

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

<b>Legal Name:</b>	Tri-County Regional Planning Commission, Lansing MI		
<b>Report Period</b> (from/to):8/31/13 to 12/31/13		<b>Grant Number:</b> MIRIP005611	
<b>POC: Susan Pigg,</b> Exec Director TCRPC		<b>AOR: Steven Cerny,</b> HUD	

**I. ACCOMPLISHMENTS**

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

**Tri-County Regional Planning Commission HUD Grant #MIRIP005611  
A semi-annual summary of work activities  
Prepared by S. Pigg and Submitted with as part of Semi-Annual report 1/31/14**

**The Mid Michigan Program for Greater Sustainability** has made significant progress in meeting the grant project goals during this 6 month reporting period. I am pleased to highlight some of our largest accomplishments during this report period including the extremely successful second Corridor Design Charrettes in October 2013 with hundreds of residents, business owners, officials, and technical experts. We issued two more rounds of Community Reinvestment Fund mini-grants for projects that draw traditionally underserved populations into Planning processes in our region. We implemented a training curriculum for multi-jurisdictional Parks planning; completed a video describing our region's green infrastructure efforts; conducted public discussions on housing needs; and unveiled a regionally developed and supported brand for water protection *PollutionIsn'tPretty.org*.

**Projects 1 & 2: Affordable Housing Study and Plan**

The Affordable Housing Study final draft developed by Dr. Kim of Michigan State University School of Construction, Planning, and Design was distributed and shared with a region wide taskforce of housing agencies; revised and expanded, and was provided for review and comment to the general public, municipalities, and all interested agencies and organizations. The Housing study data for our Corridor Study area was used in Charrettes Planning activities in October. The data also served as the base for regional fair and affordable housing plan development meetings held this period. A promotional campaign to draw in wide participation in the Regional Housing Plan was developed. The FHEA report is in development now by staff of our sub-recipient partner, Greater Lansing Housing Coalition.

**Project 3: Community Reinvestment Fund**

The Community Reinvestment fund Task Force invited applications for two more rounds of mini-grants and 16 more local neighborhood, grass roots, and non-profit organizations received up to \$5000 each to implement projects within the next year. Awards were presented in two ceremonies at the public meeting of the Tri-County Regional Planning Commissioners. Round 1 and 2 grantees completed their projects

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and our sub-recipient partner, Mid-Michigan Environmental Action Committee (Mid-MEAC) has drafted summary reports on those project successes. The reports and some short video summaries of the projects are available at [www.midmichigansustainability.org](http://www.midmichigansustainability.org).

**Project 4: Energy Study**

Aerial photography and elevations data (LiDAR) were processed to create a Geographic Information Systems (GIS) layer of building footprints for the Michigan Avenue- Grand River Avenue study area. The data with maps and photos was used during the Charrettes planning events and technical discussion sessions brought together members of the Energy Study Task force with other concerned citizens and planners in Lansing, Lansing township, City of East Lansing, and Meridian Township to specifically discuss design characteristics related to energy use in the study area.

Student workers began conducting energy audits of different structures on the corridor.

**Project 5: Regional Urban Services Management Area**

The Urban Services Management Committee met monthly during this period to identify and discuss specific boundaries for urban services throughout the region's urban-edge municipalities. They have solicited new members to broaden their scope and participated in a Health Impact Assessment of their policy recommendations.

**Project 6: Greening Mid-Michigan**

The production of a professional level video which describes the region's green infrastructure was filmed and edited. It will be released and aired on Public Broadcasting Stations throughout Michigan in the first quarter of 2014.

Meridian Township updated a website with lists of green projects places and organizations ([mygreenstar.org](http://mygreenstar.org)) and has initiated establishment of a regional recycling coalition for potential creation of a central, cooperative recycling storage and shipping facility to improve the region's access to recycling goods markets.

Training of municipal parks and recreation staff was held in September following a curriculum for Intergovernmental Parks and Recreation Planning training sessions developed under this program.

**The Middle of the Grand River Organization of Watersheds (MDGROW)**

produced quarterly newsletters on water use and protection issues; began efforts to establish a heritage Water Trail on the Grand River through this region; and developed and unveiled a public education campaign to protect our region's water resources. [www.Pollutionisntpretty.org](http://www.Pollutionisntpretty.org) is eye-catching and invites all residents to recognize their impact on our waters and to take small positive steps to improve and protect those resources. It was developed and supported by the range of organizations in the MGROW including municipalities, the Groundwater Management Board, the Greater Lansing Regional Committee for Stormwater, the Friends of the Red Cedar River, the Lansing Oar and Paddlers Club, etcetera.

**Project 7: Sustainable Corridor Design Portfolio**

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Our region held a huge and very successful Charrette Event October 22-30, 2013 to to expand on the grand, regional vision for our region's "main street" by focusing in more detail on three regionally selected areas; around Sparrow Hospital, around the Frandor Shopping Plaza and former Red Cedar Golf Course; and around the Meridian Mall. The events drew together as many as a thousand participants in two opening general sessions and a large general report out session, two open house events; a series of more than 25 technical design and focus group sessions, and open access to a temporary design studio established in downtown East Lansing on the corridor. Contractors from the National Charrettes Institute and Dover, Kohl, and Associates Architects provided extensive technical assistance and facilitated many sessions along with our staff, partners, and sub-recipient Michigan State University's Land Policy Institute. Economist Dr. Dena Belzer (Stanford University, CA) delivered an analysis and report on the corridor's economic development potentials with a focus on Transit Oriented Development options. With help of a grant from Michigan State Housing Development Authority (MSHDA) we were able to host and include more than 600 people in this effort. Also, MSHDA supported a complementary study/analysis of the "missing middle" in housing resources on the corridor which was used during the meetings.

**Project 7: Student practicum-**Michigan State University Planning and Design school students worked with the residents and elected officials in the village of Webberville to develop and present 6 different downtown redevelopment proposals that outlined redevelopment potential projects to improve the community and its economic viability. Posters with drawings, themes and descriptions were well received by the Village Council at public meetings in December.

**Project 7: Community Workshops and Audit tool-** No activity this period.

**Project 8: Complete Streets**

The Michigan Fitness Foundation held Regional Transportation Forums in August and September, convened participation in the Charrettes Corridor planning, and implemented a Bicycle Friendly Business District in west Lansing with a number of retail businesses participating and the support of the Westside Business Association to support and promote this program to their members.

**Project 9 (Online Communications Portal):** [www.midmichigansustainability.org](http://www.midmichigansustainability.org)

The 'portal' website is now fully loaded and functional. It includes summaries of project purposes and their progress. It offers acces to Mindmixer to participate in regional discussion about sustainability issues and ideas. It now has a number of informative short videos (podcasts) on local sustainability topics; and the site has a running list of area activities, meetings, and events of interest to our sustainability consortium members and clients.

Health Impact Assessment practices have been developed and refined and pilot tested on the Urban Services Management Committee and the Housing Plan Development task forces. The Portal work group of TCRPC staff, Health Departments staff, Michigan State University project partners and Michigan Energy Options (MEO) met with each other and technical resources in the region.

Efforts by the Ingham County Health Department have now been supported by a

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grant from the Robert Wood Johnson Foundation which has leveraged the small amount of HUD funding we had allocated in this project.

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

**Project Task Completion Schedule:**

<b>Mid-Michigan Program for Greater Sustainability Project</b>	<b>% Complete as of 8/31/13</b>	<b>Aggregated Work Schedule</b>
1 Develop a 5 year Comprehensive Fair and Affordable Housing Plan	30%	On time
2 Conduct a Regional Fair and Affordable Housing Study	95%	On time
3 Community Reinvestment Fund	65%	Slightly behind schedule
4 Energy Audits of Built Structures on the Demonstration Corridor	45%	On time
5 Build Capacity for a Regional Urban Services Management Area	70%	On time
6 Greening of Mid- Michigan elements Groundwater Protection Audits Establish regional watershed group Develop regional trails and green infrastructure capacities	70%	Slightly ahead of schedule
7 Demonstration Corridor Design Portfolio	75%	On Time
8 Complete Streets Policy and Program developments	65%	Slightly behind schedule
9 Development of a Communications Portal for regional sustainability	90%	On time
<b>OVERALL MMPGS Progress</b>	<b>68%</b>	<b>On time</b>

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

At present there are no concerns with the sub-recipient contracts nor various other contracts. All work is now on schedule and in align with contracted costs.

d. Please provide an update with regards to the project's match/leverage

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**commitments.**

Matching contributions reports have been updated to reflect the contributions of our Consortiums' in-kind contributors. Though we were logging their contributions in house, we had not included those contributions in our reports to date. In reviewing matching contribution pledges and tracking contributions, we found out that some of our contributors inadvertently promised ineligible matching amounts, particularly the value of federal subsidized housing and properties. While they are still active participants and contributing matching services and expertise, the amount they committed must be corrected. We are submitting a formal letter requesting the reduction of our match in this HUD grant agreement to reflect the removal of those ineligible amounts from our work program budget.

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

Our extensive collaborations with the more than 40 consortium partners continues to expand and we now can count more than 60 organizations and agencies in our close collaboration. The outreach efforts made during our Charrettes and housing plan processes have also expanded our collaborations tremendously during the report period.

The Michigan State University Parks department and a film producing friend of key professors contributed time, services, and expertise to produce a professional class video on Mid Michigan Greening.

Michigan State Housing Development Authority awarded a contract to an area researcher to conduct a market analysis of housing on our demonstration corridor area to identify the "missing middle" in housing offerings with economic and market analyses to complement our regional housing plan development as well as our charrettes based corridor plan efforts. The study was produced by USA Community Research, Inc. Sharon Wood Consultant.

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

We continued to see increases in the number and frequency of participation from underserved populations this report period, particularly in the Charrettes events, the Housing meetings, and the active transportation projects. The Community Reinvestment Fund Rounds 4 and 5 were successfully issued to the marginalized populations as well.

**II. CHALLENGES AND EFFORTS TO OVERCOME THEM:**

**a. Scheduled Milestones/Targets that were not achieved:**

None

**b. Management deficiencies:**

We have implemented improved reports of in-kind matching contributions and

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contracted for technical (GIS) services as needed to develop technical products for use in planning efforts in a timely fashion.

c. **Deviations from the Work Plan**  
**None this period.**

d. **Detail the actions you will take to address identified deficiencies or workplan deviations described above (include what is to be done, who is responsible, and when it is due).**

We continue to monitor all projects carefully and maintain open communications in order to identify and adjust course or resolve concerns before they limit our effectiveness in meeting work plan goals.

**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?*

Meaningful and proactive efforts to involve underserved populations in planning decision making can be challenging and requires constant effort. It continues to be important to identify and recognize that concepts of sustainability must extend well beyond the reach of “environmental protection” and that planning for a sustainable future is more challenging than just “acting sustainable” when it is obvious or convenient. Sustainability is a long-term planning concept that must be embedded in all areas of planning practice.

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 Work Plan is a critical reference point and we use it every day to guide decision making. The overall program outcomes of sustainability over a three year grant will be more difficult to demonstrate in such a short term. We can demonstrate participation, but not all outcomes.

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)?*

The continued growth and diversity of people participating in all various aspects of our MMPGS indicate that it is a “practice of sustainability” that is becoming embedded into our community culture. The concern that there are not enough “ribbon cutting” or

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single sound-bite events may actually suggest that we are creating a new norm of sustainability planning.

**IV. NEED TO AMEND THE COOPERATIVE AGREEMENT:**

	Yes/No	Explanation/Reason for Deviation
Scope	NO	
Schedule	YES	Housing Study and Plan deliverables were delayed by a few months due to challenges in convening regional cooperation which have now been overcome. Community Reinvestment fund will add two more grant rounds to make up for light participation in the first rounds. The Energy Audit reports and summaries are delayed a quarter due to unexpected challenges in establishing a baseline for the demonstration corridor.
Budget	YES	Matching funds offered by the Greater Lansing Housing Coalition and the Ingham County Land Bank included the value of some properties. We have ascertained that this may be inappropriate/unacceptable .We will reduce the match commitment accordingly.
Key Staff or AOR	NO	

**V. Need for Technical Assistance**

We continue to struggle with the technical expertise to promote or describe our project work to the public and our general community. We did not include “communications” or public relations technical assistance in our program and do not find any volunteer resources that are helpful for the overall program. We could use a communications staffer to assist the entire program and help us somehow coordinate the many messages and brands in our regional effort.

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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.