

**Grantee: Hammond, IN**

**Grant: B-08-MN-18-0006**

**October 1, 2009 thru December 31, 2009 Performance Report**

**Grant Number:**

B-08-MN-18-0006

**Obligation Date:****Grantee Name:**

Hammond, IN

**Award Date:****Grant Amount:**

\$3,860,473.00

**Contract End Date:****Grant Status:**

Active

**Review by HUD:**

Reviewed and Approved

**QPR Contact:**

Dennis Radowski

**Disasters:****Declaration Number**

NSP

**Plan Description:**

After reviewing the data listed in Section A of this application, staff has determined that ALL areas of the City except census tract 040300- block group 5 as described on page 3 face a high risk of destabilization due to the foreclosure crisis. HUD has assigned a high risk score to 86 of the 87 census block groups in Hammond (scoring 9 or 10 out of a scale of 10).

**Recovery Needs:**

Neighborhood Stabilization Program (NSP) funds are needed to acquire and redevelop foreclosed properties that might otherwise become sources of abandonment and blight within their communities.

The City will use the NSP funds to acquire, demolish, rehabilitate or otherwise redevelop foreclosed, abandoned, and vacant properties in areas of greatest need. The City will also use NSP funds to provide financing to income eligible homebuyers to acquire redeveloped properties.

**Overall****This Report Period****To Date**

<b>Total Projected Budget from All Sources</b>	N/A	\$3,860,473.00
<b>Total CDBG Program Funds Budgeted</b>	N/A	\$3,860,473.00
<b>Program Funds Drawdown</b>	\$16,597.68	\$16,597.68
<b>Obligated CDBG DR Funds</b>	\$886,047.35	\$886,047.35
<b>Expended CDBG DR Funds</b>	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00

## Progress Toward Required Numeric Targets

Requirement	Required	To Date
Minimum Overall Benefit Percentage	99.99%	0.00%
Minimum Non-Federal Match	\$0.00	\$0.00
Limit on Public Services	\$579,070.95	\$0.00
Limit on Admin/Planning	\$386,047.30	\$0.00
Limit on State Admin	\$0.00	\$0.00

## Progress Toward Activity Type Targets

## Progress Toward National Objective Targets

### Overall Progress Narrative:

October 1, 2009 through December 31, 2009 Performance Report

PLEASE NOTE THAT OBLIGATIONS FOR \$500,000 WERE INADVERTENTLY ENTERED ON DRGR BY STAFF DURING 12/09. THE AMOUNT WAS ENTERED BASED ON PROPERTIES IN THE PROCESS OF BEING PURCHASED. HOWEVER NO CONTRACTS WERE AGREED ON OR SIGNED IN REGARD TO THE PROPERTIES. THE OBLIGATIONS FOR \$500,000 WERE REMOVED UPON THE NSP MANAGER'S AWARENESS THAT THIS HAD OCCURED. THE OBLIGATIONS WERE REMOVED AFTER THE END OF THE QUARTER ENDED 12/31/09 AND AFTER THE QPR WAS SUBMITTED.

Overall Progress Narrative:

During the period of 10/1/09 through 12/31/09, the City of Hammond has continued to proceed with the completion of the preliminary steps in setting the foundation for the implementation of its NSP Plan. In addition, staff has continued to attend training sessions to become better versed in seeking alternatives to enhance the aspects of property purchases. Staff has also initiated the submission of offers and bids for ten prospective properties. Staff had completed its due diligence for those properties, obtaining a Preliminary Inspection Report and Current Market Analysis on each property. A number of the properties also had the required appraisals completed. It should be noted that due to the nature of Hammond's existing housing stock, a number of properties could qualify for purchase by those eligible for either the 75% or 25% allocations.

a) Program Development - Weekly meetings continued to be held with staff and NSP Consultants LLC to review procedures, processes, as well as prospective NSP properties. Prospective properties continue to be identified through the monthly Lake County Sheriff's Sales Listings and continued communication with local lenders. Foreclosed properties are mapped on a monthly basis for the benefit of Hammond Mayor McDermott and his Housing Task Force. Staff members chair the Subcommittee on Marketing and Subcommittee on Increasing Home Ownership. The Task Force has a diverse membership group, consisting of community members, Planning and Development staff, City Code Enforcement and Building Inspection Department managers, realtors, bankers, as well as others.

b) Program Promotion and Marketing - To expand community outreach and marketing of NSP, an Event was held on 11/4/09. The event consisted of 2 sessions: a morning session intended for service providers such as lenders, realtors, title companies, and contractors; an evening session intended for prospective home buyers, as well as existing home owners, community groups, and faith-based organizations in Hammond. The event was free to those who attended, with the cost of the facility rental and refreshments paid for by a benefactor at no expense to the City of Hammond and without use of any federal funding. An estimated 175 individuals attended. Among the topics presented by the speakers were examples of successful NSP activities and projects by other NSP Grantees, foreclosure issues, foreclosure prevention, the WMBEE application and certification process for contractors, Lead Based Paint requirements and training for contractors, and other sources of funding for the purchase of foreclosed properties, &hellip

A major annual event, The Annual Realtors Breakfast, is being planned for April 2010. At this event all City of Hammond housing initiatives and programs will be sent to those real estate agents and brokers in attendance. Attendance at this event typically exceeds 200. Marketing materials will include and highlight information regarding the Neighborhood Stabilization Program.

Staff has agreed to meet with each group of prospective home buyers attending the HUD certified home buyers counseling classes. An estimated 35 attendees are at each 3 day session. The counseling sessions are conducted by staff of Consumer Credit Counseling of Northwest Indiana, Inc. and promoted by United Neighborhoods, Inc. a Hammond Certified CHDO.

In addition a NSP Community Awareness Event is being planned for the month of May 2010. The event will be comparable to that held on November 4, 2009, except it will be held at a local community center and will be targeted at community and faith-based groups, as well as other citizens of the community.

No event promoted and/or conducted on behalf of the City of Hammond for NSP will utilize NSP or other federal funding.

c) Property Identification &dash In excess of 100 prospective properties have been identified and inspected. A written pipeline of in excess of 550 foreclosed properties has been established to facilitate the availability of information of properties identified as prospective. In the pipeline, a property sold is removed from the imminent acquisition list and replaced with another viable prospective property. The pipeline is updated on a weekly basis at minimum.

c) Impediments to NSP Implementation - The issues with private sector real estate investors purchasing prospective properties continue to be a major issue. Typically the investors complete the initial requirements for purchase and remove the property from a listing. Unfortunately in many instances the property is then marketed for sale, and too often remains vacant without any improvements for 3 &dash 6 months. If the investor is unable to sell the property, it then returns to an active &ldquo;for sale&rdquo; listing.

Staff has sought to cure this issue with its participation in the National Community Stabilization Trust LLC 1st Look Program. The City has now preempted the private investors&rsquo; ability to purchase new foreclosures by banks and lenders in the program. The program is also allowing NSP Grantees the opportunity to review properties on its Bulk Sales List. The Term &ldquo;Bulk,&rdquo; in NCST parlance refers to foreclosed properties that are &ldquo;aged.&rdquo;

Staff is also committed to obtain certification for participation as a government entity for those foreclosed properties owned by HUD. The certification is expected to be obtained no later than March 15, 2010.

Relationships continue to be sought and maintained with local brokers/realtors to enhance the prospects of property acquisition, as well as NSP marketing. Broker/realtors also provide the availability of foreclosed properties through the Multiple Listing Service. This service is provided by email, with no fees, and results in the identification of an estimated 5 &dash 10 properties per week.

In addition, staff has been made aware by legal counsel of an Indiana State Statute which requires a governmental entity to obtain 2 appraisals supporting the value of a property to be purchased that has a sales price in excess of \$10,000. This conflicts with the HUD NSP requirement which does not require an appraisal for a property being purchased at \$25,000 or less.

d) Environmental Assessment Tier 1 &dash With the City of Hammond obtaining its EA Release, HUD Form 7015.16 on November 12, 2009, it is now allowed to contractually commit for the use of NSP funds.

d) Training - Staff continues to participate in various webinars related to NSP. Staff is also scheduled to meet with members of ICF International for 3 days beginning January 4, 2010. The intent of the meeting is for ICF International to interview Planning and Development NSP staff and assess the need for NSP Technical Assistance. The Department of Planning and Development also has recently hired on December 2, 2009 an NSP Assistant to assist in the establishing and maintenance of NSP files, maintaining the various reports for NSP, ordering and maintenance of appraisals, title reports, surveys and other NSP related documentation. The NSP Assistant has in excess of twenty years in banking experience and knowledge related to consumer and commercial loan processing, documentation, and banking regulatory requirements.

Although minimal NSP funds have been expended and obligated to date, it is anticipated that all funds will be obligated within the 75% and 25% allocations prior to May 15, 2010, with approximately 65% of NSP funds to be obligated by March 31, 2010.

\*\*\*PLEASE NOTE THAT OBLIGATIONS IN THE AMOUNT OF \$500,000 WERE INADVERTENTLY ENTERED ON DRGR BY STAFF DURING 12/09. THE AMOUNT WAS ENTERED BASED ON PROPERTIES IN THE PROCESS OF BEING PURCHASED. HOWEVER NO CONTRACTS WERE AGREED ON OR SIGNED IN REGARD TO THE PROPERTIES. THE OBLIGATIONS FOR \$500,000 WERE REMOVED UPON THE NSP MANAGER'S AWARENESS THAT THIS HAD OCCURED. THE OBLIGATIONS WERE REMOVED AFTER THE END OF THE QUARTER ENDED 12/31/09 AND AFTER THE QPR WAS SUBMITTED.

## Project Summary

Project #, Project Title	This Report Period	To Date	
	Program Funds Drawdown	Project Funds Budgeted	Program Funds Drawdown
9999, Restricted Balance	\$0.00	\$0.00	\$0.00
NSP-1, Financing Mechanisms for Purchase and Rehabilitation	\$0.00	\$300,000.00	\$0.00
NSP-2, ACQUISITION-REHABILITATION OF FORECLOSED	\$700.00	\$1,499,999.52	\$700.00
NSP-3, Land Banking	\$0.00	\$150,000.00	\$0.00
NSP-4, DEMOLITION OF BLIGHTED STRUCTURES	\$0.00	\$80,000.00	\$0.00
NSP-5, REDEVELOPMENT OF DEMOLISHED, VACANT	\$0.00	\$1,444,426.13	\$0.00
NSP-6, ADMINISTRATION OF THE NSP PROGRAM	\$15,897.68	\$386,047.35	\$15,897.68

## Activities

**Grantee Activity Number:** NSP - 1.1

**Activity Title:** FINANCING MECHANISMS

**Activity Category:**

Homeownership Assistance to low- and moderate-income

**Activity Status:**

Under Way

**Project Number:**

NSP-1

**Project Title:**

Financing Mechanisms for Purchase and Rehabilitation

**Projected Start Date:**

04/01/2009

**Projected End Date:**

03/31/2014

**National Objective:**

NSP Only - LMMI

**Responsible Organization:**

City of Hammond

**Overall**

**Oct 1 thru Dec 31, 2009**

**To Date**

<b>Total Projected Budget from All Sources</b>	N/A	\$300,000.00
<b>Total CDBG Program Funds Budgeted</b>	N/A	\$300,000.00
<b>Program Funds Drawdown</b>	\$0.00	\$0.00
<b>Obligated CDBG DR Funds</b>	\$0.00	\$0.00
<b>Expended CDBG DR Funds</b>	\$0.00	\$0.00
City of Hammond	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00

**Activity Description:**

Funds will be used to provide financial assistance to income eligible homebuyers to purchase redeveloped properties.

**Location Description:**

Properties will be located throughout the City in designated areas of greatest need.

**Activity Progress Narrative:**

To date no properties have been acquired, rehabbed, nor reconstructed, therefore no funds for this Activity have been expended or obligated for the benefit of eligible purchasers under NSP. Upon acquisition of properties, prospective purchasers will be evaluated for eligibility and offered home ownership assistance,

**Performance Measures**

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of housing units	0	0	0	0/0	0/0	0/30
# of Households benefitting	0	0	0	0/0	0/0	0/30

**Activity Locations**

No Activity Locations found.

**Other Funding Sources Budgeted - Detail**

No Other Match Funding Sources Found

## Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** NSP - 2.1

**Activity Title:** ACQUISITION-REHABILITATION

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Activity Status:**

Under Way

**Project Number:**

NSP-2

**Project Title:**

ACQUISITION-REHABILITATION OF FORECLOSED AND

**Projected Start Date:**

04/01/2009

**Projected End Date:**

03/31/2014

**National Objective:**

NSP Only - LMMI

**Responsible Organization:**

City of Hammond

### Overall

### Oct 1 thru Dec 31, 2009

### To Date

<b>Total Projected Budget from All Sources</b>	N/A	\$1,499,999.52
<b>Total CDBG Program Funds Budgeted</b>	N/A	\$1,499,999.52
<b>Program Funds Drawdown</b>	\$700.00	\$700.00
<b>Obligated CDBG DR Funds</b>	\$500,000.00	\$500,000.00
<b>Expended CDBG DR Funds</b>	\$0.00	\$0.00
City of Hammond	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00

### Activity Description:

The City will purchase and rehabilitate foreclosed homes and properties in target areas. Homes will be bought at a minimum discount of fifteen percent from the appraised value. Units will be sold to homebuyers whose household income is at or below 120% of the area median income.

### Location Description:

Foreclosures throughout the City. Specific addresses yet to be determined. Locations will be based on areas of greatest need.

### Activity Progress Narrative:

To date due diligence for prospective NSP properties continues. Although no properties have been purchased or contracted for, offers have been extended on several properties. Due to timing issues, the properties with offers by the City of Hammond have been sold to "Cash Buyers" who do not have requirements as does the City of Hammond as a NSP Grantee. Typically these Cash Sales are consummated without the benefit of appraisals, environmental assessments, and other items required by the City of Hammond as being part of its due diligence prior to an offer to purchase.

547 Properties foreclosed through Sheriff Sales since 2/09 have been identified as NSP Property Prospects. A NSP Pipeline Report is being maintained to chart the progress of those properties being identified. 65 Properties have progressed through several stages of the due diligence process, 36 of those properties have been listed as prospected properties for the 75% Allocation; 29 of the properties have been listed as prospected properties for the 25% Allocation. It is expected that that an estimated 10 properties for the 75% Allocation should be acquired prior to 5/15/10. The estimated acquisition costs are \$50,000 per property. Rehab costs will vary per property, with an anticipated range from \$35,000 to \$65,000.

## Performance Measures

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of Properties	0	0	0	0/0	0/0	0/30
# of housing units	0	0	0	0/0	0/0	0/30
# of Households benefitting	0	0	0	0/0	0/0	0/30

## Activity Locations

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

Other Funding Sources	Amount
No Other Funding Sources Found	
Total Other Funding Sources	

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**Grantee Activity Number:** NSP - 4.1  
**Activity Title:** Demolition

**Activity Category:**  
 Clearance and Demolition

**Activity Status:**  
 Under Way

**Project Number:**  
 NSP-4

**Project Title:**  
 DEMOLITION OF BLIGHTED STRUCTURES

**Projected Start Date:**  
 04/01/2009

**Projected End Date:**  
 03/31/2014

**National Objective:**  
 NSP Only - LMMI

**Responsible Organization:**  
 City of Hammond

Overall	Oct 1 thru Dec 31, 2009	To Date
Total Projected Budget from All Sources	N/A	\$80,000.00
Total CDBG Program Funds Budgeted	N/A	\$80,000.00
Program Funds Drawdown	\$0.00	\$0.00
Obligated CDBG DR Funds	\$0.00	\$0.00
Expended CDBG DR Funds	\$0.00	\$0.00
City of Hammond	\$0.00	\$0.00
Match Contributed	\$0.00	\$0.00
Program Income Received	\$0.00	\$0.00
Program Income Drawdown	\$0.00	\$0.00

**Activity Description:**

The City will demolish and clear structures that meet the definition of blighted included in this submission. This activity is not expected to benefit households below 50% of the area median income. After clearance, some properties may be redeveloped.

**Location Description:**

Blighted structures throughout the City. Specific addresses yet to be determined. Locations will be based on areas of greatest need.

**Activity Progress Narrative:**

Five Blighted, Vacant, and/or Foreclosed properties were identified and given consideration as prospective properties for Demolition and Reconstruction, It was the intent for the five reconstructed properties (all to be single family new construction projects) to be made available as Affordable Housing Projects to those households eligible under the 25% Allocation of funds. Due diligence by the NSP Manager indicated that the properties had frontage sizes at 38.5 feet or less, Current City ordinances require a minimum lot size with 50 feet of frontage. The NSP manager spoke with staff and representatives of the Zoning and Building Departments to determine if a zoning variance could be obtained. It was stated that a variance could be obtained with the proper written request which would include a Public Notice and Hearing. The NSP Manager will continue to communicate with Lender/Owners in an attempt to offer a contract for purchase "subject to" receipt and approval for such a variance.

**Performance Measures**

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of Properties	0	0	0	0/0	0/0	0/5
# of housing units	0	0	0	0/0	0/0	0/5

**Activity Locations**

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

### No Other Match Funding Sources Found

#### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** NSP - 5.1

**Activity Title:** Redevelopment

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Activity Status:**

Under Way

**Project Number:**

NSP-5

**Project Title:**

REDEVELOPMENT OF DEMOLISHED, VACANT

**Projected Start Date:**

04/01/2009

**Projected End Date:**

03/31/2014

**National Objective:**

NSP Only - LH - 25% Set-Aside

**Responsible Organization:**

City of Hammond

<b>Overall</b>	<b>Oct 1 thru Dec 31, 2009</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$965,118.37
<b>Total CDBG Program Funds Budgeted</b>	N/A	\$965,118.37
<b>Program Funds Drawdown</b>	\$0.00	\$0.00
<b>Obligated CDBG DR Funds</b>	\$0.00	\$0.00
<b>Expended CDBG DR Funds</b>	\$0.00	\$0.00
City of Hammond	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00

**Activity Description:**

The City will use funds to redevelop vacant properties into housing within target areas. At least \$965,118.37 will be used for the purchase and redevelopment of properties that will benefit households whose incomes do not exceed 50% of the area median income. In order for this activity to meet the statutory requirements that 25% (\$965,118.37) of NSP funds are to serve those at or below 50% of AMI, the city of Hammond will ensure the property that is redeveloped for these cases have been either foreclosed or abandoned. The City will secure deed restrictions to ensure that all units comply with the affordability periods of the HOME Program (24 CFR 92.252(e) for rental and 92.254(a)(4) for homebuyer). Homes will be bought at a minimum discount of fifteen percent from the appraised value.

**Location Description:**

Vacant properties throughout the City. Specific addresses yet to be determined.

**Activity Progress Narrative:**

To date due diligence for prospective NSP properties continues. Although no properties have been purchased or contracted for, offers have been extended on several properties. Due to timing issues, the properties with offers by the City of Hammond have been sold to "Cash Buyers" who do not have requirements as does the City of Hammond as a NSP Grantee. Typically these Cash Sales are consummated without the benefit of appraisals, environmental assessments, and other items required by the City of Hammond as being part of its due diligence prior to an offer to purchase.

547 Properties foreclosed through Sheriff Sales since 2/09 have been identified as NSP Property Prospects. A NSP Pipeline Report is being maintained to chart the progress of those properties being identified. 65 Properties have progressed through several stages of the due diligence process, 36 of those properties have been listed as prospected properties for the 75% Allocation; 29 of the properties have been listed as prospected properties for the 25% Allocation. It is expected that that an estimated 10 properties for the 25% Allocation should be acquired prior to 5/15/10. The estimated acquisition costs are \$50,000 per property. Rehab costs will vary per property, with an anticipated range from \$35,000 to \$65,000.

**Performance Measures**

	<b>This Report Period</b>			<b>Cumulative Actual Total / Expected</b>		
	<b>Low</b>	<b>Mod</b>	<b>Total</b>	<b>Low</b>	<b>Mod</b>	<b>Total</b>
<b># of housing units</b>	0	0	0	0/0	0/0	0/10

# of Households benefitting	0	0	0	0/10	0/0	0/10
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## Activity Locations

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

No Other Match Funding Sources Found

### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** NSP - 5.2

**Activity Title:** Redevelopment - LMMI

**Activity Category:**

Rehabilitation/reconstruction of residential structures

**Activity Status:**

Under Way

**Project Number:**

NSP-5

**Project Title:**

REDEVELOPMENT OF DEMOLISHED, VACANT

**Projected Start Date:**

04/01/2009

**Projected End Date:**

03/31/2013

**National Objective:**

NSP Only - LMMI

**Responsible Organization:**

City of Hammond

**Overall**

**Oct 1 thru Dec 31, 2009**

**To Date**

**Total Projected Budget from All Sources**

N/A

\$479,307.76

**Total CDBG Program Funds Budgeted**

N/A

\$479,307.76

**Program Funds Drawdown**

\$0.00

\$0.00

**Obligated CDBG DR Funds**

\$0.00

\$0.00

**Expended CDBG DR Funds**

\$0.00

\$0.00

City of Hammond

\$0.00

\$0.00

**Match Contributed**

\$0.00

\$0.00

**Program Income Received**

\$0.00

\$0.00

**Program Income Drawdown**

\$0.00

\$0.00

**Activity Description:**

Redevelop vacant properties into housing within target areas.

**Location Description:**

Areas of greatest need

**Activity Progress Narrative:**

Five Blighted, Vacant, and/or Foreclosed properties were identified and given consideration as prospective properties for Demolition and Reconstruction, It was the intent for the five reconstructed properties (all to be single family new construction projects) to be made available as Affordable Housing Projects to those households eligible under the 25% Allocation of funds. Due diligence by the NSP Manager indicated that the properties had frontage sizes at 38.5 feet or less, Current City ordinances require a minimum lot size with 50 feet of frontage. The NSP manager spoke with staff and representatives of the Zoning and Building Departments to determine if a zoning variance could be obtained. It was stated that a variance could be obtained with the proper written request which would include a Public Notice and Hearing. The NSP Manager will continue to communicate with Lender/Owners in an attempt to offer a contract for purchase "subject to" receipt and approval for such a variance.

**Performance Measures**

	This Report Period			Cumulative Actual Total / Expected		
	Low	Mod	Total	Low	Mod	Total
# of Properties	0	0	0	0/0	0/0	0/10
# of housing units	0	0	0	0/0	0/0	0/10
# of Households benefitting	0	0	0	0/10	0/0	0/10

**Activity Locations**

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

### No Other Match Funding Sources Found

#### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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**Grantee Activity Number:** NSP - 6.1

**Activity Title:** Administration

**Activity Category:**

Administration

**Project Number:**

NSP-6

**Projected Start Date:**

04/01/2009

**National Objective:**

N/A

**Activity Status:**

Under Way

**Project Title:**

ADMINISTRATION OF THE NSP PROGRAM

**Projected End Date:**

03/31/2014

**Responsible Organization:**

City of Hammond

<b>Overall</b>	<b>Oct 1 thru Dec 31, 2009</b>	<b>To Date</b>
<b>Total Projected Budget from All Sources</b>	N/A	\$386,047.35
<b>Total CDBG Program Funds Budgeted</b>	N/A	\$386,047.35
<b>Program Funds Drawdown</b>	\$15,897.68	\$15,897.68
<b>Obligated CDBG DR Funds</b>	\$386,047.35	\$386,047.35
<b>Expended CDBG DR Funds</b>	\$0.00	\$0.00
City of Hammond	\$0.00	\$0.00
<b>Match Contributed</b>	\$0.00	\$0.00
<b>Program Income Received</b>	\$0.00	\$0.00
<b>Program Income Drawdown</b>	\$0.00	\$0.00

**Activity Description:**

The City will pay for staff and other delivery costs to ensure the NSP program is run effectively and satisfies all federal requirements.

**Location Description:**

Not Applicable for Administration

**Activity Progress Narrative:**

The entire amount of funds available for Administration for Hammond's NSP has been obligated; to date \$15,898 has been expended. Yet to be expended for the period ending 12/31/09 are 11 months of Salary and Benefits expenses for the NSP Manager, and 1 month's salary for the NSP Assistant. These amounts will be stated as expended in QPR for the period ended 3/31/10.

The funds expended to date consist primarily of due diligence documentation for various prospective properties. Due diligence activities consist of Preliminary Inspection Written Reports with interior and exterior pictures and Current Market Analysis Reports. These reports are completed and presented by staff of NSP Consultants LLC, a contracted NSP consultant with the City of Hammond. The NSP Manager meets with staff of NSP Consultants on a weekly basis, at minimum. Meetings are conducted to review prospective properties, trends in the market place, review of reports, and the ongoing development of strategies for the acquisition, rehab, and marketing of properties.

**Performance Measures**

No Performance Measures found.

**Activity Locations**

No Activity Locations found.

## Other Funding Sources Budgeted - Detail

### No Other Match Funding Sources Found

#### Other Funding Sources

Amount

No Other Funding Sources Found

Total Other Funding Sources

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