

**U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE**

Legal Name:	Tri-County Regional Planning Commission, Lansing MI		
Report Period (from/to):7/1/14 to 12/31/14		Grant Number: MIRIP005611	
POC: Susan Pigg, Exec Director TCRPC		AOR: Steven Cerny, HUD	

I. ACCOMPLISHMENTS

a. Please describe your progress relative to the milestones scheduled during this reporting period.

The Mid-Michigan Program for Greater Sustainability was active and successful during the last 6 months of 2014. We have reached the end of our originally scheduled work program. So, we wrapped up and finalized most of our projects under this grant program. We completed and collected final project activity reports on Project 2 (Housing Study); Project 4 (Energy Audit), Project 5 (Urban-Rural Services Management); Project 6 (Middle Grand River Organization of Watersheds, Groundwater Protection Plan Audits, and Heritage Water Trail), Project 7 (Corridor Design, Sustainability Audit tools and training), Project 8 (Complete Streets, Safe Routes to Schools, Coordination and implementation of Smart Commute activities), and Project 9 (Communications Portal, Informational videos, Consortium events)

Please describe the percentage completion for each of the major task categories identified in your negotiated workplan.

- Project 1 90%
- Project 2 98%
- Project 3 80%
- Project 4 100%
- Project 5 95%
- Project 6 95%
- Project 7 85%
- Project 8 98%

b. Please describe your progress with contract and sub-award management, including any issues you are experiencing or anticipating:

We experienced delays in receiving final reports and billings from a number of sub-awardees, which we expect to be resolved by the end of the first quarter in 2015. We encountered an issue with reporting and completion of a mini-grant project due to a sub-recipient agency's restructuring and another's changes in leadership. But we are assured those issues will be resolved before the end of March 2015.

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

- c. Please provide an update with regards to the project's match/leverage commitments.

We note continued support and contributions of in-kind match to our programs and activities under this grant. However, we continued to have issues with collecting adequate reports of those contributions from some of our sub-awardee partners. However, at the same time, we noted considerable matching contributions and leverage from other area community organizations and businesses which were not originally budgeted in our program.

- d. Please identify newly developed or existing collaborations and the progress they experienced during the reporting period.

As a result of the Corridor Portfolio development and the Housing Plan development, we have established very generous partnerships with an area advertising firm King Media and a realty-development firm Forsberg Realty. Together they have contributed free advertising including television spots in prime time and electronic billboards promoting and advertising the regional housing plan and inviting involvement. The Campaign, called ICE- Ingham, Clinton, Eaton Housing –we've got a plan, get involved! has been very successful and was recognized nationally with an advertising award.

As a result of the Urban & Rural Services Management initiatives under Project 5, our region has been invited to participate in a national cohort of communities to share resources, learnings, and to develop implementation plans for urban services boundaries policies. The program, Urban Services Accelerator Program is facilitated by Portland State University and will facilitate action steps to implement our sustainability plans developed under the HUD grant program.

- e. Please describe progress with outreach, engagement, and decision-making activities targeting populations traditionally marginalized in the planning process (include costs spent on these activities):

f.

**Community Reinvestment Fund
Grantee Final Report Summary**

Round I - All Projects Completed

Round II - All Projects Completed

Round III - All Projects Completed

Round IV

Capital Area Community Services: *Parents as Leaders*

Traditionally Underserved/Marginalized Populations Engaged: 9 individuals fitting 29 populations

The Capital Area Community Services Parents as Leaders program engaged 9 low income parents in a series of leadership workshops. Attendance was lower than anticipated. The low attendance is believed to be due in part to high staff

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

turnover throughout the project. With the project leader changing multiple times throughout the project, it was difficult for staff to build off of their predecessor.

Eaton County United Way: *Eaton Good Food*

Traditionally Underserved/Marginalized Populations Engaged: 70 individuals fitting 96 populations

The Eaton Good Food Council held six focus groups designed to identify and prioritize food issues in Eaton County. Information from these focus groups was used to develop an Eaton Good Food Plan, which was accepted by the Eaton County Board of Commissioners and will be included in the Eaton County 5-Year Plan. The Plan is currently being printed for dispersal.

Greater Lansing Destination Development Foundation: *Destination Downtown East Lansing*

Traditionally Underserved/Marginalized Populations Engaged: 187 Small Business Owners

Greater Lansing Destination Development Foundation worked with 187 small business owners, engaging them in the streetscape planning for downtown East Lansing. The final Streetscapes, Spaces and Places: East Lansing Design Guidelines was adopted by the City of East Lansing Downtown Development Authority on August 28. This plan is posted online: <http://www.cityofeastlansing.com/Home/Departments/PlanningBuildingDevelopment/UrbanDesignGuidlines/>, and will be shared with downtown business owners. These guidelines will help to improve the aesthetics and pedestrian safety in downtown East Lansing.

Greater Lansing Food Bank: *Engaging Your Local Government to Start a Community Garden*

Traditionally Underserved/Marginalized Populations Engaged: 45 individuals fitting 84 populations

The Greater Lansing Food Bank successfully engaged 45 traditionally underserved and marginalized individuals in the planning of community gardens through a step-by-step education process that taught participants how to contact, communicate and work with local governments to legally start a community garden. The training sessions attracted a diverse group of people, including female heads of household, low and very-low income, LGBT individuals, minorities, seniors, college students and immigrants. A comprehensive Community Garden Guide has been created. The guide can be viewed at <http://greaterlansingfoodbank.org/wp-content/uploads/2013/10/GPGLFB-Starting-a-Community-Garden-Guide.pdf>. The document has been translated into Nepali for the Bhutanese community.

Michigan Environmental Council: *Mason Public Transit Planning*

Traditionally Underserved/Marginalized Populations Engaged: 79 Individuals
Mason Public Transit Planning successfully engaged 79 traditionally underserved and marginalized populations in the planning of public transportation service in Mason. Despite severe weather during the Forums, MEC was still able to engage 95 people (some were not traditionally underserved and/or marginalized). Five total forums were held. Representative Tom Cochran attended one forum and felt that his constituents would be interested in the project. Representative Cochran

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

invited the project to give a presentation at one of his regular district coffee hours and led to great input by community members.

A general consensus throughout the forums was that people felt that the public transportation system between Mason and Lansing needed to be improved and extended. Service Hours require seniors and persons with disabilities to sit around for hours before the bus comes around. This issue was also identified by another population not originally anticipated to participate, persons in the probation system. Due to restrictions on their travel/driving and requirements to attend legal proceedings, testing, etc. These individuals are often forced to rely on public transportation. The infrequent transit service currently offered cost these individuals hours of their time that could otherwise be spent working, finding a job, going to school or taking care of their families. The discussion, survey results and other input will be used to pursue expanded bus service to Mason with CATA.

REACH Studio Art Center: *Live Green Lansing Sculpture*

Traditionally Underserved/Marginalized Populations Engaged: 19 individuals fitting 59 populations

REACH Studio Art Center successfully engaged 19 students in the local planning process through the City of Lansing's Live Green Lansing Campaign. The REACH students designed a stegosaurus sculpture for the Live Green Lansing Campaign. Through the entire planning process, REACH Students worked with and presented to the Lansing Board of Water and Light and the City of Lansing. The stegosaurus, created from recyclable materials collected by the students at a CART facility also includes the history of light and is illuminated by LED strands. The Stegosaurus sculpture has been completed and was unveiled on July 16, 2014 at the BWL REO Town Depot. A mini-documentary about the sculpture and the project was created by REACH and presented at the unveiling, it is viewable online at <https://vimeo.com/101659114>.

Refugee Development Center: *Newcomer C.L.A.S.S.*

Traditionally Underserved/Marginalized Populations Engaged: 174 students fitting 204 populations

The Newcomer C.L.A.S.S. program offered programming for a traditionally underserved group of middle-school students whose low-income refugee families, fleeing home from areas around the world wracked by war, chaos and poverty, found shelter in the Lansing area. Refugee Development Center offered weekly workshops with students to engage them in critically thinking about this issue and identifying solutions to create a more peaceful community. Students ultimately designed a solution and presented the recommendation to the Lansing School District Administration.

Through the Newcomer C.L.A.S.S., these students learned important life skills that will enable them to be more successful in school and their careers. These students have learned to work together to improve their lives and that their voice is important and people will listen.

Retired Senior Volunteer Program: *Elmhurst Task Force*

Traditionally Underserved/Marginalized Populations Engaged: 17 Individuals

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

The Task Force, comprised of traditionally underserved and/or marginalized populations has successfully completed their report on the future of the Elmhurst school and presented to the Colonial Village Neighborhood Association. The report includes information collected from a mail survey sent to residents of the Colonial Village Neighborhood. The survey asked RSVP received 43 responses, unfortunately due to a recording error, it is not possible to identify if any of the 43 responses were from people considered to be traditionally underserved and marginalized . A presentation to the Lansing School Board is being planned however a date has yet to be determined. The task force was able to identify a community vision for the school. The task force was able to meet with the School Board Superintendent and share their vision for the school, a community learning center for everyone. They found out the school board shares a similar vision for the property.

Round V

Eaton County United Way: *Government in Action*

Traditionally Underserved/Marginalized Populations Engaged: 10 individuals fitting 35 populations

Relevant Academy in Partnership with Eaton County United Way engaged high school students in the governmental planning process through a series of meetings with elected officials, field trips and researching bills such as anti-cyber bullying and others that relate to the children. 58% of the targeted student population is on free/reduced lunch and 33% are homeless. Students met with Representative Theresa Abed to learn about the legislative process and the bills she is currently sponsoring. Materials were uploaded to iTunes U for students to access at any time. On August 21st, five students participated in a field trip to the Capitol. Using what they learned on the trip as a guide, the students created a "virtual" field trip based on their experiences to share with their classmates. Students researched bills that they felt strongly about and wrote letters to their representatives and even attended a House of Representatives session.

Arts Council of Greater Lansing: *Artist Live/Work Space*

Traditionally Underserved/Marginalized Populations Engaged: 54 Small Business Owners

The Arts Council of Greater Lansing worked together with 54 visual artists (small business owners) to develop a working document that identifies government processes and elicits ideas for the creative vision needed to develop a shared arts and cultural live/work space. Arts Council staff have facilitated discussions with a number of individual artists. These individuals and other interested parties met three times to share ideas and learn from statewide and national models. Municipal and community leaders participated in the meetings. A report detailing the three meetings was published and distributed to members, and those who attended the sessions.

Eaton County United Way: *Engaging Youth in Problem Solving the Transportation Needs of Delta Township Residents*

Traditionally Underserved/Marginalized Populations Engaged: 5 Students

Eaton County United Way & Delta Charter Township engaged 5 high school students and their families in discussions of public transportation. Initial planning

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

meetings with the Delta Township Government Youth Council (GYC) have been completed and GYC students are in the process of surveying their peers at Grand Ledge High School and Waverly High School regarding their knowledge, comments and concerns on public transportation access in Delta Township. The survey is still open however it is clear that young people do not know what services EATRAN provides to them and the initial impression of EATRAN among students is that they only provide transportation to "old people". Unfortunately due to employee turnover at the township, this project was forced to be completed early before the surveys could fully be analyzed. Delta Township has returned remaining funds from the project. The project was brief but in a way successful. CATA and Delta Township announced a new expanded services agreement that will increase public transportation options and availability in the township.

Michigan United Conservation Clubs: *Citizen Stewards & Michigan on the Ground*

Traditionally Underserved/Marginalized Populations Engaged: 24 individuals fitting 25 populations

MUCC's Citizen Stewards & Michigan on the Ground project engaged students, veterans, low income families minorities and the elderly in local natural resource projects and planning in the Tri-County Region. Participants worked with MUCC and the Michigan DNR on three natural resource projects where they learned the importance of protecting Michigan's natural resources and how they can become involved in the process.

Lansing Neighborhood Council: *Time for Waverly Hills Planning*

Time for Waverly Hills Planning sought to engage Students (K-12) and Female heads of Households in a series of community planning events around the old Waverly Hills Golf Course. Unfortunately, unforeseeable issues significantly delayed the project, causing Mid-Michigan Time Bank to cancel the project and return unused funds. Even though the project was not able to be a complete success, Time bank staff was able to create a community survey and hold a successful public meeting in July at Gier Community Center and 12 participants attended the Lansing City Council Meeting that discussed the Waverly Hills property.

Eaglevision Ministries, Inc: *Dream'scape*

Traditionally Underserved/Marginalized Populations Engaged: 12 individuals fitting 53 populations

Eaglevision Ministries successfully engaged 12 low-income and at-risk minority youth in researched sex trafficking in the Lansing Region and presented their findings and recommendations for change in current policies to the Police Commissioners Board. The interest in this project from the youth was surprising and it turned out many youth have had some degree of connection to the sex trafficking in the region. Even more surprising to Eaglevision staff and youth was the interest and welcoming reception of Police Commissioners Board. Following the presentation, it was clear that the youth felt empowered and knew they had made a difference in the community.

South Side Community Coalition: *Youth Environmental Engagement*

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

Traditionally Underserved/Marginalized Populations Engaged: 103 individuals fitting 121 populations

South Side Community Coalition engaged students and their parents in environmental planning through identifying environmental issues such as recycling and through educational projects and field trips teach them how to become involved and active in the planning process for these issues. South Side Community Coalition was able to send three students to the Michigan Recycling Conference on May 1, 2014, took a group of students to tour the CART facilities and met with Lori Welch, Environmental Specialist of the City of Lansing to learn about Recycling planning and policy. SSCC students received a tour of the MSU Recycling Center where they learned about the recycling process and was introduced to composting. Students interest in composting after this tour led to South Side Community Coalition to start composting at their site. Students and staff also attended the unveiling of the REACH Live Green Lansing Sculpture, another Community Reinvestment Fund Project.

Lansing's Westside Commercial Association: *Building a Better Butler Corridor: Neighborhood Plan & Toolkit*

Traditionally Underserved/Marginalized Populations Engaged: 85 individuals fitting 140 populations

Lansing's Westside Commercial Association, now known as the Saginaw Oakland Commercial Association (SOCA) engaged individuals from 11 of the 14 identified populations, making it one of our most diverse projects when it comes to populations engaged. SOCA engaged these populations directly in the planning for the future of the Butler Corridor through a number of community events and visioning sessions.

The "Walk, Chalk + Talk" event was hugely successful and drew representatives from each of the targeted traditionally underserved and marginalized populations. Participants shared their hopes and dreams for the Butler Corridor during the walk and were encouraged to write/draw on the ground what they would like to see in the future. All opinions and other information recorded were used in the creative future renderings. Residents were asked to share their opinions and additional input on the renderings. The final Building Butler Boulevard event was held on September 21st. The six visual renderings, viewable on the MMPS Mindmixer page were shown to the 20 attendees. Attendees were allowed to vote using stickers on which renderings they felt were best for the area. Attendees also gave their opinions on the proposed improvements, more street trees and lighting was a common request at this meeting. A final report of the entire process including the renderings is completed and available to the public, government officials, and other stakeholders.

Round VI

The Fenner Conservancy: *Youth Leadership Program--Natural Resources Commission Extension Project*

Traditionally Underserved/Marginalized Populations Engaged: 16 individuals fitting 28 populations

Fenner engaged low socioeconomic youth in the greater Lansing area in a

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

comprehensive "LORAX" program designed to supply participants with both the knowledge and tools needed to actually produce change, through educating the youth on sustainability and natural resource issues while simultaneously teaching them how to navigate and participate in the legislative process. The youth leadership program (YLP) has completed a series of training sessions focused on the different roles of the Michigan Judicial, Executive, and Legislative branches. The youth leadership program presented to the Michigan Department of Natural Resources Natural Resources Commission on September 11, 2014. One youth representative introduced the YLP, explained their MMPGS Community Reinvestment Fund project, and expressed the importance of including youth in the planning process. The youth members were welcomed by the commission and invited to apply to the NRC youth program. YLP youth have not heard back regarding the status of their applications to the NRC youth program as of the completion of the project.

South Side Community Coalition: *Youth Environmental Engagement Expansion*

Traditionally Underserved/Marginalized Populations Engaged: 104 individuals fitting 121 populations

An expansion of their Round V Grant, South Side Community Coalition engaged students and their parents in environmental planning through identifying environmental issues such as recycling and through educational projects and field trips teach them how to become involved and active in the planning process for these issues. South Side Community Coalition was able to send three students to the Michigan Recycling Conference on May 1, 2014, took a group of students to tour the CART facilities and met with Lori Welch, Environmental Specialist of the City of Lansing to learn about Recycling planning and policy. SSCC students received a tour of the MSU Recycling Center where they learned about the recycling process and was introduced to composting. Students interest in composting after this tour led to South Side Community Coalition to start composting at their site. Students and staff also attended the unveiling of the REACH Live Green Lansing Sculpture, another Community Reinvestment Fund Project.

South Lansing CDA: *Downtown Supermarket*

Traditionally Underserved/Marginalized Populations Engaged: 335 individuals fitting 729 populations

South Lansing Community Development Association originally planned to engaged Lansing residents in a strategic planning process to open a supermarket in downtown Lansing. SLCDCA has had success in this type of project, having previously completed a strategic planning process that led to the opening of a supermarket in Colonial Village. Early in the project, the ideal location for the supermarket was sold, causing SLCDCA to change the proposed location to REO town which led to a significant increase in participation as they continued to engage the original stakeholders. SLCDCA created and dispersed a consumer survey related to supermarket shopping habits and preferences. Surveys responses and results from a series of community meetings were organized into a report. LEAP has agreed to let SLCDCA share the survey data with people who respond the the RFP for the Deluxe Inn REO Town property.

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

Michigan Association of Public School Academies: *Parent Outreach & Engagement*

Traditionally Underserved/Marginalized Populations Engaged: 19 individuals fitting 34 populations

MAPSA worked with low-income and minority parents to help educate them on the education system and the governmental process. Staff created a comprehensive guide to the boards and bodies that oversee schools and education. This important resource helped direct parents to engage in the correct boards and bodies that directly affect their child's education. Two Parental Empowerment Showcases were held, a total of 27 parents attended the session (some did not fall into a targeted population).

Although they were not able to reach their attendance goal. The feedback from participants was extremely positive. A mother of second grade twins attendended the first showcase. She explained that one of her children is excelling and one is not, but was passed because the school did not want to separate the children. She was worried about her daughter's education and falling behind even farther. MAPSA worked with the mother to identify the boards and bodies she can reach out to and even informed her on a number of bills that would ensure that students falling behind would be given the resources and time necessary to ensure they were performing at a level appropriate for their grade.

Northwest Initiative: *Food Systems Workgroup, Neighborhood Food Access and Equity Workgroup*

Traditionally Underserved/Marginalized Populations Engaged: 123 individuals fitting 228 populations

Northwest Initiative engaged traditionally underserved and/or marginalized populations living in food desert neighborhoods to identify food related issues in their communities and will help participants to develop the necessary skills and knowledge to engage with City Council and other boards to address these food issues. Outreach surveys were created and dispersed through the Baker Donora and Fabulous Acres and Northwest Neighborhoods. Northwest Initiative opted to schedule meetings in each neighborhood separately since each neighborhood identified different issues. Each neighborhood identified short and long term goals, such as more community gardens and acquiring a food delivery truck and have a timeline and plan in place to work with the proper boards bodies and commissions necessary to accomplish these goals.

Northwest Initiative is continuing to plan a forum with neighborhood activists, city council members and planning and development officials from the City of Lansing and LEAP about organizing and bringing grocers to the neighborhoods.

Peckham, Inc.: *Expanding Accessible Opportunities for All*

Traditionally Underserved/Marginalized Populations Engaged: 43 individuals fitting 110 populations

Peckham, Inc. provides work experience for persons of all abilities. The Work Force Actoin Team identified an accessibility issue at the Potter Park Zoo and created a plan to install and accessible grilling and picnic area with a concrete pad. The team members were actively engaged in the entire process, taking the plan through the Potter Park Zoo Board, the City of Lansing Parks Board and the

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

Accessibility Advisory Council of the Michigan DNR to obtain approvals. Peckham members have created a powerpoint presentation and presented to the Lansing City Council (June 4), Potter Park Zoo (June 11) and the Accessibility Advisory Committee (ACC) with the Department of Natural Resources (June 24). On September 19th, a large group of Peckham Work Force Action Team Members, disabled citizens, veterans and other citizens attended the Dedication and Ribbon Cutting Ceremony at Potter Park Zoo. These accessible picnic areas greatly address a need that was overlooked by most people. Having the Work Force Action Team, a majority of whom are disabled identify the issue and then work through the process to fix it has been a rewarding experience for them. One disabled member who spoke at the ceremony stated that now she can enjoy picnics with her family, something that was not possible in the past due to the location and design of other picnic areas in the Zoo.

Michigan Recycling Coalition: *Lansing Regional Recycling Study - How to Move Things Forward*

Traditionally Underserved/Marginalized Populations Engaged: 57 Individuals

The Regional Recycling Coordinators Committee, in partnership with the Michigan Recycling Coalition, worked with at-risk students at the South Side Community Coalition (a two-time CRF Grantee) and college students from MSU and UofM to develop a survey and feasibility study around regional recycling. Michigan Recycling Coalition in partnership with Eaton County Resource Recovery successfully received additional CGAP funding near the end of the project period to continue and expand the study. MRC will continue to work with South Side Community Coalition and their students throughout the study.

Michigan Disability Rights Coalition/www.do1thing.us Collaboration: *Leadership Disaster Resiliency and Prevention for People with Disabilities Project*

Traditionally Underserved/Marginalized Populations Engaged: 123 individuals fitting 454 populations

The Michigan Disability Rights Coalition, in partnerships with Do1Thing engaged seniors and people with disabilities in regional disaster planning. Participants worked with public safety and emergency managers to identify barriers in current emergency planning and made recommendations on how to remove them. Six focus groups were completed in August and September. The task force used these focus groups to identify issues in emergency management and create the recommendations.

The following is a summary of accomplishments to date for the Sustainability Audit Tool and training portion of the Design Portfolio- a key outreach initiative. Sustainable Communities Leadership Academy Certificate Program

On June 7th and 8th, 2012, Michigan State University hosted a Sustainable Communities Leadership Academy as part of the Mid-Michigan Program for Greater Sustainability (MMPGS). The program provided a two-day training session for local appointed and elected officials along with a Sustainable Communities Certificate of Completion awarded by MSU. The course provided a baseline curriculum for local officials to undertake sustainable community practices as part of the MMPGS

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

initiative. The curriculum consisted of eight core sessions that provided a systems perspective to community sustainability. The core sessions were are follows:

1. Introduction to Community Sustainability
2. Energy
3. New Economy
4. Natural Resources
5. Local Food
6. Built Environment
7. Mobility
8. Community Capacity

Additionally, there were two special sessions along with a panel discussion covering:

1. Climate Change
2. LEED for Neighborhood Development
3. Successes in Sustainability Planning (Panel Discussion)

Development of Sustainability Audit Tool

An audit tool was developed to assist communities in assessing their sustainability practices in a variety of categories: Livability, Governance, Environment, Community, and Economy. The audit tool lists sustainability principles with over 100 indicators and metrics. These indicators and metrics were developed after a thorough research process reviewing existing sustainability tools and documents. Resources were analyzed from various sources such as the United States Green Building Council (USGBC), American Planning Association (APA), U.S. Department of Housing and Urban Development (HUD), U.S. Environmental Protection Agency (EPA), U.S. Department of Transportation (DOT), International Council for Local Environmental Initiatives (ICLEI), Michigan State University Land Policy Institute and School of Planning, Design, & Construction; among others. The tool is a synthesis and adaptation of the best practices from these sources. In addition, officials from Clinton, Eaton and Ingham Counties were interviewed to identify key issues and opportunities to assess sustainability in development of the tool.

Williamstown Township Sustainability Audit and Report

In September 2013, an audit of sustainability principles was conducted in Williamstown Township, Michigan. Utilizing the audit tool, the MSU Project Team analyzed Williamstown Township's Master Plan (draft), local zoning ordinance, as well as other community/regional plans (e.g. Tri-County Comprehensive Economic Development Strategy, Grand River Management Plan). The team also consulted with the Township Zoning Administrator, Supervisor, and the Planning Consultant prior to holding a final presentation and training to joint meeting of elected

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

township officials and planning commissioners, held on September 17, 2013. A final report with a summary of the audit and recommendations was delivered to the Township in December, 2013.

Webberville Sustainability Audit and Report

In November 2013, an audit of sustainability principles was conducted in Webberville, Michigan. Utilizing the audit tool, the MSU Project Team analyzed Webberville's community Master Plan (draft), local zoning ordinance, as well as other community/regional plans (e.g. Community Development Plan, Economic Development Plan, and DDA Plan). The team also consulted with the Village Planning Consultant and village staff prior to holding a final presentation the Village council and the Downtown Development Authority, held on November 18th, 2013. A final report was delivered in December, 2013.

Final Steps

An audit of Meridian Township and the City of Lansing planning and zoning documents was done and we are using a revised audit tool based on feedback from the first 2 community audits. The audit and reports are scheduled to be completed by February, 2015. In addition, an online version of the sustainable communities audit tool was developed that includes resource materials from the design portfolio guidebook. Finally, online training and access to online training materials took place in late October and in November, 2014.

II. CHALLENGES AND EFFORTS TO OVERCOME THEM:

- The following tasks are not yet completed.
1. Aggregation, final documentation, and implementation of formal community adoptions of the regional housing study and fair and affordable housing plan. This includes establishing implementation steps with key housing services stakeholders throughout our region, establishing a schedule for continued meetings of a regional Housing Task Force regional forum to address and implement regional housing issues going forward.
 2. Outreach and implementation of the Michigan Avenue-Grand River Avenue Corridor Vision and adoption of tools and practices developed in a Corridor Design Portfolio.
 3. Integration of Corridor Plan outcomes and recommendations, particularly related to Bus Rapid Transit services, into the Metropolitan Long Range Transportation Plan which is being prepared for submission to FHWA/FTA.
 4. Hold a capstone Consortium gathering event to highlight the many program accomplishments, discuss recommendations and plans issued by the project task groups, and identify implementation steps with stakeholders.
 5. Present the final sustainability plans, tools, and recommendations to the board of

**U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE**

directors of the Tri-county Regional Planning Commission, elected and appointed officials representing municipalities and agencies across the three county Lansing Michigan region.

III. ANALYSIS OF WORK TO DATE

- a. **What lessons are you learning as you move forward that will strengthen this process?** *What assumptions about planning for sustainability are being confirmed and which are being challenged as you move forward? Can you apply these lessons into your work in real time?*
We would develop a reliable and easy to use reporting mechanism for match contributions from our many, many community contributors. We would learn how to embed performance measures into the planning process at the beginning of that process and begin tracking performance as we planned.
- b. **Are you staying on target for the overall goal of the initiative?** *To what extent are the overall program outcomes and workplan deliverables a helpful reference point?*
Yes. The overall work program is and has been our guide to activities and initiatives, serving as a touchstone for future efforts.
- c. **What evidence do you have that this plan will translate to concrete impact and actual implementation in the months and years to come?** *Has the quality of the implementation taken on a different character because of the approach that you have taken in the planning process (e.g., emphasis on engagement and equity)?*
We are seeing evidence immediately in some projects. There has been notable re-investment already into our major corridor with new housing in construction and an innovative redevelopment of the Frandor Area in the plan/permit process already. There has been a dramatic increase in the use and understanding of a Charrettes process for planning. The business and development communities have become active in supporting and funding sustainability activities and promoting them. The Regional Chamber of Commerce has adopted the Corridor redevelopment as a core theme to promote our region for business attraction and expansion. One county is considering formal adoption of a Health in All policy resulting from our Health Impact Assessment activities.

IV. NEED TO AMEND THE COOPERATIVE AGREEMENT:

	Yes/No	Explanation/Reason for Deviation
Scope	No	
Schedule	Yes	We requested a no-cost extension until May 2015

U.S. Department of Housing and Urban Development
SUSTAINABLE COMMUNITIES INITIATIVE PROGRESS REPORT TEMPLATE

		particularly to complete the delayed portions of Projects 1, 3, and 7.
Budget	No	
Key Staff or AOR	No	

V. Need for Technical Assistance

We greatly appreciate the technical assistance and the advice and suggestions provided by our Grant Technical Rep Steve Cerny and of Michigan's HUD Sustainability officer Anthony Martin. Their monthly phone visits, emailed resources, and their visits and participation in our Mid-Michigan Program for Greater Sustainability have been a very important factor in our success with this program.

We continue to try and identify and seek funding and support to continue and implement the initiatives we have started under this grant funded program and appreciate any suggestions from HUD and its technical support partners on how we can do this better.

Public reporting burden for this collection of information is estimated to average 1.5 hours. This includes the time for collecting, reviewing, and responding to questions. The information is being collected for mandatory semi-annual reporting and will be used for tracking implementation of HUD-approved work plans. Response to this request for information is required in order to receive the benefits to be derived. This agency may not collect this information, and you are not required to complete this form unless it displays a currently valid OMB control number. No confidentiality is assured.