina, with an affordable housing market study to provide an analysis of household affordability throughout all population segments of the City of Concord. This housing needs assessment for the City and

Mid-America Regional Council PRO Housing Grant

stakeholders, highlighted expected demographic trends and future demands for housing, regulations, and obstacles preventing the market from effectively responding to this demand.

Kansas City Community Land Trust (KCCLT) is a private nonprofit created to acquire and hold land for the benefit of the community and to provide secure affordable access to land and housing for community residents. KCCLT acquires property and seeks to create homes and a sustainable use of limited subsidies. KCCLT recycles the subsidy that made the home affordable. Subsidies used by KCCLT do not enter the market nor are they provided to investors. KCCLT will be responsible for establishing and supporting the regional community land trust (CLT) consortium.

KCCLT has already successfully begun scaling the CLT model through a partnership with one locality in the Kansas City area, the historic northeast. In this partnership, KCCLT held a series of workshops with the community residents in multiple languages due to the Historic Northeast's diverse immigrant and refugee population. In these workshops, KCCLT trained residents and community leaders regarding the CLT model and how the community can use the CLT model to address its specific needs. Using that information, KCCLT worked with a *pro bono* attorney for the community to draft operations documents (e.g., Ground Lease, Buyer Requirements, Assignment of Ground Lease Rights to the Local Community, etc.) that are specific to the community's needs. A local developer in the historic northeast developed a home and sold the home to a buyer while transferring the land under the home to KCCLT, subject to the local community's operations documents. Organizations were able to partner together to bring maximum affordability to the community for two homeowners (the seller and the buyer) according to the community's own guidelines. In this situation, the home was sold to a refugee family that works in the historic northeast and would likely not have been able to purchase a home on the open market. The partnership between KCCLT and the historic northeast is continuing through a co-application to bring an AmeriCorps team to prepare six additional houses in the neighborhood for rehabilitation and transfer to KCCLT. In addition, this work will include pre-development work for 20 vacant lots to build 20 homes that will also be part of the KCCLT.

MARC, as the lead agency and grantee, will work to ensure that partners have the information needed to carry out the requirements of the grant. This includes any technical assistance and resource-sharing opportunities. MARC will maintain open communications with partners to ensure mutual progress and work to mitigate issues that may cause a partner to drop out of participating in the grant work. If there became a point where a partner did need to leave the project, MARC would communicate promptly with HUD about the issue, begin looking for another regional partner that could assume the grant work, or potentially convert subrecipient dollars into contractor dollars to complete necessary work and/or bring the work in-house at MARC. MARC will create subrecipient contracts that include the scope of work, the budget, and a provision for terminating the contract. MARC has all the structures and systems in place, and/or is currently working with these partners, which will allow MARC to be able to implement the project once awarded.

Agency's or entity's experience working with and coordinating partners: As a voluntary association of local governments, MARC convenes partners and coordinates planning efforts on a wide range of issues. MARC works with cities, counties, and other entities to identify common objectives and achieve collective goals. MARC has no taxation or regulatory authority. As

Mid-America Regional Council PRO Housing Grant

mentioned previously, 75% of the funds MARC receives are passed through to subrecipients, including local governments and other agencies. As one of more than 300 MPOs across the United States, MARC is responsible for transportation planning for the region. This includes both long- and short-range plans. MARC's Total Transportation Policy Committee (TTPC) oversees the allocation of millions of dollars in federal and state transportation funds each year. Transportation planning is closely connected to many of MARC's other programs, including air quality and land use forecasts.

The First Suburbs Coalition was formed by MARC to bring together communities to share information and forge a larger partnership between the public and private sectors. The First Suburbs Coalition works to address issues facing first suburb communities, enhance the unique qualities these communities offer, and maintain a high quality of life for current and future generations. First suburbs are communities where much of the housing was built shortly after World War II and limited amounts of undeveloped land exist within the city's boundaries. Common issues facing these communities include the age of private and public infrastructure and a lack of green fields for development. Elected officials, local government staff, and private sector partners participating in the coalition have implemented several successful initiatives. Coalition members have developed practices and policies to help first suburb communities become redevelopment-ready, such as implementing sustainable codes, planning for, and managing demographic changes to create communities for all ages, and promoting housing remodeling within first suburbs.

It is the 2019 work that led to the MARC/LISC creation of the RHP. Drawing on LISC's housing experience and MARC's convening capacity, the partnership supports, connects, and amplifies more local and focused efforts to address housing challenges across the region.

The goal of RHP is to build an effective housing system that expands and sustains access to affordable housing. This is done by mobilizing individuals and organizations around creating and preserving more homes of greater variety and at different price points across the region. The RHP studies, plans, supports, and facilitates the preservation and creation of affordable housing units while strengthening the capacity of civic infrastructure to address housing challenges on an ongoing basis. The work of the RHP focuses on seven elements of an effective affordable housing system. These elements interact to enhance the ability of all persons and families in the region to access safe, affordable, and quality housing and include: 1) market data and analytics, 2) networked leadership, 3) financing and development tools, 4) production capacity, 5) rental and ownership support systems, 6) supportive public policy, and 7) public engagement and support. (More information on the role of the RHP and the membership of the committee can be found in Section Diii, pages 14-15.)

Application development: This application was developed and written by Assel Grant Services (AGS) in partnership with MARC. MARC and AGS began a contractual relationship in 2022, with AGS providing a wide range of services including monitoring of the Federal Register, federal agency communications, and statewide opportunities; grant writing; coaching/reviewing grants; post-award technical assistance; facilitation of stakeholder groups; and project management.

AGS is a full lifecycle professional grant services firm with a strong emphasis, skill set, and experience with federal government grants. AGS staff includes a team of credentialed grant professionals dedicated solely to federal grant services, including pre-award services (project management, writing, reviewing, and submission) as well as post-award services (grant

Mid-America Regional Council PRO Housing Grant

implementation, management, monitoring, reporting), in alignment with best practices and federal standards.

Staff involved in the development of the PRO Housing Grant application include Julie Alsup, Vice President of Operations, and Amy Knudsen, Grant Specialist. Alsup provided project management for the application development, attended weekly meetings with MARC, and assisted in the facilitation of meetings with key stakeholders as well as other high-level strategy meetings. Amy served as the primary writer for this application and participated in all meetings with MARC and community stakeholders to inform the development of the application. Knudsen worked with MARC and its partners to gather information and data for application development.

MARC will determine ongoing work, including post-award technical assistance and project management for the HUD PRO Housing activities, and enter into a contract with AGS if desired, once a grant award has been finalized.

Agency/partner(s) have experience working with civil rights and fair housing issues: MARC and its partners have extensive experience with fair housing and civil rights and incorporate the work with communities through data, training, and technical assistance. This begins with collecting and analyzing data. Through its research services department (RSD), MARC provides datasets and maps describing boundaries, resources, and features in the Kansas City region. MARC provides this information to increase regional awareness on shared issues, provide a public service, and assist local governments and planning agencies with their own maps, analyses, and decision-making processes. Geographic information systems (GIS) are used every day to assist regional planning efforts such as transportation planning, environmental programs, and emergency services. MARC supports collaboration among area governments on cross-jurisdictional GIS projects and cost-sharing endeavors. This work is coordinated through the KC Metro GIS Committee, a regional consortium of GIS professionals.

As a part of this data service and in conjunction with the RHP, MARC maintains a Housing Data Hub that provides census tract data and maps to analyze data by several demographics including race, income, and housing problems to name a few. This data is used in planning to highlight racial and economic disparities in developing strategies, and policy recommendations and will inform the work of HUD PRO Housing.

LISC is committed to advancing racial equity in local communities and eliminating the racial wealth, health, and opportunity gap across all programs. This is accomplished by using data to inform policies and practices as well as advocating for fair housing. Part of LISC's advocacy efforts includes supporting efforts to improve the Affirmatively Furthering Fair Housing (AFFH) rule. In its work with creating and implementing the RHTF, fair housing will be central in the structure of the funding and program requirements for affordable housing development and preservation.

IBTS' efforts to reduce the existing segregation of housing based on race and income include working to introduce new affordable housing options. IBTS recommends zoning and regulations that allow the mixing of housing types to be built. Examples of recommendations include density bonuses for including affordable housing mixed within a larger planned development and form-based codes that look at the appearance of a building or neighborhood and not its use. In addition, IBTS recommendations include a reduction of impact fees for developments that include affordable housing, removal of barriers to manufactured housing being used in place of onsite construction and allowing for the mixing of housing types within a project.

Mid-America Regional Council PRO Housing Grant

KCCLT has a history of ensuring communities and residents understand the Fair Housing Act. KCCLT focuses on the challenge of marketing owner-occupied housing to communities historically underserved by the real estate market. With high poverty rates, varied financial literacy, and even multiple languages, the CLT will train local and native residents in each community in the geographic region to help disseminate information throughout the community about the CLT model and how it operates from a trusted source and fair housing.

KCCLT trains local contacts through education and outreach workshops held in each community to ensure there is a locally trusted community contact who can handle and refer questions to CLT. This includes issues related to discrimination and fair housing. Community contacts will attend immersive training on the Federal Fair Housing Act and applicable state and local fair housing laws to help them understand their goals in marketing the housing opportunities.

MARC's housing programs are structured within the local government services department, which is led by Lauren Palmer, Director of Local Government Services. Palmer provides leadership to the organization's work in supporting local governments in the Kansas City region. Programs include safe and secure communities (emergency services and 9-1-1 public safety), Government Training Institute, Regional Housing Partnership, First Suburbs Coalition, Managers Roundtable, Kansas City Regional Purchasing Cooperative, and other shared services. Palmer will provide executive administration and oversight and directly supervise Katie Killen, the Housing Program Manager. Palmer is included in the budget at 4.4% full-time equivalent (FTE) time.

Katie Killen, the Housing Program Manager, will directly supervise the PD of the PRO Housing grant, ensuring the project is on track and performing. Killen will also coordinate with the RHP to solicit input. Killen's level of effort will be 17.6% FTE time, which will be provided in-kind. Killen has been Housing Program Manager since 2021 and leads the RHP work. Her work includes developing relationships with partner agencies and establishing the division of partnership duties for accomplishing joint objectives. Additionally, Killen assists with the planning, coordinating, and executing the delivery of RHP grants and program deliverables. Killen oversees the identification and recruitment of diverse stakeholders to form and support the RHP strategy committee. Killen coordinates with the research services department on research priorities to educate the region on housing issues and monitor performance measures to evaluate the effectiveness of housing initiatives; oversees the selection, management, and use of consultants, including procurement, negotiating contracts, monitoring deliverables for quality assurance, providing support, and evaluating performance; and identifies, applies for, and administers private, local, state, and federal grants. Killen received her juris doctor from the University of Missouri - Kansas City School of Law with an emphasis on urban, land use, and environmental law and has a master's degree in public administration from the University of Kansas. As an attorney, Killen has represented tenants and worked with neighborhoods on a variety of issues related to zoning and affordable housing. Previously, Killen worked for the City of Shawnee, Kansas, as an assistant to the city manager and then as the assistant city manager.

MARC will hire one FTE housing program director who will serve as PD for the HUD PRO Housing Grant activities and will be supervised by Killen. The level of effort of the PD on the grant will be 88.0% (actual working hours). The PD will be responsible for program management and working with the subrecipients to implement the project. The PD will support the regional housing work and work with the research services department and the data analyst to compile reports for HUD on performance measures.

Mid-America Regional Council PRO Housing Grant

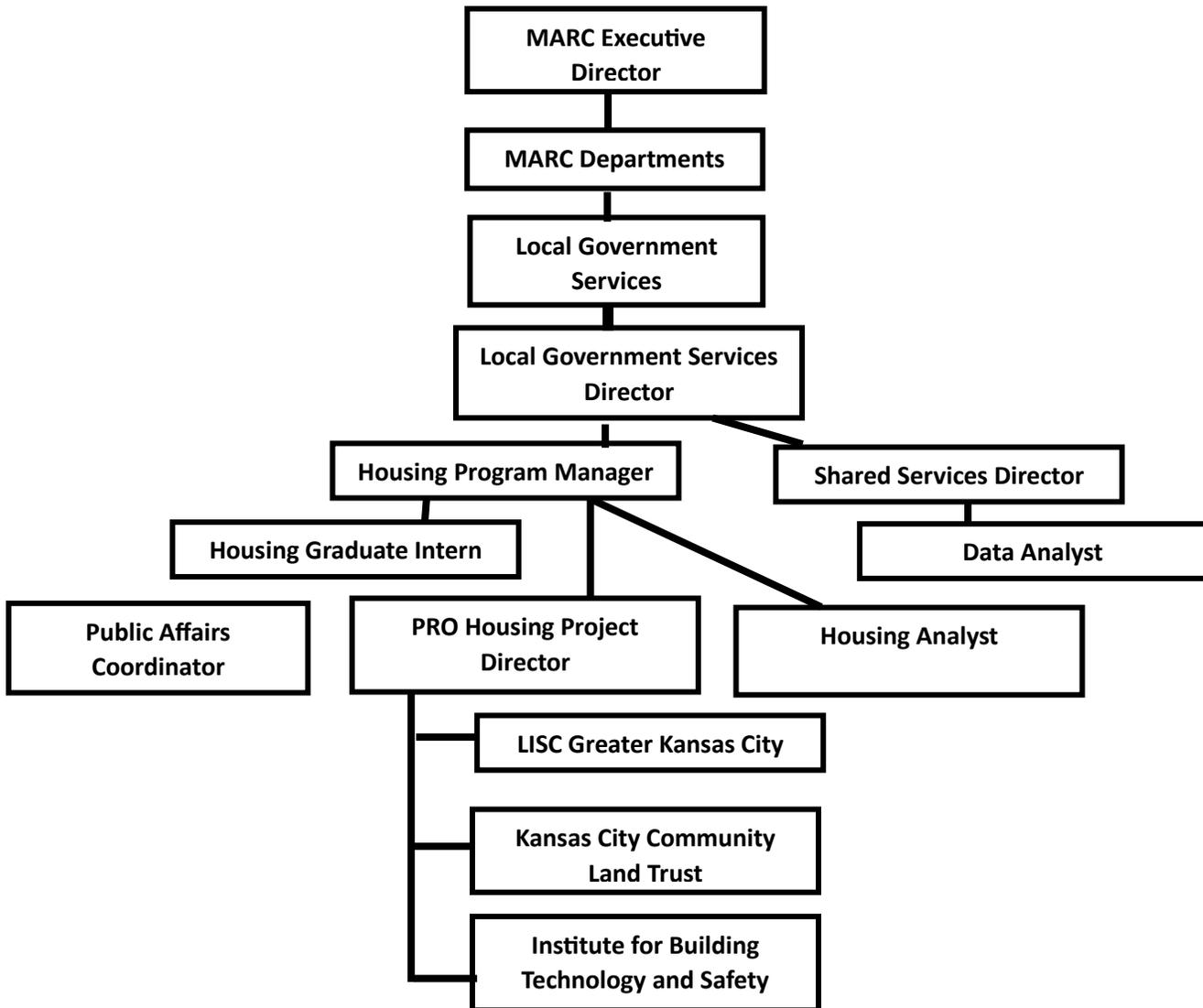
MARC's graduate intern in housing will spend 20.0% FTE on the HUD PRO Housing grant activities. This will include assisting the PD with education and outreach-related activities, research, and supporting the team.

MARC's public affairs and communication coordinator will spend 4.4% on HUD PRO Housing grant activities. This includes the development and maintenance of the website page for the HUD PRO Housing project and the development of communication pieces, such as notices for public hearings.

MARC will hire one FTE data analyst who will dedicate 13.2% of the time to HUD PRO Housing grant activities, including the development of key metrics, data collection, and analysis, and assistance with reporting in the DRGR reporting system.

MARC will hire one FTE housing analyst who will dedicate 17.6% of the time to HUD PRO Housing grant activities, this will be provided in kind. The housing analyst will assist with education, outreach, research, and supporting the team.

Below is an organizational chart showing MARC's structure including the line to HUD PRO Housing grant activities and sub-recipients.



Mid-America Regional Council

HUD PRO Housing Grant

Exhibit F – Leverage

Mid-America Regional Council PRO Housing Grant

Exhibit F Leverage

MARC is leveraging a total of \$3,620,472.24 towards the project which represents 44% of the total amount of the project (\$8,307,468.77). Leverage commitment letters have been included in the attachments. Below is a chart outlining the total amount and sources of the leverage.

Organization	Amount (Total for all years)	Source
Mid-America Regional Council	\$426,610.00	In-kind
Local Initiatives Support Corporation Greater Kansas City	\$2,276,680.86	In-kind
Kansas City Community Land Trust	\$917,181.39	In-kind
Total	\$3,620,472.24	
Federal funds requested	\$4,686,996.53	
Leverage Commitment	\$3,620,472.24	

Leveraged Funds

Expense	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
1. Personnel	\$23,807.03	\$24,640.27	\$25,502.68	\$26,395.28	\$27,319.11	\$28,275.28
2. Fringe	\$12,570.11	\$13,010.06	\$13,465.42	\$13,936.71	\$14,424.49	\$14,929.35
3. Travel	0	0	0	0	0	0
4. Equipment	0	0	0	0	0	0
5. Supplies	0	0	0	0	0	0
6. Consultants	0	0	0	0	0	0
7. Contracts/ Subawards	\$557,716.88	\$572,692.11	\$522,751.36	\$533,033.42	\$557,413.75	\$550,254.73
8. Construction	0	0	0	0	0	0
9. Other	\$1,190.35	\$1,232.01	\$1,275.13	\$1,319.76	\$1,365.96	\$1,413.76
Subtotal	\$592,284.37	\$611,574.46	\$562,994.59	\$574,685.17	\$600,523.31	\$594,873.12
Indirect Costs	\$12,295.47	\$12,725.81	\$13,171.22	\$13,632.71	\$14,109.34	\$14,603.16
Total Leverage	\$607,579.84	\$624,300.28	\$576,165.81	\$588,317.38	\$614,632.65	\$609,476.29

600 Broadway, Suite 200
Kansas City, Missouri 64105-1659

816-474-4240
816-421-7758 FAX
marcinfo@marc.org
www.marc.org



October 5, 2023

Jesse Handforth Kome
U.S. Department of Housing and Urban Development
HUD PRO Housing

Dear Jesse:

Mid-America Regional Council (MARC) is writing to commit leveraged funding for our proposal to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

As the lead applicant, MARC will be responsible for grant administration and implementation of all proposed activities contained in the application. MARC will leverage in-kind resources in the amount of:

Year 1	\$74,862.96
Year 2	\$126,608.17
Year 3	\$53,414.45
Year 4	\$55,283.96
Year 5	\$57,218.90
Year 6	\$59,221.56

MARC commits a total of \$426,610 throughout the life of the grant. The leveraged funds will be used for staff salaries and benefits, office space for staff, community education, and indirect costs needed to accomplish the PRO Housing grant activities. The funding is available to be used as leverage for the specific activities in the application.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Warm", with a stylized flourish at the end.

David A. Warm
Executive Director and Authorized Representative

Chair
Carson Ross
Mayor
Blue Springs,
Missouri

1st Vice Chair
Janeé Hanzlick
Commissioner
Johnson County,
Kansas

2nd Vice Chair
Beto Lopez
Mayor Pro Tem
Lee's Summit,
Missouri

Treasurer
Damien Boley
Mayor
Smithville,
Missouri

Secretary
Holly Grummert
Councilmember
Overland Park,
Kansas

Executive Director
David A. Warm



October 3, 2023

David Warm
Mid-America Regional Council (MARC)
600 Broadway Blvd., Ste 200
Kansas City, MO 64105

Dear David:

Local Initiatives Support Corporation (LISC) is pleased to offer this letter of leverage commitment for the Mid-America Regional Council's (MARC) proposal in response to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

As you are aware, LISC is a national non-profit, and one of our country's oldest and largest Community Development Financial Institutions (CDFIs). We have offices in nearly 40 urban centers, including in the Greater Kansas City region, and work in over 2,400 rural counties across 49 states. As an intermediary, we connect local community-based organizations with capital (through grants, debt, or equity investments) and technical knowledge to help build inclusive, resilient communities of opportunity. We accomplish this by fostering partnerships, leveraging investments, and creating system changes to close the racial health, wealth, and opportunity gaps that exist in our community.

Over the past two decades, we have worked closely with MARC on a number of different initiatives, including as partners on a Catalytic Urban Redevelopment (KC-CUR) effort in the Troost Corridor; as coordinating organizations in our region's COVID Response and Recovery Fund; in a housing voucher mobility program in partnership with Kansas City and area housing authorities; and most recently, thru establishing the Regional Housing Partnership, to engage dozens of stakeholders to address systemic issues in our housing ecosystem.

Local Initiatives Support Corporation commits the following \$2,276,680 in resources as leveraged support for PRO Housing grant activities. The funding is available to be used as leverage for the specific activities in the application.

- \$750,000 in private grants towards MARC's PRO Housing program to support multiple tasks associated with the creation and implementation of a regional housing trust fund and accompanying tasks. This leverage commitment will be available at

least through December 2025, although we anticipate securing additional private investments that would leverage the funds for the duration of this grant opportunity.

- At least \$1,526,680 in LISC's private capital towards MARC's PRO Housing program to support the initial capitalization of the regional housing trust fund and accompanying efforts. This match commitment will be available for the entire duration of this grant.

The use and deployment of these leveraged funds presume acceptance by HUD of their eligibility and would be subject to LISC's traditional grant-making and/or underwriting processes, depending on the source and uses.

We look forward to continuing to work with MARC and other partners to support this worthy effort. If you have any questions, please do not hesitate to contact me directly at the information listed below. Thank you.

Sincerely,



Geoff Jolley
Executive Director
(816) 788-6999
gjolley@lisc.org

September 29, 2023

David Warm
Mid-America Regional Council (MARC)
600 Broadway Blvd., Ste 200
Kansas City, MO 64105

Dear David,

Kansas City Community Land Trust (KCCLT) is pleased to offer this letter of leverage commitment for Mid-America Regional Council's (MARC) proposal in response to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

KCCLT is an affordable housing developer building and rehabilitating housing using the community land trust (CLT) model to increase access to homeownership for low-income households. KCCLT also partners with local developers to place their properties into trust with KCCLT to increase the affordability of these third-party developments long-term and provides technical assistance and consulting services for communities and organizations wishing to create affordable housing using the CLT model. KCCLT began working in the Marlborough neighborhood, is actively working in partnership to co-develop CLT housing in the Historic Northeast and is planning co-development in partnership with other developers in Johnson County, KS, Independence, MO, and throughout the Kansas City region.

KCCLT began its partnership with MARC in the summer of 2022 to explore and prepare a business plan for a regional CLT Consortium. In furtherance of this mission, KCCLT held various workshops throughout the region, created MOUs with local area developers, and has expanded its footprint to co-develop properties and co-apply for multiple grant opportunities in the Historic Northeast.

KCCLT commits the following resources as leveraged support for PRO Housing grant activities. Year 1: \$176,117, Year 2: \$133,994, Year 3: \$146,490, Year 4: \$149,243, Year 5: \$165,867 Year 6: \$145,470. A total of \$917,181 of in-kind funding, over the six years will be put towards MARC's PRO Housing program for continuing education and outreach regarding the CLT model throughout the region, providing technical assistance to local organizations desiring to develop using the CLT model, creating the infrastructure necessary to operate as a Consortium as identified in in the KCCLT Business Plan for a Regional CLT or Similar Model, and continuing to collaborate with partner organizations who are developing properties they desire to be held in trust as perpetually affordable with KCCLT.

This in-kind leverage commitment will be available for the entire project period and is available to be used as leverage for the specific activities in the application.

Sincerely,

A handwritten signature in cursive script that reads "Erin Royals".

Erin Royals
President
president@kcclt.org

Mid-America Regional Council

HUD PRO Housing Grant

Exhibit G – Long-term Effect

Mid-America Regional Council PRO Housing Grant

Exhibit G Long-term effect

i. What permanent, long-term effects will your proposal have?

Achievements: MARC and its partners, upon completion of the grant-funded activities, will achieve several outcomes. This includes the adoption of pro-housing policies for zoning, land use, building codes, and permit approval processes, the creation of a regional housing trust fund (RHTF), and a regional consortium of land trusts (CLT). Research conducted on government structures will provide a basis for addressing strategies to ensure housing policy and planning are consistent across departments within jurisdictions. Additionally, the development of best practices and a guidebook will provide communities with institutional knowledge. Ultimately these activities will decrease barriers to affordable housing development and preservation to achieve broad geographic housing goals. In addition, the region will be able to increase the number of affordable housing units developed and preserved which will result in a decrease in the acute housing needs of the counties and places in the geographic region.

Potential roadblocks: The most significant roadblock for the project is resistance from communities to adopting policies and supporting affordable housing development. As discussed, NIMBY plays a significant role in the lack of development in some communities that are well-resourced and have limited affordable housing options. MARC and its partners have built into the project ongoing technical assistance and education to combat NIMBY and understand the value of providing a range of housing types, including mixed-income housing, and the need/role of affordable housing in the geographic region. MARC will also leverage its key stakeholders including persons with lived experience, organizations serving diverse communities, and the RHP to assist with messaging and combatting NIMBY. A potential roadblock for the RHTF is capitalization for the fund. MARC and LISC will leverage their connections and experience with fundraising to ensure the goals are met.

Reducing the housing cost burden for residents without increasing other costs: The proposed activities in the region, and the development of infrastructure for the production and preservation of affordable housing, will provide a mechanism for communities to reduce the housing cost burden in their area. To ensure the production and preservation of the housing do not increase other costs such as transportation, and that housing is sited near amenities and community assets, the RHTF and CLT will engage key stakeholders, including persons with lived experience, to garner feedback and input into the goals and priorities for these projects. The RHTF and CLT will operationalize these priorities in their application processes and development activities. Jurisdictions will be provided technical assistance and education to ensure planning incorporates site and location to services and amenities. Finally, MARC will consult and collaborate with its other internal focus areas (e.g., transportation) to ensure regional planning efforts are coordinated to achieve the best outcomes for thriving, healthy, communities.

Model for communities: MARC's proposal is a model for other communities by addressing their needs on a regional basis. This approach is important in achieving sustainability and equity in affordable housing production and preservation. A regional approach provides an opportunity to pool resources and harmonize policies and practices to stabilize and grow. Communities and jurisdictions across the region can adopt these model policies and best practices for both Kansas and Missouri. As stated previously, a regional approach ensures that all communities can meet the needs of their residents, that developers have access to funds, and ultimately communities can grow.

Mid-America Regional Council PRO Housing Grant

Environmental risks: One of MARC’s focus areas is the environment. This work is done in collaboration with Climate Action KC, a nonprofit regional compact consisting of more than 100 local and state elected officials, to organize strategies to draw down greenhouse gases and improve climate resilience. As a part of this work, a climate risk and vulnerability assessment was completed for the nine-county geographic region. This assessment showed that the highest risk for the region is flooding, heat, and drought, with flooding considered the greatest risk as the region has experienced increased flooding events and damage. Severe thunderstorms, tornadoes, and winter weather have slightly lower risk levels but are still considered significant.¹

MARC and its partner's proposed activities will incorporate strategies to mitigate the impact of climate change including incorporating HUD’s Resilient Building Codes toolkit into its training and technical assistance work with jurisdictions and adoption of building codes that protect the safety of building occupants, as well as to require minimum energy conservation standards. In addition, work with jurisdictions will look at zoning and land use policies incorporating strategies to evaluate risk and incorporating best practices such as green space and natural barriers. The creation of the RHTF and CLT consortium will also incorporate best practices into their infrastructure such as the utilization of energy efficiency in building and preservation activities. This will include operationalizing these priorities into applications and providing technical assistance to developers on best practices.

Success at the end of the period of performance or beyond: MARC and its partners have developed the following key outcomes and metrics. An annual plan with benchmarks and proposed increases will be developed within the first three months of implementation. MARC’s PD and data analyst will be responsible for tracking outcomes and reporting to HUD.

Outcome	Data	Data Source	Data collection
Increased number of units	Production, income level	Internal reports from projects	annual
Increased number of units preserved	Production, income level	Internal reports from projects	annual
Increased capital deployed for new construction and rehabilitation	Funding amounts	Internal reports	annual
Increased housing development by people of color	-Number of developers of color supported through training/education. -Number of projects led by developers of color.	Internal reports	annual
Increased use of CLT model in the region	-Number of memberships by category -Areas of the region working with CLT consortium -Number of units	Internal reports	annual
Increased understanding of the need for affordable housing	Number of engagements	Internal reports	annual

¹ Mid-America Regional Council. Climate Risk and Vulnerability Assessment (2020). Retrieved from <https://www.marc.org/environment/climate-resilience>

Mid-America Regional Council PRO Housing Grant

Increased understanding of the CLT model	-Number of trainings -Number of individuals	Training registrations	annual
Increased number of CLT units preserved by income	Production, income level	Internal reports	annual
Increased number of CLT units created	Production, income level	Internal reports	annual
Increased number of adopted building code updates incorporating resiliency recommendations for increasing housing affordability	Adopted ordinances, resolutions	Tracking community adoption	Monthly, annual
Increased number of adopted building code updates incorporating overall affordability recommendations	Adopted ordinances, resolutions	Tracking community adoption	Monthly, annual
Increase in the number of adopted land use/development policies or processes included and building policies that incorporate universal design/accessibility standards for affordable housing	Adopted policies, ordinances, resolutions	Tracking community adoption	Monthly, annual
Increase in the number of newly adopted land use/ development policies or processes included as recommendations to increase housing affordability	Adopted policies, ordinances, resolutions	Tracking community adoption	Monthly, annual
Increase in the number of zoning code updates included in recommendations that increase housing affordability	Adopted ordinances, resolutions	Tracking community adoption	Monthly, annual
Increased understanding of land use policies, building codes, and the connection to affordable housing	-Number of elected officials and commissioners attending training -Number of local government staff convenings/trainings	Training registrations	annual

Long-term effect of your proposal on removing barriers to affordable housing production: As previously discussed, by creating a regional strategy to increase the production and preservation of affordable housing and harmonizing policies and practices, there is a broader geographic distribution. This increases the opportunity to decrease segregation for people of color and provides an opportunity to increase access to well-resourced neighborhoods and communities. In addition, the implementation of policies and production using a mixed-income model creates additional opportunities to expand access for protected class groups and vulnerable populations to jobs, education, and quality of life. As discussed previously, much of the affordable housing in the region is being occupied by individuals with higher incomes pushing out those individuals who are low-income. By harmonizing policies, increasing production and preservation, there will be more housing choice, distributed geographically, that is available for all income levels and increasing the availability for those at the lowest income levels.

Year 1

1-Personnel (Direct Labor)	Base Salary	Level of Effort (%)	Federal request	Match	Total
PRO Housing Project Director (new)	70,720.00	88.0%	62,233.60	-	62,233.60
Housing Analyst (new)	55,000.00	17.6%	-	9,680.00	9,680.00
Housing Program Manager (Katie)	80,267.20	17.6%	-	14,127.03	14,127.03
Dir. of Local Gov Services (Lauren)	170,000.00	4.4%	7,480.00	-	7,480.00
Housing Graduate Intern (Kiley)	20,768.80	20.0%	4,153.76	-	4,153.76
Catherine Couch (public affairs)	70,720.00	4.4%	3,111.68	-	3,111.68
Data Analyst (new)	70,000.00	13.2%	9,240.00	-	9,240.00

1 - Total Personnel 86,219.04 23,807.03 110,026.07

2 - Fringe Benefits	Base Salary	Fringe Percentage	Federal request	Match	Total
FICA	110,026.07	8.8%	7,613.38	2,102.23	9,715.60
Health, Dental	110,026.07	13.0%	10,645.39	3,088.21	13,733.60
Deferred Compensation	110,026.07	10.5%	8,581.21	2,489.40	11,070.61
Paid Time Off/Other	110,026.07	20.5%	16,857.29	4,890.28	21,747.56

2 - Total Fringe Benefits 43,697.26 12,570.11 56,267.37

3-Travel	Amount	Quantity	Federal request	Match	Total
3a - Transportation Mileage	0.655	500	327.50		327.50
3b - airfare	400	2	800.00		800.00
3c - Other (ground transport)	50	8	400.00		400.00
3d - Per diem (food, hotel)	85 (per day)	10	850.00		850.00
3e - lodging	200	10	2,000.00		2,000.00

3 - Total Travel 4,377.50 - 4,377.50

4 - Equipment >\$5,000 Amount Quantity Federal request Match Total

4 - Total Equipment - - -

5 - Supplies Amount Quantity Federal request Match Total

5a - Consumable miscellaneous office supplies			1,000.00		1,000.00
					-
					-
5b - Non-consumable computer (PD) and software	4000	1	4,000.00		4,000.00 laptop, monit

5 - Total Supplies 5,000.00 - 5,000.00

6 - Consultants Rate Quantity Federal request Match Total

6 - Total Consultants - - -

7 - Contracts and Subawards Description Amount Federal request Match Total

7a - Contracts					-
Education Campaign			25,000.00	25,000.00	50,000.00
AGS - ongoing assistance			5,000.00		5,000.00
					-
7b - Subawards					-
KCCLT			141,466.88	176,116.88	317,583.76
IBTS			475,464.55		475,464.55
LISC			196,816.00	356,600.00	553,416.00

7 - Total Contracts and Subawards 843,747.43 557,716.88 1,401,464.31

8 - Construction Amount Quantity Federal request Match Total

8a - Administrative and legal					
8b - Land, structures					
8c - Relocation expenses					
8d - Architectural/engineering fees					
8e - Other architectural/engineering fees					
8f - Project inspection fees					

- 8g - Site work
- 8h - Demolition and removal
- 8i - Constuction
- 8j - Equipment
- 8k - Contingencies
- 8l - Miscellaneous

8 - Total Construction

9 - Other Direct Costs	Amount	Quantity		Federal request	Match	Total
Rent		5%		4,310.95	1,190.35	5,501.30
Staff training		750	2.5	1,875.00		1,875.00
Telecommunications						
Printing and Postage				250.00		250.00
AGS Application Costs				15,000.00		15,000.00
						-
9 - Total Other Direct Costs				21,435.95	1,190.35	22,626.30
Subtotal				1,004,477.18	595,284.37	1,599,761.55
10 - Indirect Costs	Base	Amount		Federal request	Match	Total
Negotiated Rate		33.80%		43,911.71	12,295.47	56,207.18
Total Budget				1,048,388.89	607,579.84	1,655,968.73

Year 2

1-Personnel (Direct Labor)	Base Salary	Level of Effort (%)	Federal request	Match	Total
PRO Housing Project Director (new)	73,195.20	88.0%	64,411.78	-	64,411.78
Housing Analyst (new)	56,925.00	17.6%	-	10,018.80	10,018.80
Housing Program Manager (Katie)	83,076.55	17.6%	-	14,621.47	14,621.47
Dir. of Local Gov Services (Lauren)	175,950.00	4.4%	7,741.80	-	7,741.80
Housing Graduate Intern (Kiley)	21,495.71	20.0%	4,299.14	-	4,299.14
Catherine Couch (public affairs)	73,195.20	4.4%	3,220.59	-	3,220.59
Data Analyst (new)	72,450.00	13.2%	9,563.40	-	9,563.40

1 - Total Personnel 89,236.71 24,640.27 113,876.98

2 - Fringe Benefits	Base Salary	Fringe Percentage	Federal request	Match	Total
FICA	113,876.98	8.83%	7,879.84	2,175.80	10,055.65
Health, Dental	113,876.98	12.97%	11,575.65	3,196.30	14,771.95
Deferred Compensation	113,876.98	10.46%	9,331.09	2,576.53	11,907.62
Paid Time Off/Other	113,876.98	20.54%	18,330.39	5,061.44	23,391.83

2 - Total Fringe Benefits 47,116.98 13,010.06 60,127.05

3-Travel	Amount	Quantity	Federal request	Match	Total
3a - Transportation Mileage	0.655	500	327.50	-	327.50
3b - airfare	400	2	800.00	-	800.00
3c - Other (ground transport)	50	8	400.00	-	400.00
3d - Per diem (food, hotel)	85 (per day)	10	850.00	-	850.00
3e - lodging	200	10	2,000.00	-	2,000.00

3 - Total Travel 4,377.50 - 4,377.50

4 - Equipment >\$5,000 Amount Quantity Federal request Match Total

4 - Total Equipment - - -

5 - Supplies	Amount	Quantity	Federal request	Match	Total
5a - Consumable miscellaneous office supplies			750.00	-	750.00

5b - Non-consumable

5 - Total Supplies 750.00 - 750.00

6 - Consultants Rate Quantity Federal request Match Total

6 - Total Consultants - - -

7 - Contracts and Subawards	Description	Amount	Federal request	Match	Total
7a - Contracts					
Education Campaign			25,000.00	75,000.00	100,000.00
AGS - ongoing assistance			5,000.00	-	5,000.00

7b - Subawards					
KCCLT			170,937.61	133,994.11	304,931.72
IBTS			388,194.51	-	388,194.51
LISC			199,732.48	363,698.00	563,430.48

7 - Total Contracts and Subawards 788,864.60 572,692.11 1,361,556.71

8 - Construction	Amount	Quantity	Federal request	Match	Total
8a - Administrative and legal					
8b - Land, structures					
8c - Relocation expenses					
8d - Architectural/engineering fees					
8e - Other architectural/engineering fees					
8f - Project inspection fees					
8g - Site work					

8h - Demolition and removal
 8i - Constuction
 8j - Equipment
 8k - Contingencies
 8l - Miscellaneous

8 - Total Construction

- - -

9 - Other Direct Costs

	Amount	Quantity	Federal request	Match	Total
Rent	5%		4,461.84	1,232.01	5,693.85
Staff training	750	2.5	1,875.00		1,875.00
Telecommunications					
Printing and Postage			250.00		250.00

9 - Total Other Direct Costs

6,586.84 1,232.01 7,818.85

Subtotal

936,932.62 611,574.46 1,548,507.09

10 - Indirect Costs

	Base	Amount	Federal request	Match	Total
Negotiated Rate	33.80%		46,087.55	12,725.81	58,813.36

Total Budget

983,020.17 624,300.28 1,607,320.45

Year 3

1-Personnel (Direct Labor)	Base Salary	Level of Effort (%)	Federal request	Match	Total
PRO Housing Project Director (new)	75,757.03	88.0%	66,666.19	-	66,666.19
Housing Analyst (new)	58,917.38	17.6%	-	10,369.46	10,369.46
Housing Program Manager (Katie)	85,984.23	17.6%	-	15,133.22	15,133.22
Dir. of Local Gov Services (Lauren)	182,108.25	4.4%	8,012.76	-	8,012.76
Housing Graduate Intern (Kiley)	22,248.06	20.0%	4,449.61	-	4,449.61
Catherine Couch (public affairs)	75,757.03	4.4%	3,333.31	-	3,333.31
Data Analyst (new)	74,985.75	13.2%	9,898.12	-	9,898.12

1 - Total Personnel 92,359.99 25,502.68 117,862.67

2 - Fringe Benefits	Base Salary	Fringe Percentage	Federal request	Match	Total
FICA	117,862.67	8.83%	7,879.84	2,251.96	10,131.80
Health, Dental	117,862.67	12.97%	11,980.80	3,308.17	15,288.97
Deferred Compensation	117,862.67	10.46%	9,657.68	2,666.70	12,324.39
Paid Time Off/Other	117,862.67	20.54%	18,971.95	5,238.59	24,210.54

2 - Total Fringe Benefits 48,490.28 13,465.42 61,955.70

3-Travel	Amount	Quantity	Federal request	Match	Total
3a - Transportation Mileage	0.655	500	327.50		327.50
3b - airfare	400	2	800.00		800.00
3c - Other (ground transport)	50	8	400.00		400.00
3d - Per diem (food, hotel)	85 (per day)	10	850.00		850.00
3e - lodging	200	10	2,000.00		2,000.00

3 - Total Travel 4,377.50 - 4,377.50

4 - Equipment >\$5,000 Amount Quantity Federal request Match Total

4 - Total Equipment - - -

5 - Supplies	Amount	Quantity	Federal request	Match	Total
5a - Consumable miscellaneous office supplies			500.00		500.00

5b - Non-consumable

5 - Total Supplies 500.00 - 500.00 -

6 - Consultants Rate Quantity Federal request Match Total

6 - Total Consultants - - -

7 - Contracts and Subawards	Description	Amount	Federal request	Match	Total
7a - Contracts					-
AGS ongoing assistance			5,000.00		5,000.00
7b - Subawards					-
KCCLT			147,260.88	146,490.88	293,751.76
IBTS			186,699.04		186,699.04
LISC			208,347.15	376,260.48	584,607.63

7 - Total Contracts and Subawards 547,307.07 522,751.36 1,070,058.43

8 - Construction	Amount	Quantity	Federal request	Match	Total
8a - Administrative and legal					
8b - Land, structures					
8c - Relocation expenses					
8d - Architectural/engineering fees					
8e - Other architectural/engineering fees					
8f - Project inspection fees					
8g - Site work					
8h - Demolition and removal					
8i - Constuction					
8j - Equipment					
8k - Contingencies					
8l - Miscellaneous					

8 - Total Construction

- - -

9 - Other Direct Costs

	Amount	Quantity		Federal request	Match	Total
Rent		5%		4,618.00	1,275.13	5,893.13
Staff training		800	2.5	2,000.00		2,000.00
Telecommunications						
Printing and Postage				300.00		300.00

9 - Total Other Direct Costs

6,918.00 1,275.13 8,193.13

Subtotal

699,952.84 562,994.59 1,262,947.43

10 - Indirect Costs

	Base	Amount		Federal request	Match	Total
Negotiated Rate		33.80%		47,607.39	13,171.22	60,778.61

Total Budget

747,560.23 576,165.81 1,323,726.04

Year 4

1-Personnel (Direct Labor)	Base Salary	Level of Effort (%)	Federal request	Match	Total
PRO Housing Project Director (i	78,408.53	88.0%	68,999.50	-	68,999.50
Housing Analyst (new)	60,979.48	17.6%	-	10,732.39	10,732.39
Housing Program Manager (Kai	88,993.68	17.6%	-	15,662.89	15,662.89
Dir. of Local Gov Services (Lau	188,482.04	4.4%	8,293.21	-	8,293.21
Housing Graduate Intern (Kiley)	23,026.74	20.0%	4,605.35	-	4,605.35
Catherine Couch (public affairs)	78,408.53	4.4%	3,449.98	-	3,449.98
Data Analyst (new)	77,610.25	13.2%	10,244.55	-	10,244.55
1 - Total Personnel			95,592.59	26,395.28	121,987.87
2 - Fringe Benefits	Base Salary	Fringe Percentage	Federal request	Match	Total
FICA	121,987.87	8.83%	8,441.09	2,330.77	10,771.86
Health, Dental	121,987.87	12.97%	11,802.73	3,423.96	15,226.69
Deferred Compensation	121,987.87	10.46%	9,514.14	2,760.04	12,274.18
Paid Time Off/Other	121,987.87	20.54%	18,689.97	5,421.94	24,111.91
2 - Total Fringe Benefits			48,447.93	13,936.71	62,384.64
3-Travel	Amount	Quantity	Federal request	Match	Total
3a - Transportation Mileage	0.655	500	327.50		327.50
3b - airfare	450	2	900.00		900.00
3c - Other (ground transport)	65	8	520.00		520.00
3d - Per diem (food, hotel)	95 (per day)	10	950.00		950.00
3e - lodging	225	10	2,250.00		2,250.00
3 - Total Travel			4,947.50	-	4,947.50
4 - Equipment >\$5,000	Amount	Quantity	Federal request	Match	Total
4 - Total Equipment			-	-	-
5 - Supplies	Amount	Quantity	Federal request	Match	Total
5a - Consumable miscellaneous office supplies			500.00		500.00
5b - Non-consumable					
5 - Total Supplies			500.00	-	500.00
6 - Consultants	Rate	Quantity	Federal request	Match	Total
6 - Total Consultants			-	-	-
7 - Contracts and Subawards Description	Amount	Federal request	Match	Total	
7a - Contracts AGS ongoing support		5,000.00		5,000.00	
7b - Subawards KCCLT		160,478.30	149,242.90	309,721.20	
IBTS		99,218.15		99,218.15	
LISC		211,441.40	383,790.52	595,231.92	
7 - Total Contracts and Subawards		476,137.85	533,033.42	1,009,171.27	
8 - Construction	Amount	Quantity	Federal request	Match	Total
8a - Administrative and legal					
8b - Land, structures					
8c - Relocation expenses					
8d - Architectural/engineering fees					

8e - Other
 architectural/engineering fees
 8f - Project inspection fees
 8g - Site work
 8h - Demolition and removal
 8i - Constuction
 8j - Equipment
 8k - Contingencies
 8l - Miscellaneous

8 - Total Construction				-	-	-
9 - Other Direct Costs	Amount	Quantity		Federal request	Match	Total
Rent		5%		4,779.63	1,319.76	6,099.39
Staff training		800	2.5	2,000.00		2,000.00
Telecommunications						
Printing and Postage				300.00		300.00
9 - Total Other Direct Costs				7,079.63	1,319.76	8,399.39
Subtotal				632,705.50	574,685.17	1,207,390.67
10 - Indirect Costs	Base	Amount		Federal request	Match	Total
Negotiated Rate		33.80%		48,685.70	13,632.21	62,317.91
Total Budget				681,391.20	588,317.38	1,269,708.57

Year 5

1-Personnel (Direct Labor)						
	Base Salary	Level of Effort (%)	Federal request	Match	Total	
PRO Housing Project Director	81,152.83	88.0%	71,414.49	-	71,414.49	
Housing Analyst (new)	63,113.77	17.6%	-	11,108.02	11,108.02	
Housing Program Manager (K	92,108.46	17.6%	-	16,211.09	16,211.09	
Dir. of Local Gov Services (Lat	195,078.91	4.4%	8,583.47	-	8,583.47	
Housing Graduate Intern (Kiley	23,832.68	20.0%	4,766.54	-	4,766.54	
Catherine Couch (public affairs	81,152.83	4.4%	3,570.72	-	3,570.72	
Data Analyst (new)	80,326.61	13.2%	10,603.11	-	10,603.11	
1 - Total Personnel			98,938.33	27,319.11	126,257.44	
2 - Fringe Benefits						
	Base Salary	Fringe Percentage	Federal request	Match	Total	
FICA	126,257.44	8.83%	8,736.52	2,412.35	11,148.88	
Health, Dental	126,257.44	12.97%	12,215.83	3,543.79	15,759.62	
Deferred Compensation	126,257.44	10.46%	9,847.13	2,856.64	12,703.78	
Paid Time Off/Other	126,257.44	20.54%	19,344.12	5,611.70	24,955.83	
2 - Total Fringe Benefits			50,143.61	14,424.49	64,568.10	
3-Travel						
	Amount	Quantity	Federal request	Match	Total	
3a - Transportation Mileage	0.655	500	327.50	-	327.50	
3b - airfare	450	2	900.00	-	900.00	
3c - Other (ground transport)	65	8	520.00	-	520.00	
3d - Per diem (food, hotel)	95 (per day)	10	950.00	-	950.00	
3e - lodging	225	10	2,250.00	-	2,250.00	
3 - Total Travel			4,947.50	-	4,947.50	
4 - Equipment >\$5,000						
	Amount	Quantity	Federal request	Match	Total	
4 - Total Equipment			-	-	-	
5 - Supplies						
	Amount	Quantity	Federal request	Match	Total	
5a - Consumable miscellaneous office supplies			500.00	-	500.00	
5b - Non-consumable computer upgrade (PD)	4000	1	4,000.00	-	4,000.00	
5 - Total Supplies			4,500.00	-	4,500.00	
6 - Consultants						
	Rate	Quantity	Federal request	Match	Total	
6 - Total Consultants			-	-	-	
7 - Contracts and Subawards						
Description	Amount		Federal request	Match	Total	
7a - Contracts					-	
AGS ongoing support			5,000.00	-	5,000.00	
7b - Subawards					-	
KCCLT			144,472.09	165,867.09	310,339.18	
IBTS			26,830.76	-	26,830.76	
LISC			214,628.52	391,546.66	606,175.18	
7 - Total Contracts and Subawards			390,931.37	557,413.75	948,345.12	
8 - Construction						
	Amount	Quantity	Federal request	Match	Total	
8a - Administrative and legal					-	
8b - Land, structures					-	
8c - Relocation expenses					-	
8d - Architectural/engineering fees					-	

8e - Other
 architectural/engineering fees
 8f - Project inspection fees
 8g - Site work
 8h - Demolition and removal
 8i - Constuction
 8j - Equipment
 8k - Contingencies
 8l - Miscellaneous

8 - Total Construction				-	-	-
9 - Other Direct Costs	Amount	Quantity		Federal request	Match	Total
Rent		5%		4,946.92	1,365.96	6,312.87
Staff training		800	2.5	2,000.00		2,000.00
Telecommunications						
Printing and Postage				300.00		300.00
9 - Total Other Direct Costs				7,246.92	1,365.96	8,612.87
Subtotal				556,707.72	600,523.31	1,157,231.03
10 - Indirect Costs	Base	Amount		Federal request	Match	Total
Negotiated Rate		33.80%		50,389.70	14,109.34	64,499.03
Total Budget				607,097.42	614,632.65	1,221,730.06

Year 6

1-Personnel (Direct Labor)	Base Salary	Level of Effort (%)	Federal request	Match	Total
PRO Housing Project Director (new)	83,993.18	88.0%	73,913.99	-	73,913.99
Housing Analyst (new)	65,322.75	17.6%	-	11,496.80	11,496.80
Housing Program Manager (Katie)	95,332.25	17.6%	-	16,778.48	16,778.48
Dir. of Local Gov Services (Lauren)	201,906.67	4.4%	8,883.89	-	8,883.89
Housing Graduate Intern (Kiley)	24,666.82	20.0%	4,933.36	-	4,933.36
Catherine Couch (public affairs)	83,993.18	4.4%	3,695.70	-	3,695.70
Data Analyst (new)	83,138.04	13.2%	10,974.22	-	10,974.22

1 - Total Personnel 102,401.17 28,275.28 130,676.45

2 - Fringe Benefits	Base Salary	Fringe Percentage	Federal request	Match	Total
FICA	130,676.45	8.83%	9,042.30	2,496.78	11,539.09
Health, Dental	130,676.45	12.97%	12,643.38	3,667.83	16,311.21
Deferred Compensation	130,676.45	10.46%	10,191.78	2,956.62	13,148.41
Paid Time Off/Other	130,676.45	20.54%	20,021.17	5,808.11	25,829.28

2 - Total Fringe Benefits 51,898.63 14,929.35 66,827.98

3-Travel	Amount	Quantity	Federal request	Match	Total
3a - Transportation Mileage	0.655	500	327.50	-	327.50
3b - airfare	450	2	900.00	-	900.00
3c - Other (ground transport)	65	8	520.00	-	520.00
3d - Per diem (food, hotel)	95 (per day)	10	950.00	-	950.00
3e - lodging	225	10	2,250.00	-	2,250.00

3 - Total Travel 4,947.50 - 4,947.50

4 - Equipment >\$5,000 Amount Quantity Federal request Match Total

4 - Total Equipment - - -

5 - Supplies	Amount	Quantity	Federal request	Match	Total
5a - Consumable miscellaneous office supplies			500.00	-	500.00

5b - Non-consumable

5 - Total Supplies 500.00 - 500.00

6 - Consultants Rate Quantity Federal request Match Total

6 - Total Consultants - - -

7 - Contracts and Subawards	Description	Amount	Federal request	Match	Total
7a - Contracts					-
AGS ongoing support			5,000.00	-	5,000.00
7b - Subawards					-
KCCLT			144,247.43	145,469.53	289,716.96
IBTS			27,449.38	-	27,449.38
LISC			223,521.12	404,785.20	628,306.32

7 - Total Contracts and Subawards 400,217.93 550,254.73 950,472.66

8 - Construction	Amount	Quantity	Federal request	Match	Total
8a - Administrative and legal					
8b - Land, structures					
8c - Relocation expenses					
8d - Architectural/engineering fees					
8e - Other architectural/engineering fees					
8f - Project inspection fees					
8g - Site work					
8h - Demolition and removal					

8i - Constuction
 8j - Equipment
 8k - Contingencies
 8l - Miscellaneous

8 - Total Construction

- - -

9 - Other Direct Costs	Amount	Quantity	Federal request	Match	Total
Rent		5%	5,120.06	1,413.76	6,533.82
Staff training		800	2,000.00		2,000.00
Telecommunications					
Printing and Postage			300.00		300.00

9 - Total Other Direct Costs

7,420.06 1,413.76 8,833.82

Subtotal

567,385.29 594,873.12 1,162,258.42

10 - Indirect Costs	Base	Amount	Federal request	Match	Total
Negotiated Rate		33.80%	52,153.33	14,603.16	66,756.50

Total Budget

619,538.63 609,476.29 1,229,014.92

Combined														
	Year 1 Federal	Year 1 Match	Year 2 Federal	Year 2 Match	Year 3 Federal	Year 3 Match	Year 4 Federal	Year 4 Match	Year 5 Federal	Year 5 Match	Year 6 Federal	Year 6 Match	Total Federal	Total Match
1-Personnel (Direct Labor)	86,219.04	23,807.03	89,236.71	24,640.27	92,359.99	25,502.68	95,592.59	26,395.28	98,938.33	27,319.11	102,401.17	28,275.28	564,747.83	155,939.65
2 - Fringe Benefits	43,697.26	12,570.11	47,116.98	13,010.06	48,490.28	13,465.42	48,447.93	13,936.71	50,143.61	14,424.49	51,898.63	14,929.35	289,794.69	82,336.14
3-Travel	4,377.50	-	4,377.50	-	4,377.50	-	4,947.50	-	4,947.50	-	4,947.50	-	27,975.00	-
4 - Equipment >\$5,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5 - Supplies	5,000.00	-	750.00	-	500.00	-	500.00	-	4,500.00	-	500.00	-	11,750.00	-
6 - Consultants	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7 - Contracts and Subawards	843,747.43	557,716.88	788,864.60	572,692.11	547,307.07	522,751.36	476,137.85	533,033.42	390,931.37	557,413.75	400,217.93	550,254.73	3,447,206.25	3,293,862.25
8 - Construction	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9 - Other Direct Costs	21,435.95	1,190.35	6,586.84	1,232.01	6,918.00	1,275.13	7,079.63	1,319.76	7,246.92	1,365.96	7,420.06	1,413.76	56,687.39	7,796.98
Subtotal	1,004,477.18	595,284.37	936,932.62	611,574.46	699,952.84	562,994.59	632,705.50	574,685.17	556,707.72	600,523.31	567,385.29	594,873.12	4,398,161.16	3,539,935.02
10 - Indirect Costs	43,911.71	12,295.47	46,087.55	12,725.81	47,607.39	13,171.22	48,685.70	13,632.21	50,389.70	14,109.34	52,153.33	14,603.16	288,835.37	80,537.22
Total Budget	1,048,388.89	607,579.84	983,020.17	624,300.28	747,560.23	576,165.81	681,391.20	588,317.38	607,097.42	614,632.65	619,538.63	609,476.29	4,686,996.53	3,620,472.24

STATE AND LOCAL GOVERNMENT RATE AGREEMENT

EIN: 430976432
ORGANIZATION:
Mid-America Regional Council
600 Broadway, Suite 200
Kansas City, MO 64105-1659

Date: 01/27/2023
FILING REF.: The preceding
agreement was dated
03/08/2022

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

TYPE	EFFECTIVE PERIOD		RATE(%)	LOCATION	APPLICABLE TO
	FROM	TO			
FIXED	01/01/2023	12/31/2023	29.40	On Site	Head Start
FIXED	01/01/2023	12/31/2023	30.30	On Site	All Programs except Head Start
PROV.	01/01/2024	12/31/2026	29.40	On-Site	Head Start
PROV.	01/01/2024	12/31/2026	30.30	On-Site	All Programs except Head Start

*BASE

Direct salaries and wages including all fringe benefits.

SECTION I: FRINGE BENEFIT RATES**

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE(%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
FIXED	1/1/2023	12/31/2023	51.40	On Site	Regular Staff
FIXED	1/1/2023	12/31/2023	7.65	On site	Intern
PROV.	1/1/2024	12/31/2026	51.40	On-Site	Regular Staff
PROV.	1/1/2024	12/31/2026	7.65	On-Site	Intern

** DESCRIPTION OF FRINGE BENEFITS RATE BASE:

Salaries and wages.

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are charged using the rate(s) listed in the Fringe Benefits Section of this Agreement. The fringe benefits included in the rate(s) are listed below.

TREATMENT OF PAID ABSENCES:

The costs of vacation, holiday, sick leave pay and other paid absences are included in the organization's fringe benefit rate and are not included in the direct cost of salaries and wages. Claims for direct salaries and wages must exclude those amounts paid or accrued to employees for periods when they are on vacation, holiday, sick leave or are otherwise absent from work.

1. Grantee charges all costs direct to grants and/or contracts except the costs listed below:

A) Salaries and wages of agency-wide employees are as follows: Director of Finance and Administration, Accounting Manager, Accountant III, Accountant II (3), Accountant I (2), Human Resources Program Manager, Human Resources Coordinator II, Human Resources Coordinator, Administrative/Program Assistant, Receptionist/Accounting Clerk I, IT Program Director, Network Administrator II, Computer Support Specialist, Public Affairs Web Coordinator - All 100%; GTI Manager - 96%; Accountant II - 92%; Public Affairs Director - 90%; Grant Manager - 81%; Executive Director - 60%; Executive Assistant - 60%; Chief Innovation Officer - 55%; Grant Manager, Rideshare Assistant - 49%; Public Affairs Coordinator - 41%; Public Affairs Coordinator - 29%; Public Affairs Coordinator, Grant Monitor - 28%; GTI Program Assistant/Registrar - 18%; Public Affairs Outreach Coordinator - 11%; GTI Marketing Coordinator II - 10%, and; PS Tech Service Manager, PS Communications Tech II, and Director of Community Development - 1%.

B) For the Head Start rate, salaries and wages as shown above with the exception of the Executive Director.

C) Other Expenses - Administrative portion only: accounting/audit, automobile, bank charges, capital outlay, classified ads, contractual services, deliveries, depreciation, equipment rental, insurance, meeting/travel, memberships, storage, postage, printing, facilities, supplies, and training.

D) Leave and Fringe Benefits for above personnel only are included in the indirect cost pool.

E) Fringe Benefits: FICA, Pension, 401k Employer Match, Unemployment Compensation, Cafeteria Allowance, Health Insurance Subsidy, Educational Assistance, Disability Insurance, Vacation, Sick Leave, Holidays, Jury Duty, Funeral Leave, Emergency Leave, Transit Passes, Moving Expenses for New Hires.

2. The indirect cost rate(s) has/have been negotiated in compliance with the applicable Administration for Children and Families Program Instructions for the Head Start program (ACYF-PI-HS-05-01 and ACYF-PI-HS-08-03). ACYF-PI-HS-08-03, dated 5/12/2008, specifically defines "compensation" and limited the cost of "compensation charged to any federally funded program to zero for any staff whose "compensation" exceeded the rate payable for level II of the Executive Schedule. For 2022, the rate of compensation for an Executive Level II was \$203,700 per year. As of January 2023 the Executive Schedule Level II rate is \$212,100.

3. Your next indirect cost and fringe benefit rate proposals based on actual costs for the fiscal year ending 12/31/22 are due in our office by 06/30/2023.

Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds \$2,500.

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted: such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200), and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to these programs.

BY THE INSTITUTION:

Mid-America Regional Council

(INSTITUTION)



(SIGNATURE)

CAROL GONZALES

(NAME)

DIR. OF FINANCE & ADMIN

(TITLE)

2-17-23

(DATE)

ON BEHALF OF THE GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

Darryl W. Mayes -S

Digitally signed by Darryl W. Mayes -S
DN: c=US, o=U.S. Government, ou=HHS, ou=PSC,
ou=People, 0.9.2342.19200300.100.1.1=2000131669,
cn=Darryl W. Mayes -S
Date: 2023.02.14 08:55:18 -05'00'

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director, Cost Allocation Services

(TITLE)

01/27/2023

(DATE)

HHS REPRESENTATIVE: Marcal Matthews

TELEPHONE: (212) 264-2069



January 27, 2023

Ms. Carol Gonzales
Director of Financial Affairs
Mid-America Regional Council
600 Broadway, Suite 300
Kansas City, MO 64105

Dear Ms. Gonzales:

An indirect cost and fringe benefit rate agreement is being sent to you for signature. This agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the agreement signed by an authorized representative of your organization and returned to me by email, retaining the copy for your files. Our email address is CAS-NY@psc.hhs.gov. We will reproduce and distribute the agreement to the appropriate awarding organizations of the Federal Government for their use.

In consideration of this negotiation agreement:

1. The following schedule summarizes the carry-forwards resulting from the settlement of your fringe benefit rate for the various fiscal years referenced below. These amounts must be included in the calculation of the actual fringe benefit rates for the years cited.

CAS Letter Dated	Carry-forward from FYE	Consider with Actuals for FYE	Under (Over) Recovery
Regular Staff			
March 8, 2022	12/31/20	12/31/22	(\$33,051)
January 27, 2023	12/31/21	12/31/23	\$131,130

2. The following schedule summarizes the carry-forwards resulting from the settlement of your indirect cost rates for the various fiscal years referenced below. These amounts must be included in the calculation of the actual fringe benefit rates for the years cited.

CAS Letter Dated	Carry-forward from FYE	Consider with Actuals for FYE	Under (Over) Recovery
All Programs except Head Start			
March 8, 2022	12/31/20	12/31/22	(\$328,806)
January 27, 2023	12/31/21	12/31/23	(\$85,264)
Head Start			
March 8, 2022	12/31/19	12/31/21	(\$266,854)
January 27, 2023	12/31/21	12/31/23	(\$70,341)

Indirect cost and fringe benefit rate proposals, together with the supporting information, are required to substantiate your claim for indirect costs and fringe benefits under grants and contracts awarded by the Federal Government. Thus, your next proposals based on actual costs for the fiscal year ended December 31, 2022 are due in our office by June 30, 2023; please submit electronically to CAS-NY@psc.hhs.gov.

Sincerely,

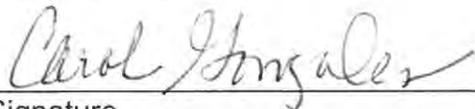
Darryl W.
Mayes -S

Digitally signed by Darryl W. Mayes -S
DN: cn=US, ou=U.S. Government,
ou=HHS, ou=PSC, ou=People,
0.9.2342.19200300.100.1.1=200013166
#, ctn=Darryl W. Mayes -S
Date: 2023.02.14 08:56:24 -0500

Darryl W. Mayes
Deputy Director
Cost Allocation Services

Enclosures

Concurrence:



Signature

CAROL GONZALES

Name

DIR. FINANCE & ADMIN

Title

2-17-23

Date



September 27, 2023

David Warm
Mid-America Regional Council
600 Broadway Blvd., Ste 200
Kansas City, MO 64105

Dear David,

The Institute for Building Technology and Safety (IBTS) is pleased to offer this letter of commitment for Mid-America Regional Council's (MARC) proposal in response to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

IBTS is a nonprofit organization built on government partnerships with the goal of strengthening communities. We provide services to local, state, and federal governments that combine public sector credibility with private sector innovation. Our mission is to deliver quality services to meet the challenges of governance at all levels while enhancing public safety, economic development, and the general welfare of the community. IBTS is focused on the built environment and providing the greatest possible value to the government clients we serve while providing neutrality, transparency, and expertise.

In business since 1974, IBTS was organized in its current structure in 1999. We undertake contract, grant, and cooperative agreement work on behalf of government entities across the nation, including Puerto Rico. Incorporated in the Commonwealth of Virginia, IBTS currently has approximately 350 employees and 200 field consultants with headquarters in Ashburn, VA and offices in 10 regional locations. We specialize in Building & Community Development, Natural Disaster Planning & Recovery, Quality Assurance, and Energy & Sustainability services.

Our Kansas City office opened 10 years ago through a partnership with MARC. We have provided building department services on a shared service model to over 50 communities. Through master service agreements with MARC, IBTS provides code plan reviews and inspections for 40 communities in the Kansas/Missouri region. Services include:

- Building official and floodplain management
- Department administration
- Plan review and inspections
- Planning and zoning
- Property code enforcement
- Quality Control
- Recommendations for follow-up actions
- Unsafe and dangerous building administration

IBTS is committed to collaborating with MARC in the following ways for this project.

Land Use, Zoning and Development Community Review and Implementation Assistance Project

- Work with MARC to convene community stakeholders around a strategy and program that would assist communities with review of their existing land use, zoning, and development processes.

- IBTS will work with stakeholders to develop land use and zoning options that will enable additional housing that offers affordable housing for all. This detailed document will be based on the consensus of the stakeholders.
- Work with MARC to create a technical assistance program for an implementation strategy document/resource that will assist communities in achieving implementation.
 - IBTS will identify key areas for technical assistance to assist regional communities, create a document/resource for technical assistance deployment, and present the resource to regional partners.
- Work with MARC to create educational programming for Planning Commissioners and Elected Officials around the role that land use, zoning and development review processes has in affecting affordable housing development.
- Work with MARC to create educational programming for the public at large and Civic Community and to coordinate language for messaging.

Building Code Harmonization

- Work with MARC to develop a convening strategy for building officials and key stakeholders affected by building code changes. The strategy includes creating a document to review changes in the building code and the potential impact on the cost of construction.
 - IBTS will create programming and process for meetings to develop recommended consensus on code series adoption and associated amendments that allow for more resilient and affordable housing construction, incorporating HUD's Resilient Building Code Tool Kit.

The amount of funding requested is \$1,240,151. This amount is calculated by appropriate staffing and effort projections including consultants, and supports eligible expenses, including mileage and supplies.

As a subrecipient of MARC, IBTS certifies the following:

- IBTS' code of conduct/policy statement of conduct complies with the "Conducting Business in Accordance with Ethical Standards" section of the Administrative, National and Department Policy Requirements and Terms for HUD Financial Assistance Awards, as well as HUD requirements including the ethical standards related to conflicts of interest for procurements in 2 CFR 200.318(c) and 2 CFR 200.317, and HUD-specific conflict of interest standards.
- IBTS does not have any outstanding civil rights matters.
- IBTS has reviewed and signed the HUD 424B Assurances.

We appreciate the opportunity to work with MARC and the other project partners to provide realistic ways to help building officials and municipalities address these important affordable housing issues.

Sincerely yours,



Christopher J. Fennell
Chief Development Officer
(703) 851-4187 | cfennell@ibts.org





October 3, 2023

David Warm
Mid-America Regional Council (MARC)
600 Broadway Blvd., Ste 200
Kansas City, MO 64105

Dear David:

Local Initiatives Support Corporation (LISC) is pleased to offer this letter of commitment for the Mid-America Regional Council's (MARC) proposal in response to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

As you are aware, LISC is a national non-profit, and one of our country's oldest and largest Community Development Financial Institutions (CDFIs). We have offices in nearly 40 urban centers, including in the Greater Kansas City region, and work in over 2,400 rural counties across 49 states. As an intermediary, we connect local community-based organizations with capital (thru grants, debt, or equity investments) and technical knowledge to help build inclusive, resilient communities of opportunity. We accomplish this by fostering partnerships, leveraging investments, and creating system changes to close the racial health, wealth, and opportunity gaps that exist in our community.

Over the past two decades, we have worked closely with MARC on a number of different initiatives, including as partners on a Catalytic Urban Redevelopment (KC-CUR) effort in the Troost Corridor; as coordinating organizations in our region's COVID Response and Recovery Fund; in a housing voucher mobility program in partnership with Kansas City and area housing authorities; and most recently, thru establishing the Regional Housing Partnership, to engage dozens of stakeholders to address systemic issues in our housing ecosystem.

We commit to collaborating with MARC in the following ways for this project.

- Creation and implementation of a regional housing trust fund business plan.
- Capitalizing a regional housing trust fund comprised of public, private, and philanthropic sources to support affordable housing projects across the entire region.

- Creation of a regional housing trust fund funding structure.
- Support the outreach, education, and marketing of the regional housing trust fund, as well as any additional administrative support required for successful implementation of the grant.

The amount of funding requested is \$1,254,487. This amount is calculated by aggregating a pro-rata amount of staff time who would be involved, as well as using past engagements with consultants to closely predict those respective expenses. This funding request supports eligible expenses, including staff salaries and fringe, consultant support, and appropriate indirect expenses.

As a sub-recipient of MARC, Local Initiatives Support Corporation certifies the following:

- Local Initiatives Support Corporation’s code of conduct complies with the “Conducting Business in Accordance with Ethical Standards” section of the Administrative, National, and Department Policy Requirements and Terms for HUD Financial Assistance Awards, as well as HUD requirements including the ethical standards related to conflicts of interest for procurements in 2 CFR 200.318(c) and 2 CFR 200.317, and HUD-specific conflict of interest standards.
- Local Initiatives Support Corporation does not have any outstanding civil rights matters.
- Local Initiatives Support Corporation has reviewed and signed the HUD 424B Assurances.

We recognize the potential catalytic impact this work could have across the region and look forward to continuing to work with MARC and other partners to support this worthy effort. If you have any questions, please do not hesitate to contact me directly at the information listed below. Thank you.

Sincerely,



Geoff Jolley
Executive Director
(816) 788-6999
gjolley@lisc.org



September 29, 2023

David Warm
Mid-America Regional Council (MARC)
600 Broadway Blvd., Ste 200
Kansas City, MO 64105

Dear David,

Kansas City Community Land Trust (KCCLT) is pleased to offer this letter of commitment for Mid-America Regional Council's (MARC) proposal in response to the U.S. Department of Housing and Urban Development's PRO Housing grant opportunity (FR-6700-N-98). The proposed project will reduce barriers to affordable housing and increase the production and preservation of affordable housing to meet the acute housing demands in MARC's geographic service area.

KCCLT is an affordable housing developer building and rehabilitating housing using the community land trust (CLT) model to increase access to homeownership for low-income households. KCCLT also partners with local developers to place their properties into trust with KCCLT to increase the affordability of these third-party developments long-term and provides technical assistance and consulting services for communities and organizations wishing to create affordable housing using the CLT model. KCCLT began working in the Marlborough neighborhood, is actively working in partnership to co-develop CLT housing in the Historic Northeast and is planning co-development in partnership with other developers in Johnson County, KS, Independence, MO, and throughout the Kansas City region.

KCCLT began its partnership with MARC in the summer of 2022 to explore and prepare a business plan for a regional CLT Consortium. In furtherance of this mission, KCCLT held various workshops throughout the region, created MOUs with local area developers, and has expanded its footprint to co-develop properties and co-apply for multiple grant opportunities in the Historic Northeast.

We commit to collaborating with MARC in the following way for this project.

- Continuing education and outreach regarding the CLT model throughout the region
- Providing technical assistance to local organizations desiring to develop using the CLT model
- Creating the infrastructure necessary to operate as a Consortium as identified in in the KCCLT Business Plan for a Regional CLT or Similar Model
- Continuing to collaborate with partner organizations who are developing properties they desire to be held in trust as perpetually affordable with KCCLT

The amount of federal funding requested is \$908,863 for the entire grant period. This amount is calculated by a percentage of staff time needed to carry out the project, development of outreach and education materials for the CLT consortium, mileage for personal vehicle use for local travel to meetings, and indirect costs.

As a subrecipient of MARC, KCCLT, certifies the following:

- KCCLT's internal policies comply with the "Conducting Business in Accordance with Ethical Standards" section of the Administrative, National and Department Policy Requirements and

Terms for HUD Financial Assistance Awards, as well as HUD requirements including the ethical standards related to conflicts of interest for procurements in 2 CFR 200.318(c) and 2 CFR 200.317, and HUD-specific conflict of interest standards.

- KCCLT does not have any outstanding civil rights matters.
- KCCLT has reviewed and signed the HUD 424B Assurances.

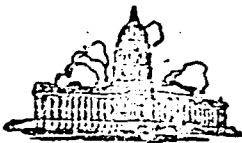
KCCLT has been continuing to provide education, outreach, and support services for organizations desiring to participate in a regional CLT beyond the expiration of KCCLT's contract with MARC for providing such services. The demand and interest in the community is strong, and KCCLT has been continuing these services, because they are greatly needed, but has not yet expanded its operating capacity to meet the demand. This grant will increase KCCLT's capacity to provide these services in a systematic manner in partnership with MARC.

We look forward to working with MARC and the other project partners.

Sincerely,

A handwritten signature in cursive script that reads "Erin Royals".

Erin Royals
President
president@kcclt.org



STATE OF KANSAS
Office of the Governor
STATE CAPITOL BUILDING
TOPEKA, KANSAS



ROBERT B. DOCKING
GOVERNOR

February 7, 1974

A. J. Gray

The Honorable Norbert T. Tiemann, Administrator
Federal Highway Administration
U. S. Department of Transportation
Washington, D. C. 20590

Dear Nobby:

In response to your request for designation of a metropolitan agency for each metropolitan area in the state of Kansas, I designate the following agencies as planning agencies to receive planning funds for comprehensive cooperative and continued transportation planning:

- (a) Mid-America Regional Council (MARC) designated as the planning agency for the Kansas City Metropolitan Area.
- (b) The Wichita-Sedgwick Metropolitan Planning Commission designated as the planning agency for the Wichita Metropolitan Area.
- (c) The Topeka-Shawnee County Regional Planning Commission designated as the planning agency for the Topeka Metropolitan Area.

Thank you for your assistance. Please never hesitate to contact me at any time.

With every good wish.

Yours sincerely,

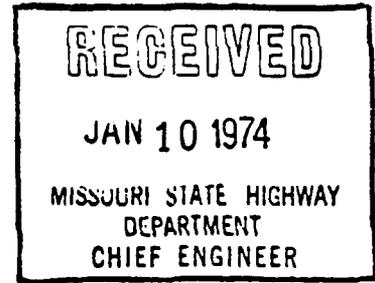
RD

Robert Docking
Governor of Kansas

CHRISTOPHER S. BOND
GOVERNOR

EXECUTIVE OFFICE
STATE OF MISSOURI
JEFFERSON CITY

January 10, 1974



Mr. Robert N. Hunter
Chief Engineer
Missouri State Highway Department
Jefferson City, Missouri 65101

Dear Mr. Hunter:

After consulting with you and the Department of Community Affairs on Section 112 of the Federal-Aid Highway Act of 1973, I concur that the Transportation Planning Funds for metropolitan areas provided for in that section should be made available to the five urbanized areas of Missouri through the current transportation planning agencies in those areas. I, therefore, approve the designation of the recipient agency as follows:

- St. Louis Metropolitan Area - - - East-West Gateway
Coordinating Council
- Kansas City Metropolitan Area - - Mid-America Regional
Council
- Springfield Metropolitan Area - - Springfield Area Transportation
Study Organization
- St. Joseph Metropolitan Area- - - St. Joseph Area Transportation
Study Organization
- Columbia Metropolitan Area- - - - Columbia Area Transportation
Study Organization

You may advise the Inter-Modal Planning Group of the U. S. Department of Transportation in Kansas City of my concurrence in the recommended designations and I am sure you will want to meet with the Transportation Planning Organizations in the very near future to proceed with implementation of this funding. I would appreciate your keeping me advised of significant developments in this program.

Sincerely yours,

CHRISTOPHER S. BOND
GOVERNOR

CSB:atw

724.1 K.C.

724.1 x Columbia

724.1 x St. Joseph

724.1 x Springfield July 9, 1974

Original signed by John B. Kemp

Mr. Rudolf M. Lenke
Division Engineer
Jefferson City, Missouri

J. B. Kemp
Regional Highway Administrator
Kansas City, Missouri

Kansas City, Columbia, St. Joseph, and Springfield - Urban
Transportation Planning Process - Certification

The Kansas City, Columbia, St. Joseph, and Springfield planning processes as described in your memoranda of April 30, 1974 and May 21, 1974, indicate compliance with the certification requirements. You may certify the Kansas City, Columbia, St. Joseph, and Springfield process with the concerns listed below through June 30, 1975.

General

Memoranda of agreement as required by revised A-95 are needed for Columbia, St. Joseph and Springfield. Ideally, this memorandum of agreement should also cover the HUD-701 planning funds. However, HUD has no requirement for these memoranda when they fund cities and A-95 agencies. We would also like to stress that the past coordination between the A-95 agencies and the transportation planning studies has been good. The memoranda of understanding will formalize and perpetuate those relationships.

Air Quality

The enclosed correspondence with EPA documents their findings regarding consistency of the transportation plans and the Air Quality Implementation Plans. Continued liaison with the Highway Commission and the Missouri Air Conservation Commission will be needed to establish project review procedures.

Technical and Policy Committees

UMTA and FAA have expressed a desire to have representation on these committees.

-MORE-

CONCURRENCE:	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	
RTG. SYMBOL	JT
INITIALS/SIG.	
DATE	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	
RTG. SYMBOL	
INITIALS/SIG.	
DATE	

Other Concerns

The enclosed memoranda from Mr. Waddleton, Chairman of the IPG, to Columbia, St. Joseph, and Springfield regarding the Overall Program Design-Unified Work Program list other items which need attention this year.

Enclosures

cc:
Washington Office - *w/attachments*
Kansas Division Office
Lee Waddleton - UMTA
Files 2

RRAJohnson:dh 07/08/74

A handwritten signature or set of initials, possibly 'A', written in dark ink.

MEMORANDUM

TO: Doug Bach, County Administrator, Unified Government
Richard Carlson, Secretary of Transportation, Kansas Dept. of Transportation
Tom Gerend, Executive Director, Kansas City Streetcar Authority
Ed Hasinger, Chief Engineer, Missouri Department of Transportation
Robbie Makinen, President/CEO, Kansas City Area Transportation Authority
Zachary Walker, City Manager, City of Independence, Missouri
Penny Postoak-Ferguson, Interim County Manager, Johnson County

FROM: Ron Achelpohl, Director of Transportation

DATE: January 16, 2018

SUBJ: Memorandum of Understanding

Enclosed for your records is an original copy of the executed Memorandum of Understanding between MARC and its planning partners. My thanks to all of you for your assistance in the development and execution of this document supporting the region's transportation planning efforts.

Please let me know if you have any questions.

Ron Achelpohl
Director of Transportation & Environment

Enclosure

MEMORANDUM OF UNDERSTANDING

Conducting the Continuing, Cooperative, and Comprehensive Transportation Planning Process for the Kansas City, MO-KS Metropolitan Area

City of Independence
Johnson County Transit
Kansas City Area Transportation Authority
Kansas City Streetcar Authority
Kansas Department of Transportation
Mid-America Regional Council
Missouri Department of Transportation
Unified Government Transit

This Memorandum of Understanding (MOU), entered into and effective this 18th day of December, 2017, by and between City of Independence, Johnson County Transit, the Kansas City Area Transportation Authority, The Kansas City Streetcar Authority (KCSA), the Kansas Department of Transportation, the Mid-America Regional Council, the Missouri Department of Transportation, and Unified Government Transit, establishes a metropolitan planning and programming process and documents the roles and responsibilities of each party in the process. The partners agree to conduct a planning and programming process that complies with all federal planning requirements as specified in federal law. This MOU is not intended to create any substantive rights or responsibilities for anyone, whether a party to this agreement or not, over and above those created and conferred by federal and state law.

Planning Partners

The City of Independence, Missouri (Independence), is a city providing general purpose and special public transportation services within the city limits of Independence, Missouri.

The Johnson County Transportation Department (JCT) is a department of Johnson County Government responsible for providing general purpose and special public transportation services funded by Johnson County, Kansas.

The Kansas City Area Transportation Authority (KCATA), the creation of a bi-state compact between the States of Kansas and Missouri, is responsible for providing general purpose and special public transportation services throughout the seven (7) county (Cass, Clay, Jackson, and Platte in Missouri; Johnson, Leavenworth, and Wyandotte in Kansas) Kansas City area.

The Kansas City Streetcar Authority (KCSA) is a non-profit corporation responsible for planning and operating general purpose public transportation services on streetcars within the city limits of Kansas City, Missouri.

The Kansas Department of Transportation (KDOT) is a state agency established pursuant to Kansas statute responsible for building, maintaining, and operating a variety of transportation facilities across the state of Kansas, including, but not limited to, the federal and state highway system.

The Mid-America Regional Council (MARC) is an association of city and county governments throughout the nine (9) county (Cass, Clay, Jackson, Platte, and Ray in Missouri; Johnson, Leavenworth, Miami, and Wyandotte in Kansas) Kansas City area. MARC is the designated Metropolitan Planning Organization (MPO) for the Kansas City, Kansas and Kansas City and Lee's Summit, Missouri urbanized areas.

The Missouri Highways and Transportation Commission is a gubernatorial appointed commission overseeing the Missouri Department of Transportation (MoDOT), a governmental department within the State of Missouri responsible for building, maintaining, and operating a variety of transportation facilities across the State of Missouri, including, but not limited to, the federal and state highway system.

Unified Government Transit (UGT) is a department of the Unified Government of Wyandotte County and Kansas City, Kansas (UG) responsible for providing general purpose and special public transportation services funded by the UG.

MPO Governance/Structure

MARC is governed by a Board of Directors consisting of thirty-four (34) elected officials. The nine (9) counties and the six (6) largest cities within the region (Kansas City, Independence, and Lee's Summit in Missouri; Kansas City, Overland Park, and Olathe in Kansas) have direct board representation. The smaller cities are represented on the MARC Board by local elected officials selected at the county level. Representatives of providers of public transportation are nominated by the MARC board chair and elected by the board from among the directors representing local governments with permanent voting status on the MARC board that provide public transportation services. KCATA, KDOT and MoDOT are each represented by non-voting advisory directors nominated by their organizations and appointed by the MARC board chair. Bylaws adopted by the MARC board outline membership and operating procedures of the board.

MARC's work as the region's MPO is guided by the Total Transportation Policy Committee (TTPC). The TTPC provides policy-level recommendations to the MARC Board on significant transportation issues, programs, and projects, and serves as the primary focal point for MARC's overall metropolitan transportation planning program. Membership on the TTPC includes elected officials and staff representatives from local counties and municipalities, as well as representatives from Independence, JCT, KCATA, KCSA, KDOT, MoDOT, and UGT (Independence, JCT, and UGT representation is through their respective local government bodies). Bylaws adopted by TTPC outline membership and operating procedures of the committee.

A number of planning committees report to the TTPC, each one corresponding with a particular mode or type of transportation. Membership on the planning committees is a mixture of elected officials, local government staff, state and federal officials, and representatives from various interest groups. TTPC has adopted an overall structure and bylaws for individual planning committees that outline their membership and operating procedures.

A number of programming committees also report to TTPC, each one charged with formulating funding recommendations for particular federal funding programs. TTPC has adopted Roles and Responsibilities documents for each of the programming committees that identify their membership structure and operating procedures. The committees have also developed methodologies for evaluating proposed projects and formulating their recommendations.

Planning Process and Responsibilities

Unified Planning Work Program Development and Consolidated Planning Grant Management – A Unified Planning Work Program (UPWP) is prepared annually that describes the planning activities to be conducted in the region. The UPWP serves three (3) distinct functions: (1) it describes the transportation planning activities of regional scope that the planning partners will undertake during the year; (2) it serves as the scope of work for planning activities proposed for funding under the Consolidated Planning Grant (CPG); and (3) it provides a management tool for the planning partners in scheduling major transportation planning activities, milestones, and products. Much of the work in the UPWP that is conducted by MARC, as the MPO, is funded by CPGs (comprised of Federal Highway Administration (FHWA) metropolitan planning (PL) funds and Federal Transit Administration (FTA) Section 5303 funds) provided by the State DOTs, although some MARC tasks are funded through other federal transportation funds provided through separate local public agency (LPA) agreements with KDOT and/or MoDOT. The manner of financing activities authorized under the CPG and LPA agreements is through reimbursement by KDOT and MoDOT of federal funds for up to a maximum of eighty percent (80%) of authorized expenditures (with exceptions for some uses of funds), with the balance (the non-federal share) to be provided for by separate fiscal agreement between MARC and its local government members.

- a. MARC Responsibility – MARC will cooperate with the other planning partners in the development of the UPWP. MARC will develop and maintain a UPWP development schedule each year that will include a meeting of the planning partners to discuss development and establish planning priorities of the UPWP. MARC will compile the draft UPWP for review by the planning partners, TTPC, and the public, and will prepare and publish the final UPWP as approved by the MARC Board. MARC will use the UPWP as the scope of services for the CPGs with KDOT and MoDOT, and will enter into annual agreements with KDOT and MoDOT to receive CPG funds to support its work in the UPWP. MARC will enter into periodic LPA agreements with KDOT and MoDOT to support projects funded through other sources. MARC will prepare and submit to the State DOTs progress reports detailing activities conducted each quarter for the various UPWP work tasks.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development of the UPWP. As the overseers of CPGs with MARC, once all state and federal requirements are met, KDOT and MoDOT will approve the UPWP and use it as the scope of services for their individual CPG agreements with MARC. KDOT and MoDOT will submit the UPWP to the United States Department of Transportation (USDOT) in a timely manner for USDOT approval. KDOT and MoDOT will enter into periodic LPA agreements with MARC to support projects funded through other sources. KDOT and MoDOT will provide task, budget, and schedule information to be included in the UPWP and quarterly updates of task progress to be included in the quarterly progress reports.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the UPWP, including the provision of task, budget, and schedule information to be included in the document. Independence, JCT, KCATA, KCSA and UGT will provide quarterly updates of task progress to be included in the quarterly progress reports.

Metropolitan Transportation Plan Development and Maintenance – One of the primary products of the metropolitan planning process is the Metropolitan Transportation Plan (MTP). The MTP establishes the broad policy framework for transportation investments in the region and identifies specific investments

to be implemented during the plan period. As described in federal rules, the MTP will provide for the development and integrated management and operation of transportation systems and facilities (including major roadways, transit, multimodal and intermodal facilities, pedestrian walkways and bicycle facilities, and intermodal connectors) that will function as an intermodal transportation system for the metropolitan planning area and as an integral part of an intermodal transportation system for the States and the United States. The MTP is updated according to intervals set in federal regulations and may be amended more frequently as appropriate.

- a. **MARC Responsibility** – MARC will lead the development of the MTP in cooperation with the other planning partners. MARC will establish a multi-year plan development calendar to complete the update of the plan by the established federal deadline. MARC will coordinate with and reflect the KDOT and MoDOT Statewide Long-Range Transportation Plans in the region’s MTP. MARC will continuously monitor plans, studies, and other activities in the region to identify potential amendments to the MTP. MARC will review plan components and amendments to assess the need for conducting air quality and conformity analyses. MARC will produce such analyses when appropriate.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the MTP. KDOT and MoDOT will coordinate with and reflect the region’s plans in statewide long-range transportation plans. KDOT will coordinate the region’s long-range planning efforts with its Local Consultation Process. MoDOT will coordinate the region’s long-range planning efforts with its Planning Framework. KDOT and MoDOT will monitor internal plans, studies, and other activities to identify potential MTP amendments and inform the other partners accordingly.
- c. **Independence, JCT, KCATA, KCSA and UGT Responsibility** – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the MTP. Independence, JCT, KCATA, KCSA and UGT will coordinate the region’s long-range planning efforts with their agency planning efforts for future transit operations and capital investments. Independence, JCT, KCATA, KCSA and UGT will monitor internal plans, studies, and other activities to identify potential MTP amendments and inform the other partners accordingly.

Transportation Improvement Program Development and Maintenance – Another primary product of the metropolitan planning process is the Transportation Improvement Program (TIP). The TIP identifies specific investments to be implemented during the next 4-5 year period, and serves to commit funds to specific projects. The TIP is updated according to intervals set in federal regulations, and may be amended more frequently, as appropriate.

- a. **MARC Responsibility** – MARC will lead the development of the TIP in cooperation with the other planning partners. MARC will establish policies, procedures, and practices for the development and maintenance of the TIP. MARC will initiate and conduct project selection processes for federal funds suballocated to the region. MARC will participate in KDOT and MoDOT project selection processes. MARC will maintain the TIP as a web/database product that reflects project level details consistent with MARC policies and federal regulations. MARC will review TIP projects and amendments to assess the need for conducting air quality and conformity analyses. MARC will produce such analyses when appropriate.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the TIP. KDOT and MoDOT will conduct project

selection activities in consultation with the other planning process partners. KDOT and MoDOT will submit and update project level data such that the TIP can reflect project details consistent with MARC policies and federal regulations. KDOT and MoDOT will consider for approval all TIP and TIP amendment actions approved and submitted by MARC and, if approved, incorporate them into the TIP such that the TIP reflects and is consistent with the metropolitan TIP. KDOT and MoDOT will process new TIP approvals and TIP amendments and submit to USDOT in a timely manner for USDOT approval.

- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the TIP. Independence, JCT, KCATA, KCSA and UGT will conduct project selection activities in consultation with other planning process partners. Independence, JCT, KCATA, KCSA and UGT will submit and update project level data such that the TIP can reflect project details consistent with MARC policies and federal regulations.

Annual Listing of Obligated Projects – One of the aspects of public accountability assigned to the metropolitan transportation planning process is an annual reporting of the federal funds obligated to projects in the preceding year. The listing is included in the TIP to confirm the obligation of federal funds to projects currently and previously listed in the TIP.

- a. MARC Responsibility – MARC will lead the development of the Annual Listing of Obligated Projects (ALOP) in cooperation with the other planning partners. MARC will establish the schedule for completing the ALOP, taking into account the schedules for releasing such information by KDOT, MoDOT, Independence, JCT, KCATA, KCSA, UGT, and other sources of information. MARC will compile information from the other planning partners, federal agencies, and others as appropriate, in order to complete the initial listing of projects. Once completed, MARC will publish the listing electronically as part of the region's TIP.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development of the ALOP. KDOT and MoDOT will provide information regarding any federally funded projects they administered within the MPO boundary which have had fund obligations during the previous year. KDOT and MoDOT will establish internal procedures to routinely provide the information each year.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the ALOP. Independence, JCT, KCATA, KCSA and UGT will provide information regarding any federally funded projects which have had fund obligations during the previous year. Independence, JCT, KCATA, KCSA and UGT will establish internal procedures to routinely provide the information each year.

Financial Plans for the MTP and TIP – The MTP and TIP are to include financial plans based on estimates of revenue that can reasonably be expected to be available during the time period covered by each document. Financial plans and estimates of revenue are to be prepared cooperatively between the partners of the MPO process.

- a. MARC Responsibility – MARC will lead the development of the MTP and TIP financial plans in cooperation with the other planning partners. MARC will develop and maintain procedures and methodologies for generating revenue forecasts in cooperation with Independence, JCT, KCATA, KCSA, KDOT, MoDOT, and UGT. MARC will generate estimates of local funds available to support transportation investments in the region. MARC

- will convene the partners as necessary to review methodologies, assumptions (such as inflation factors), and estimates to be used in MTP and TIP documents and amendments.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the development of the MTP and TIP financial plans. KDOT and MoDOT will provide historical information regarding funding levels and expenditures within the MPO boundary and any estimates they have prepared for future state and federal revenues.
- c. **Independence, JCT, KCATA, KCSA and UGT Responsibility** –Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the MTP and TIP financial plans. Independence, JCT, KCATA, KCSA and UGT will provide historical information regarding funding levels and expenditures for transit services within the MPO boundary and any estimates they have prepared for future local, state, and federal revenues.

Performance-Based Planning and Decision-making – The metropolitan planning process is to establish and use a performance-based approach to transportation decision-making to support national, state, and regional goals for the transportation system.

System Performance and Freight Data

- a. **MARC Responsibility** -- MARC will provide KDOT and MoDOT recommendations for updates to the functional classification of non-state system roadways (which may change the extent of the NHS) on an as-needed basis. MARC will provide KDOT and MoDOT recommendations for updates to the urbanized area boundary following the release of data from the decennial census. MARC will provide KDOT and MoDOT with draft MPO targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process when draft targets are submitted to the TTPC. MARC will provide KDOT and MoDOT with the final MPO targets for these performance measures upon adoption by the MARC Board of Directors.
- b. **KDOT and MoDOT Responsibility** -- KDOT and MoDOT will provide MARC with their HPMS submissions for the MARC region at the same time that data is submitted to FHWA. KDOT and MoDOT will provide MARC with the state targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process, within two weeks of KDOT and MoDOT’s selection of new targets or any change to the targets.
- c. **KCATA and KCSA Responsibility** -- KCATA and KCSA will provide MARC with the KCATA and KCSA performance measures and targets.

Pavement and Bridge

- a. **MARC Responsibility** -- MARC will provide KDOT and MoDOT with draft MPO targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process when draft targets are submitted to the TTPC. MARC will provide KDOT and MoDOT with the final MPO targets for these performance measures upon adoption by the MARC Board of Directors.
- b. **KDOT and MoDOT Responsibility** -- KDOT and MoDOT will compile pavement metrics (IRI, cracking%, rutting, and faulting) for all NHS road segments in the MARC region and provide this data to MARC at the same time the data is submitted to FHWA as part of the HPMS submission. KDOT and MoDOT will compile bridge metrics (NBI items for Deck,

Superstructure, and Substructure for bridges, Culverts for culverts, and Structure Length and Deck Width or Approach Roadway Width) for all bridges carrying the NHS in the MARC region and provide this data to MARC at the same time the data is submitted to FHWA. KDOT and MoDOT will provide MARC with the state targets for these performance measures along with an explanation of the basis for these targets and performance data used in the target setting decision process, within two weeks of KDOT and MoDOT's selection of new targets, or any change to the targets, to FHWA.

Safety

- a. MARC Responsibility -- MARC will provide KDOT and MoDOT with draft MPO targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process when draft targets are submitted to the TTPC. MARC will provide KDOT and MoDOT with the final MPO targets for these performance measures upon adoption by the MARC Board of Directors.
- b. KDOT and MoDOT Responsibility -- KDOT and MoDOT will provide MARC with accident data, including latitude and longitude information, for all accidents in MARC member counties no later than July 31 of the year after the year the accident occurred. To support setting the initial targets KDOT and MoDOT will provide such data back to 2008. KDOT and MoDOT will provide MARC with the state targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process, no later than when KDOT and MoDOT submits the targets, or any change to the targets, to FHWA.

Transit Asset Management

- a. MARC Responsibility -- MARC will provide KDOT and MoDOT with draft MPO targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process when draft targets are submitted to the TTPC. MARC will provide KDOT and MoDOT with the final MPO targets for these performance measures upon adoption by the MARC Board of Directors.
- b. KDOT and MoDOT Responsibility -- KDOT and MoDOT will provide MARC with data for the Transit Asset Management Performance Measures (the percentage of non-revenue vehicles and equipment that have either met or exceeded their ULB, the percentage of revenue vehicles within each asset class that have either met or exceeded their ULB, and the percentage of facilities within each asset class, rated below condition 3 on the TERM scale) for all providers in the MARC region, except KCATA and KCSA, no later than when KDOT and MoDOT submits its targets to FTA. KDOT and MoDOT will provide MARC a copy of the state's Transit Asset Management group plan upon its initial publication and every time it is updated. KDOT and MoDOT will provide MARC with the state targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process, no later than when KDOT and MoDOT submits the targets, or any change to the targets, to FTA.
- c. KCATA and KCSA Responsibility -- KCATA and KCSA will provide MARC with data for the Transit Asset Management Performance Measures (the percentage of non-revenue vehicles and equipment that have either met or exceeded their ULB, the percentage of revenue vehicles within each asset class that have either met or exceeded their ULB, and the percentage of facilities within each asset class, rated below condition 3 on the TERM scale) for KCATA and KCSA assets upon submission of its targets to FTA and annually, thereafter.

Additionally, KCSA will provide MARC with data for the percent of track segments that have performance restrictions. KCATA and KCSA will provide MARC a copy of their Transit Asset Management plan upon its initial publication and every time it is updated. KCATA and KCSA will provide MARC with the KCATA and KCSA targets for these performance measures along with an explanation of the basis for these targets and any past performance data used in the target setting decision process, no later than when KCATA and KCSA submits the targets, or any change to the targets, to FTA.

Studies – Studies are regularly conducted in the region to analyze particular transportation issues, transportation functions, geographic subareas, or transportation corridors and bring further definition to proposed transportation investments in the region. Studies may be categorized as Major Investment Studies under MARC policy or meet other criteria and scope based on agreement between the planning partners. Studies should result in changes to, or further definition of, the MTP, and/or project level details that should be reflected in the TIP.

- a. MARC Responsibility – MARC, in cooperation with the planning partners, will develop and maintain a list of proposed study corridors in the MTP. MARC, in cooperation with the planning partners, will maintain and implement the Major Investment Study (MIS) Policy as appropriate for proposed studies. MARC will reflect the broad policy framework articulated in the region’s MTPMTP in studies it leads. MARC will include partners of the planning process in studies it leads, and will actively participate in studies conducted by other partners of the planning process. MARC will engage a broad cross-section of community interests and the general public in studies that it leads. MARC will assist with bringing conclusions of studies through the MPO committee process to reflect conclusions in the MTPMTP and/or the TIPTIP, as appropriate.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development and maintenance of the MTP list of proposed study corridors and maintenance and implementation of the MIS Policy. KDOT and MoDOT will reflect the broad policy framework articulated in the region’s MTPMTP in studies that they lead. KDOT and MoDOT will include partners of the planning process in studies they lead and will actively participate in studies conducted by other partners of the planning process. KDOT and MoDOT will engage a broad cross-section of community interests and the general public in studies that they lead. KDOT and MoDOT will bring to the MPO committee process any conclusions of studies for incorporation into the MTPMTP and/or the TIPTIP, as appropriate.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development and maintenance of the MTP list of proposed study corridors and maintenance and implementation of the MIS Policy. Independence, JCT, KCATA, KCSA, and UGT will reflect the broad policy framework articulated in the region’s MTPMTP in studies that they lead. Independence, JCT, KCATA, KCSA and UGT will include partners of the planning process in studies they lead and will actively participate in studies conducted by other partners of the planning process. Independence, JCT, KCATA, KCSA and UGT will engage a broad cross-section of community interests and the general public in studies that they lead. Independence, JCT, KCATA, KCSA and UGT will bring to the MPO committee process any conclusions of studies for incorporation into the MTPMTP and/or the TIPTIP, as appropriate.

MPO Planning Area Boundary – The MPO process is to be conducted within a defined Metropolitan Planning Area Boundary (MPAB). The boundary is to reflect the current urbanized area plus areas anticipated to urbanize within the next twenty (20) years. The MPAB will be reviewed at the establishment of new urbanized area boundaries following each decennial census and at intermediate intervals as prompted by requests by local or state governments to modify the current boundary. Proposed adjustments to the MPAB will be based on planning analysis of current and planned urbanized development.

- a. **MARC Responsibility** – MARC will cooperate with the other planning partners to maintain and adjust the MPAB. MARC will enter into agreements with the Governors of Kansas and Missouri (or their designees) to establish the MPAB. MARC, in cooperation with the other planning partners, will prepare and maintain a detailed description and map of the current MPAB and make it available to the other planning partners. MARC will initiate the review with the other planning partners of the boundary following each decennial census.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners to maintain and adjust the MPAB. KDOT and MoDOT will prepare, process, and maintain agreements between the State Governors (or their designees) and MARC to establish the MPAB. KDOT and MoDOT will utilize the current MPAB in data systems and planning activities to accurately reflect the area within which MPO planning, programming, and decision-making processes are to be followed.
- c. **Independence, JCT, KCATA, KCSA and UGT Responsibility** –Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in their roles as members of MARC’s transportation committees to maintain and adjust the MPAB.

Urbanized Area Boundaries – Urbanized area boundaries are established following each decennial census. The boundaries distinguish between urban and rural places for funding and system classification purposes. The MPO process may adjust the census-defined urbanized area boundaries to create smooth, definable boundaries between urban and rural places. In some cases, multiple urbanized areas may be identified within the same metropolitan area (as was the case with the Kansas City region in the 2000 and 2010 Census). The urbanized area boundaries will be reviewed at the establishment of new urbanized area boundaries following each decennial census, and adjusted as appropriate.

- a. **MARC Responsibility** – MARC will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for transportation planning purposes. MARC will prepare and maintain descriptions and maps of the current census-defined and adjusted urbanized area boundaries and make them available to the other planning partners. MARC will consider the USDOT approved boundary/boundaries to be the current boundary/boundaries for planning purposes. MARC will initiate the process to adjust the census-defined boundary following each decennial census. MARC will forward any boundary adjustments to KDOT and MoDOT for approval.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for planning purposes. KDOT and MoDOT will consider for approval all boundary adjustments approved and submitted by MARC and will submit KDOT/MoDOT approved adjustments to the urbanized boundary to USDOT for approval.
- c. **Independence, JCT, KCATA, KCSA and UGT Responsibility** –Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the review of census-defined urbanized area boundaries and making any adjustments for planning purposes. Independence, JCT, KCATA, KCSA and UGT will work with the other planning

partners to assess the impact of urbanized area definitions on the availability, distribution and use of FTA urbanized area formula program funds.

Functional Classification System – Roadways are functionally classified according to federal guidelines to identify the role each facility plays in the overall transportation network, to serve as a basis for design criteria, to organize reporting and analysis, and to establish eligibility for utilizing federal transportation funds.

- a. **MARC Responsibility** – MARC will cooperate with the other planning partners to establish and maintain the region’s functional classification system. MARC will establish and maintain policies to guide the maintenance of the region’s functional classification system. MARC will consider the USDOT approved functional classification system to be the current classification for planning and programming purposes. MARC will forward any proposed changes to the region’s functional classification system to KDOT and MoDOT for approval.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners to establish and maintain the region’s functional classification system, including assisting MARC in ensuring that the classification meets federal guidelines. KDOT and MoDOT will consider for approval all functional classification changes approved and submitted by MARC and will be responsible for forwarding any KDOT/MoDOT approved changes to FHWA for approval. KDOT and MoDOT will reflect the region’s federally approved functional classification system in their statewide functional classification systems.
- c. **Independence, JCT, KCATA, KCSA and UGT Responsibility** – Although this is only an FHWA requirement, Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners to establish and maintain the region’s functional classification system.

Travel Demand Modeling – Travel demand models are developed and maintained to simulate and forecast travel conditions on the region’s transportation system. The models are used to predict and identify future problem areas in the transportation system, and to evaluate strategies, investments, and projects which may alleviate those future problems. Models may also be used to understand current and future operating conditions on elements of the transportation network. Models also provide information to assess impacts of transportation investments for environmental justice purposes and to assess mobile source contributions to the region’s air quality.

- a. **MARC Responsibility** – MARC will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. MARC will work with the other planning partners to collect input data for the model so that it accurately reflects local conditions. MARC will utilize the regional travel demand model for evaluating the performance of the region’s transportation system and to assess proposed strategies for the MTP and TIP. MARC will also utilize the regional travel demand model for environmental justice and air quality analyses. MARC will provide information from the regional travel demand model to support studies and other analyses by the other planning partners. MARC will assist the planning partners in reviewing modeling approaches for consistency with the regional travel demand model. MARC will support a regional model users group to provide ongoing coordination with modelers in the planning partner agencies, local governments, and their consultants.
- b. **KDOT and MoDOT Responsibility** – KDOT and MoDOT will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. KDOT and MoDOT will work with the other planning partners to collect input data

for the model so that it accurately reflects local conditions. KDOT and MoDOT and/or their consultants will conduct any travel demand modeling in the region consistent with the regional travel demand model.

- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners to establish and maintain a state-of-the-practice regional travel demand model. Independence, JCT, KCATA, KCSA, and UGT will work with the other planning partners to collect input data for the model so that it accurately reflects local conditions. Independence, JCT, KCATA, KCSA and UGT and/or their consultants will conduct any travel demand modeling in the region consistent with the regional travel demand model.

Congestion Management Process – As part of the metropolitan transportation planning process, areas are to develop and implement a Congestion Management Process (CMP). The CMP serves as a planning tool to help decrease mobile source emissions and improve regional air quality by monitoring, measuring, and diagnosing the causes of congestion on a region’s multi-modal transportation systems; evaluating and recommending alternative strategies to manage or improve regional congestion; and evaluating the performance of strategies put in practice to manage or improve congestion.

- a. MARC Responsibility – MARC will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. MARC will initiate periodic updates of the CMP so that it sufficiently addresses current issues, challenges, and opportunities in the region. MARC will provide information from the CMP as part of calls for projects and as part of initial data for studies so that appropriate congestion management strategies are considered in planning and project development activities in the region.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. KDOT and MoDOT will use information from the CMP as part of planning studies and project development activities so that appropriate congestion management strategies are considered in planning and project development activities in the region.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners to develop and maintain the elements of the CMP for use in the metropolitan planning process. Independence, JCT, KCATA, KCSA and UGT will use information from the CMP as part of planning studies and project development activities so that appropriate congestion management strategies are considered in planning and project development activities in the region.

Participation Plan – As part of the metropolitan transportation planning process, areas are to develop and implement a Participation Plan. The Participation Plan is to define a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. The Participation Plan shall include procedures for employing visualization techniques and making public information available in electronically accessible formats and means.

- a. MARC Responsibility – MARC will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. MARC will initiate periodic reviews of the effectiveness of the Participation Plan strategies and may suggest updates to the Participation Plan in cooperation with the other planning partners. MARC will follow the Participation Plan in its planning and programming work so that the public is adequately and appropriately engaged in planning and project development activities in the region.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. KDOT and MoDOT will use strategies from the Participation Plan as part of planning studies and project development activities so that the public is adequately and appropriately engaged in planning and project development activities in the region.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility –Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners to develop and maintain the Participation Plan for use in the metropolitan planning process. Independence, JCT, KCATA, KCSA and UGT will use strategies from the Participation Plan as part of planning studies and project development activities so that the public is adequately and appropriately engaged in planning and project development activities in the region.

Regional Intelligent Transportation Systems Architecture – In the Kansas City region, the metropolitan planning process is responsible for creation of the Regional Intelligent Transportation Systems (ITS) Architecture. The Kansas City Regional ITS Architecture provides a specific, tailored structure for facilitating institutional agreement and technical integration for the implementation of ITS projects in the region by defining how systems functionally operate and the interconnection of information exchanges that must take place between these systems to accomplish transportation services. By providing an opportunity for coordination of activities and sharing of information among regional transportation systems through a systems engineering approach, the Regional ITS Architecture promotes system efficiency and effectiveness; provides a basis for planning the evolution of existing systems and the definition of future systems over time; provides a framework within which regional stakeholders can address transportation issues collectively; and identifies opportunities for making ITS investments in a more cost-effective manner by utilizing inter-agency cooperation.

- a. MARC Responsibility – MARC will lead the development and maintenance of the Regional ITS Architecture in cooperation with the other planning partners. MARC will maintain a web-based database of information exchanges that comprise the regional architecture. MARC, in cooperation with the planning partners, will periodically update the Regional ITS Architecture to reflect new components and information exchanges that would enhance transportation performance in the region. MARC will provide assistance to project sponsors in identifying appropriate information exchanges for proposed ITS and ITS-related projects.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development and maintenance of the Regional ITS Architecture. KDOT and MoDOT will utilize the Regional ITS Architecture to plan, develop, and evaluate proposed transportation technology investments in the region.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility –Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development and maintenance of the regional ITS architecture. Independence, JCT, KCATA, KCSA and UGT will utilize the regional ITS architecture to plan, develop, and evaluate proposed transportation technology investments in the region.

Coordinated Public Transit-Human Service Transportation Plan (FTA Section 5310 Funds) – Areas must have a Coordinated Public Transit-Human Service Transportation Plan (CPTHSTP) to be eligible to expend FTA Section 5310 funds. The CPTHSTP will serve as the basis for the competitive selection process related to FTA Section 5310 funds.

- a. MARC Responsibility – MARC will lead the development of the CPTHSTP and the competitive selection process for FTA Section 5310 funds in cooperation with the other planning partners. MARC will coordinate the development of the regional CPTHSTP in conjunction with the other planning partners and other community interests. MARC will integrate the CPTHSTP with other transit and transportation planning activities in the region, and with the region’s MTP. MARC will use the CPTHSTP to guide the competitive selection process for FTA Section 5310 funds.
- b. KDOT and MoDOT Responsibility – KDOT and MoDOT will cooperate with the other planning partners in the development of the CPTHSTP and the competitive selection process for FTA Section 5310 funds. KDOT and MoDOT will coordinate between the regional CPTHSTP and any statewide CPTHSTPs that may be developed.
- c. Independence, JCT, KCATA, KCSA and UGT Responsibility – Independence, JCT, KCATA, KCSA and UGT will cooperate with the other planning partners in the development of the CPTHSTP and the competitive selection process for FTA Section 5310 funds. KCATA will serve as the designated recipient for FTA Section 5310 funds for the region. Independence, JCT, KCATA, KCSA, and UGT will assist in integrating the CPTHSTP with other transit planning activities in the region.

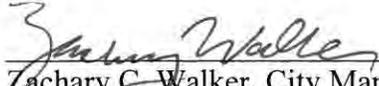
Periodic Review of this MOU

This MOU will be reviewed periodically so that it remains current in articulating roles and responsibilities of the planning partners. The MOU will be assessed following each new federal authorization and each federal certification review of the region’s planning process to capture any changes in federal law, federal regulations and guidance, comments that were part of the certification review, and changes within the partners of the planning process. Current information on the region’s planning process will be available each year as part of the Unified Planning Work Program.

Expected Roles and Responsibilities of USDOT

While they are not direct parties to this agreement, it is the expectation of the parties that USDOT offices, particularly the Kansas and Missouri Division Offices of the FHWA and the Regional Office of the FTA, will also participate as partners in the Kansas City region’s transportation planning process. USDOT offices are expected to participate as ex officio members of MPO transportation committees and provide a federal perspective to the work of the MPO. USDOT offices are expected to provide information on best practices and developments in the field of transportation planning that could support and be useful to the region’s planning efforts. USDOT offices are expected to take actions on plans, environmental studies, and investment projects within the region that are consistent with decisions that have come out of the MPO process. USDOT offices are also expected to advise the MPO regarding any issues of compliance with federal regulations as work products are being developed and produced so that final products will meet existing requirements. Additionally, USDOT is expected to complete its actions related to approving products of the MPO process in a timely manner so as not to delay progress on significant transportation initiatives in the region.

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Zachary C. Walker, City Manager
City of Independence

Date: 11/22/17

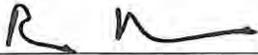
IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Hannes Zacharias, County Administrator
Johnson County, Kansas

Date: 11-22-17

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Robbie Makinen, President & CEO
Kansas City Area Transportation Authority

Date: 11-29-17

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.

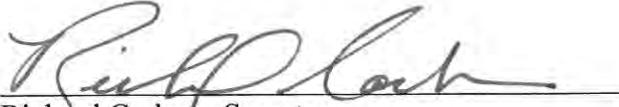


Tom Gerend, Executive Director
Kansas City Streetcar Authority

Date: _____

12/18/17

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Richard Carlson, Secretary
Kansas Department of Transportation

Date: 12-6-17



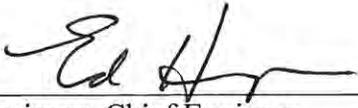
IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



David A. Warm, Executive Director
Mid-America Regional Council

Date: 11/20/2017

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Ed Hassinger, Chief Engineer
Missouri Department of Transportation
Missouri Highways and Transportation Commission

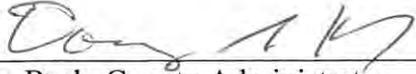
Date: 12-11-17

Secretary to the Commission

Approved as to Form:

Commission Counsel

IN WITNESS WHEREOF the parties hereto have caused this MOU to be executed by their proper officers and representatives having authority to do so. The parties may execute this MOU in counterparts, each of which is deemed an original and all of which constitute only one agreement.



Doug Bach, County Administrator
Unified Government
Unified Government Transit

Date: 11/22/17

**Applicant and Recipient
Assurances and Certifications**

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

OMB Number: 2501-0017
Expiration Date: 01/31/2026

Instructions for the HUD-424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications, which replace any requirement to submit an SF-424-B or SF-424-D. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.25, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

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

*Authorized Representative Name:

Prefix: *First Name:
Middle Name:
*Last Name:
Suffix:

*Title:

*Applicant Organization:

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.
2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C 2000(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).
3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et.seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.
4. Will comply with the Fair Housing Act (42 U.S.C. 3601-19), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an applicant which is an Indian tribe or its instrumentality which

- is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.
5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.
 6. 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) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.
 7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et.seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.
 8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subawards at all tiers (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally-recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct.

WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§287, 1001, 1010, 1012, 1014; 31 U.S.C. §3729, 3802).

*Signature:

Completed Upon Submission to Grants.gov

*Date:

Completed Upon Submission to
Grants.gov

Applicant/Recipient Disclosure/Update Report

U.S. Department of Housing and Urban Development

OMB Approval No. 2501-0112 (exp. 12/31/2024)

Instructions. (See Public Reporting Statement and Privacy Act Statement and detailed instructions on page 2.)

Applicant/Recipient Information Indicate whether this is an Initial Report or an Update Report

1. Applicant/Recipient Name, Address, and Phone (include area code):	2. Social Security Number or Employer ID Number:
3. HUD Program Name	4. Amount of HUD Assistance Requested/Received
5. State the name and location (street address, City and State) of the project or activity:	

Part I Threshold Determinations

1. Are you applying for assistance for a specific project or activity? These terms do not include formula grants, such as public housing operating subsidy or CDBG block grants. (For further information see 24 CFR Sec. 4.3). <input type="checkbox"/> Yes <input type="checkbox"/> No	2. Have you received or do you expect to receive assistance within the jurisdiction of the Department (HUD), involving the project or activity in this application, in excess of \$200,000 during this fiscal year (Oct. 1 - Sep. 30)? For further information, see 24 CFR Sec. 4.9 <input type="checkbox"/> Yes <input type="checkbox"/> No.
---	--

If you answered “No” to either question 1 or 2, **Stop!** You do not need to complete the remainder of this form. **However,** you must sign the certification at the end of the report.

Part II Other Government Assistance Provided or Requested / Expected Sources and Use of Funds.

Such assistance includes, but is not limited to, any grant, loan, subsidy, guarantee, insurance, payment, credit, or tax benefit.

Department/State/Local Agency Name and Address	Type of Assistance	Amount Requested/Provided	Expected Uses of the Funds

(Note: Use Additional pages if necessary.)

Part III Interested Parties. You must disclose:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Alphabetical list of all persons with a reportable financial interest in the project or activity (For individuals, give the last name first)	Social Security No. or Employee ID No.	Type of Participation in Project/Activity	Financial Interest in Project/Activity (\$ and %)

(Note: Use Additional pages if necessary.)

Certification

Warning: If you knowingly make a false statement on this form, you may be subject to civil or criminal penalties under Section 1001 of Title 18 of the United States Code. In addition, any person who knowingly and materially violates any required disclosures of information, including intentional non-disclosure, is subject to civil money penalty not to exceed \$10,000 for each violation.

I certify that this information is true and complete.

Signature:	Date: (mm/dd/yyyy)
X	

Public reporting burden for this collection of information is estimated to average 2.0 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection information unless that collection displays a valid OMB control number.

Privacy Act Statement. Except for Social Security Numbers (SSNs) and Employer Identification Numbers (EINs), the Department of Housing and Urban Development (HUD) is authorized to collect all the information required by this form under section 102 of the Department of Housing and Urban Development Reform Act of 1989, 42 U.S.C. 3531. Disclosure of SSNs and EINs is voluntary. HUD is authorized to collect this information under the Housing and Community Development Act of 1987 42 U.S.C.3543 (a). The SSN or EIN is used as a unique identifier. The information you provide will enable HUD to carry out its responsibilities under Sections 102(b), (c), and (d) of the Department of Housing and Urban Development Reform Act of 1989, Pub. L. 101-235, approved December 15, 1989. These provisions will help ensure greater accountability and integrity in the provision of certain types of assistance administered by HUD. They will also help ensure that HUD assistance for a specific housing project under Section 102(d) is not more than is necessary to make the project feasible after taking account of other government assistance. HUD will make available to the public all applicant disclosure reports for five years in the case of applications for competitive assistance, and for generally three years in the case of other applications. Update reports will be made available along with the disclosure reports, but in no case for a period generally less than three years. All reports, both initial reports and update reports, will be made available in accordance with the Freedom of Information Act (5 U.S.C. §552) and HUD's implementing regulations at 24 CFR Part 15. HUD will use the information in evaluating individual assistance applications and in performing internal administrative analyses to assist in the management of specific HUD programs. The information will also be used in making the determination under Section 102(d) whether HUD assistance for a specific housing project is more than is necessary to make the project feasible after taking account of other government assistance. You must provide all the required information. Failure to provide any required information may delay the processing of your application, and may result in sanctions and penalties, including imposition of the administrative and civil money penalties specified under 24 CFR §4.38.

Note: This form only covers assistance made available by the Department. States and units of general local government that carry out responsibilities under Sections 102(b) and (c) of the Reform Act must develop their own procedures for complying with the Act.

Instructions

Overview.

A. Coverage. You must complete this report if:

- (1) You are applying for assistance from HUD for a specific project or activity **and** you have received, or expect to receive, assistance from HUD in excess of \$200,000 during the during the fiscal year;
- (2) You are updating a prior report as discussed below; or
- (3) You are submitting an application for assistance to an entity other than HUD, a State or local government if the application is required by statute or regulation to be submitted to HUD for approval or for any other purpose.

B. Update reports (filed by "Recipients" of HUD Assistance):

General. All recipients of covered assistance must submit update reports to the Department to reflect substantial changes to the initial applicant disclosure reports.

Line-by-Line Instructions.

Applicant/Recipient Information.

All applicants for HUD competitive assistance, must complete the information required in blocks 1-5 of form HUD-2880:

1. Enter the full name, address, city, State, zip code, and telephone number (including area code) of the applicant/recipient. Where the applicant/recipient is an individual, the last name, first name, and middle initial must be entered.
2. Entry of the applicant/recipient's SSN or EIN, as appropriate, is optional.
3. Applicants enter the HUD program name under which the assistance is being requested.
4. Applicants enter the amount of HUD assistance that is being requested. Recipients enter the amount of HUD assistance that has been provided and to which the update report relates. The amounts are those stated in the application or award documentation. NOTE: In the case of assistance that is provided pursuant to contract over a period of time (such as project-based assistance under section 8 of the United States Housing Act of 1937), the amount of assistance to be reported includes all amounts that are to be provided over the term of the contract, irrespective of when they are to be received.
5. Applicants enter the name and full address of the project or activity for which the HUD assistance is sought. Recipients enter the name and full address of the HUD-assisted project or activity to which the update report relates. The most appropriate government identifying number must be used (e.g., RFP No.; IFB No.; grant announcement No.; or contract, grant, or loan No.) Include prefixes.

Part I. Threshold Determinations - Applicants Only

Part I contains information to help the applicant determine whether the remainder of the form must be completed. **Recipients filing Update Reports should not complete this Part.**

If the answer to **either** questions 1 or 2 is No, the applicant need not complete Parts II and III of the report, but must sign the certification at the end of the form.

Part II. Other Government Assistance and Expected Sources and Uses of Funds.

A. Other Government Assistance. This Part is to be completed by both applicants and recipients for assistance and recipients filing update reports. Applicants and recipients must report any other government assistance involved in the project or activity for which assistance is sought. Applicants and recipients must report any other government assistance involved in the project or activity. Other government assistance is defined in note 4 on the last page. For purposes of this definition, other government assistance is expected to be made available if, based on an assessment of all the circumstances involved, there are reasonable grounds to anticipate that the assistance will be forthcoming.

Both applicant and recipient disclosures must include all other government assistance involved with the HUD assistance, as well as any other government assistance that was made available before the request, but that has continuing vitality at the time of the request. Examples of this latter category include tax credits that provide for a number of years of tax benefits, and grant assistance that continues to benefit the project at the time of the assistance request.

The following information must be provided:

1. Enter the name and address, city, State, and zip code of the government agency making the assistance available.
2. State the type of other government assistance (e.g., loan, grant, loan insurance).
3. Enter the dollar amount of the other government assistance that is, or is expected to be, made available with respect to the project or activities for which the HUD assistance is sought (applicants) or has been provided (recipients).
4. Uses of funds. Each reportable use of funds must clearly identify the purpose to which they are to be put. Reasonable aggregations may be used, such as "total structure" to include a number of structural costs, such as roof, elevators, exterior masonry, etc.

B. Non-Government Assistance. Note that the applicant and recipient disclosure report must specify all expected sources and uses of funds - both from HUD **and any other source** - that have been or are to be, made available for the project or activity. Non-government sources of

funds typically include (but are not limited to) foundations and private contributors.

Part III. Interested Parties.

This Part is to be completed by both applicants and recipients filing update reports. Applicants must provide information on:

1. All developers, contractors, or consultants involved in the application for the assistance or in the planning, development, or implementation of the project or activity and
2. any other person who has a financial interest in the project or activity for which the assistance is sought that exceeds \$50,000 or 10 percent of the assistance (whichever is lower).

Note: A financial interest means any financial involvement in the project or activity, including (but not limited to) situations in which an individual or entity has an equity interest in the project or activity, shares in any profit on resale or any distribution of surplus cash or other assets of the project or activity, or receives compensation for any goods or services provided in connection with the project or activity. Residency of an individual in housing for which assistance is being sought is not, by itself, considered a covered financial interest.

The information required below must be provided.

1. Enter the full names and addresses. If the person is an entity, the listing must include the full name and address of the entity as well as the CEO. Please list all names alphabetically.
2. Entry of the Social Security Number (SSN) or Employee Identification Number (EIN), as appropriate, for each person listed is optional.
3. Enter the type of participation in the project or activity for each person listed: i.e., the person's specific role in the project (e.g., contractor, consultant, planner, investor).
4. Enter the financial interest in the project or activity for each person listed. The interest must be expressed both as a dollar amount and as a percentage of the amount of the HUD assistance involved.

Note that if any of the source/use information required by this report has been provided elsewhere in this application package, the applicant need

not repeat the information, but need only refer to the form and location to incorporate it into this report. (It is likely that some of the information required by this report has been provided on SF 424A, and on various budget forms accompanying the application.) If this report requires information beyond that provided elsewhere in the application package, the applicant must include in this report all the additional information required.

Recipients must submit an update report for any change in previously disclosed sources and uses of funds as provided in Section I.D.5., above.

Notes:

1. All citations are to 24 CFR Part 4, which was published in the Federal Register. [April 1, 1996, at 63 Fed. Reg. 14448.]
2. Assistance means any contract, grant, loan, cooperative agreement, or other form of assistance, including the insurance or guarantee of a loan or mortgage, that is provided with respect to a specific project or activity under a program administered by the Department. The term does not include contracts, such as procurements contracts, that are subject to the Fed. Acquisition Regulation (FAR) (48 CFR Chapter 1).
3. See 24 CFR §4.9 for detailed guidance on how the threshold is calculated.
4. "Other government assistance" is defined to include any loan, grant, guarantee, insurance, payment, rebate, subsidy, credit, tax benefit, or any other form of direct or indirect assistance from the Federal government (other than that requested from HUD in the application), a State, or a unit of general local government, or any agency or instrumentality thereof, that is, or is expected to be made, available with respect to the project or activities for which the assistance is sought.
5. For the purpose of this form and 24 CFR Part 4, "person" means an individual (including a consultant, lobbyist, or lawyer); corporation; company; association; authority; firm; partnership; society; State, unit of general local government, or other government entity, or agency thereof (including a public housing agency); Indian tribe; and any other organization or group of people.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an 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, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this 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. 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.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any 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 commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement 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 statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* APPLICANT'S ORGANIZATION <input style="width: 90%;" type="text" value="Mid-America Regional Council"/>	
* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
Prefix: <input style="width: 50px;" type="text" value="MR"/> <input style="width: 20px;" type="text"/>	* First Name: <input style="width: 150px;" type="text" value="David"/> Middle Name: <input style="width: 150px;" type="text"/>
* Last Name: <input style="width: 300px;" type="text" value="Warm"/>	Suffix: <input style="width: 50px;" type="text"/>
* Title: <input style="width: 250px;" type="text" value="Executive Director"/>	
* SIGNATURE: <input style="width: 300px;" type="text" value="Completed on submission to Grants.gov"/>	* DATE: <input style="width: 200px;" type="text" value="Completed on submission to Grants.gov"/>

DRAFT

PRO HOUSING CERTIFICATIONS FOR METROPOLITAN PLANNING ORGANIZATION (MPO) APPLICANTS AND NON-ENTITLEMENT LOCAL GOVERNMENT APPLICANTS

The applicant certifies that:

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

The Uniform Relocation and Real Property Acquisition Policies Act of 1970, as amended (URA) -- It will comply with the acquisition and relocation requirements of the URA (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24.

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 MPO – The submission of the PRO Housing application is authorized under State and local law (as applicable) and the MPO possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

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 75.

Build America, Buy America (BABA) – It will comply with Title IX, Subpart A of the Infrastructure Investment and Jobs Act of 2021 (41 U.S.C. 8301 et seq.).

Public Participation -- It is in full compliance with the PRO Housing streamlined public participation requirements found in Section VI.E of the PRO Housing NOFO.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with PRO Housing funds, it has developed its PRO Housing proposal 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 PRO Housing proposal may also include PRO Housing-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 PRO Housing Certification).
2. **Overall Benefit.** PRO Housing funds 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.
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with PRO Housing funds by assessing any amount against properties owned and occupied by persons of

DRAFT

low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if PRO Housing 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 PRO Housing 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 PRO Housing 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 PRO Housing funds if the jurisdiction certifies that it lacks PRO Housing funds to cover the assessment.

Excessive Force – Each member State or local government 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.
- 3.

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; and EPA's lead-based paint rules (e.g., Repair, Renovation and Painting; Pre-Renovation Education; and Lead Training and Certification (40 CFR part 745)).

Compliance with RFRA -- The grant will be conducted and administered in conformity with the requirements of the Religious Freedom Restoration Act (42 U.S.C. 2000bb) and 24 CFR 5.109, allowing the full and fair participation of faith-based entities.

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

Signature of Authorized Official

Date

Title

See attached addendum