



CARROLLTON TEXAS

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The One-Year Action Plan represents the fifth year of Carrollton's 2014-2018 Consolidated Plan (ConPlan). It identifies activities for Program Year 2018 to address community needs. The Plan outlines and describes resources, projects and activities to be funded and the proposed goals for the 2018 program year.

The City of Carrollton established the following housing and community development goals, objectives and outcomes for 2014-2018 program years.

Objectives and outcomes for 2014-2018 program years established the following housing and community development goals:

- The three *Goals* guide how the City allocates its block grant funding for the next two program years.
- The *Objectives* and *Outcomes* refer to the 2018 One-Year Action Plan and fall under one of the three five-year goals. The *Objectives* detail what Carrollton intends to accomplish with funding resources to meet housing and community needs. *Outcomes* detail how the City will monitor the accomplishments (e.g. households assisted, facilities rehabilitated, etc).

The City is planning on receiving \$798,280 in CDBG funding from the Department of Housing and Urban Development. Funding will be used to address five-year goals and annual objectives.

The analysis for the ConPlan identified infrastructure needing major repair or replacement in low-moderate income areas and housing rehabilitation as priorities. These types of repairs are not affordable to low income households and failing to address the needs would lead to lower property values and blight in the community. Therefore, along with infrastructure repair, the City will provide

funding for homeowners' rehab needs through CDBG and General Fund allocations. It will also assist social service agencies with operating costs with General Funds.

Carrollton is committed to serving residents with the greatest needs. The City anticipates an estimated \$350,000 in General Funds to assist partners providing social services to Carrollton residents in need.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

One Year 2018 Action Plan: Objectives and Outcomes

The One Year Objectives and Outcomes demonstrate how the City's activities support and achieve the three goals listed below.

Goal No. 1: Revitalize and maintain public infrastructure in the City's low and moderate income neighborhoods.

Due to the City's aging neighborhoods and poor soil quality in the Carrollton area, significant public infrastructure repairs are needed in the City. The City has elected to systematically implement needed street, alley, sidewalk, water and sewer line repairs/replacement one neighborhood at a time until the entire public infrastructure in an area has been addressed. Once infrastructure repairs/replacement are completed the City ensures the neighborhoods are preserved through code enforcement activities.

Objective 1.1 (SL-3.1, DH-3.1) Continue to fund the City's Neighborhood Oriented Targeted Infrastructure and Code Enforcement (NOTICE) program with CDBG dollars. Update and revise existing ranking system as needed to prioritize neighborhoods for the program. Complete necessary infrastructure repairs or replacement to streets, alleys, sidewalks, water lines and sewer lines until the entire neighborhood is addressed.

- *Outcome 1.1.* Through the NOTICE program, the City will repair and reconstruct public infrastructure in two to three low and moderate income neighborhoods over the next four years.

Objective 1.2 (SL-3.2, DH-3.2) Continue enhanced code enforcement with CDBG funds in low-to-moderate income areas.

- *Outcome 1.2.* Utilization of enhanced code enforcement to address health and safety concerns in areas designated low-to-moderate income and to ensure lasting improved quality to structures in those neighborhoods.

Objective 1.3. (SL-3.3) Continue providing matching grants with general funds to neighborhood groups to upgrade and restore public property in the City with the City’s Neighborhood Enhancement Matching Grant Program (NEMGP).

- *Outcome 1.3.* At the discretion of City Council, the City will continue to allocate up to \$60,000 per year in NEMGP funds. This will be matched by the neighborhood groups in sweat equity (volunteer work hours), donated materials, cash and labor.

Goal No. 2: Preserve and strengthen existing housing stock through various housing rehabilitation programs.

Objective 2.1. (DH-3.4) Continue to fund the City’s Housing Rehabilitation program with CDBG funds to assist low to moderate income homeowners with minor home repairs they would be unable to afford.

- *Outcome 2.1.* The City will provide financial assistance to approximately eighteen households this year through its Housing Rehabilitation program.

Goal No. 3: Assist local social service providers targeting low to moderate income residents.

Objective 3.1. (SL-2.1) Continue to allocate a portion of the City’s General Fund towards grants and donations for Carrollton service providers that target low to moderate income residents.

Outcome/Objective Codes	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Table 1 - Outcome and Objectives

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Program Year 2017 accomplishments included reconstruction of streets and sidewalks in the Woodcrest Estates neighborhood, the expected successful completion of _____ housing repair projects in the CDBG

target area. The City expended 100 percent of its CDBG funds for activities that principally benefit low and moderate income persons.

Current Year’s PY 2018 Activities Include:

\$607,179 - NOTICE A.W. Perry Neighborhood or Belaire Heights Neighborhood

\$ 79,000 - Housing Rehabilitation

\$ 62,101 - Enhanced Code Enforcement

\$ 29,000 - 2019-2024 Consolidated Plan

\$ 21,000 - Analysis of Impediments To Fair Housing

\$798,280 - Total Funds

To address these needs, the City proposes a strategy which focuses on preserving residential infrastructure, neighborhood stability and affordable housing. This will be supplemented by annual general fund contributions from the City to support the emergency assistance, homeless prevention and supportive services provided by nonprofit partners.

The City of Carrollton’s CDBG investments have been used to make long lasting improvements to many low and moderate income neighborhoods.

Activities	Funding Amount
NOTICE- A.W. Perry Neighborhood or Belair Heights Neighborhood	\$607,179
Housing Rehabilitation	\$79,000
Enhanced Code Enforcement	\$62,101
2019-2024 Consolidated Plan	\$29,000
Analysis of Impediments to Housing	\$21,000

Table 2 - PY2018 Activities

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Leadership responsibility for the success of this program ultimately rests with the City of Carrollton and more specifically with the Community Services Division. The Community Services staff assists in coordinating the efforts of the entities involved, making periodic progress reports to federal, state and

local governmental bodies, providing technical assistance to local not-for-profit organizations, and encouraging involvement from the business community. The public hearing of the 2018 Action Plan Draft was performed at the City's Neighborhood Advisory Committee (NAC) meeting on June 14, 2018. A second public meeting for the 2018 Action Plan was held during the Carrollton City Council Meeting on July 10, 2018. Comments from the public on the PY2018 Action Plan were solicited during both meetings.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

First Public Hearing - June 14, 2018:

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Second Public Hearing - July 10, 2018:

6. Summary of comments or views not accepted and the reasons for not accepting them

First Public Hearing - June 14, 2018: All comments and views were accepted during the June 14, 2018 public hearing. No comments or views were declined.

Second Public Hearing - July 10, 2018: All comments and views were accepted during the July 10, 2018 public hearing. No comments or views were declined.

7. Summary

The City of Carrollton solicited comments or views from the public for the proposed PY2018 Action Plan by posting notice in the local newspaper, posting the plan on the city web site, emailing copies to local social service agencies, and by holding two public hearings. All comments and views were accepted and recorded. Final action by the City Council was made to _____ the PY2018 Action Plan and the resolution voted on by the City Council was _____, _____.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	CARROLLTON	Environmental Services/Community Services

Table 3 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Scott Hudson, 1945 E. Jackson Road, Carrollton Texas 75006

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Carrollton consulted with residents and stakeholders. Consultation included two public meetings to obtain citizen participation in the PY 2018 Annual Action Plan process; dialogue on Carrollton's Nextdoor social media channel; and other written communications.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

As needed, the Community Services Division provides technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of Carrollton.

During the PY 2018 Annual Action Plan period, the City will continue to promote and emphasize the need for greater coordination between all agencies active in Carrollton so as to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers so as to maximize the potential for being awarded funds by the State and Federal Government. Efforts to enhance coordination between the public and private sector will ensure needs are being properly addressed and resources are being maximized

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Homelessness is a relatively recent challenge in the Carrollton community. The City is not formally a member of the Continuum of Care and through this planning process continues to consider how to coordinate in the future with the continuum to address this emerging issue.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City has expressed an interest and willingness to assist and participate in the Dallas Area Consortium on Homelessness, as well as the Denton County Consortium on Homelessness. This would be a supporting role, offering assistance to agencies that are working to mitigate homelessness in the region.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

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Table 4 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Metrocrest
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Metrocrest Services is the primary provider of non-profit social services in the City of Carrollton. Metrocrest Services was sent a draft of the PY2018 Action Plan via e-mail for comment.
2	Agency/Group/Organization	Bea's Kids
	Agency/Group/Organization Type	Services-Children Services-Education Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Bea's Kids is a non-profit organization serving underprivileged children. Bea's Kids was sent a draft of the PY2018 Action Plan by email for comment.
3	Agency/Group/Organization	CASA of Denton County
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CASA of Denton was sent a draft of the PY2018 Annual Action Plan via e-mail for comment.
4	Agency/Group/Organization	CHILDREN'S ADVOCACY CENTER OF DENTON COUNTY
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Children's Advocacy Center was sent a draft of the PY2018 Action Plan via e-mail for comment.

5	Agency/Group/Organization	Woven
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Woven (formerly known as Metrocrest Community Clinic) was sent a draft copy of the PY2018 Action Plan via e-mail for comment.
6	Agency/Group/Organization	Neighborhood Advisory Commission
	Agency/Group/Organization Type	Government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Neighborhood Revitalizatoin

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Neighborhood Advisory Commission is comprised of a group of Carrollton citizens appointed by the Carrollton City Council to assist and identify areas of the City for use of CDBG projects and grants which assist in removing blight from the community and enhance low-to-moderate income neighborhoods within Carrollton. Each member was e-mailed a draft of the PY2018 Action Plan which was discussed at the June 14, 2018 NAC meeting. The meeting also served to conduct the first public hearing for the PY2018 Action Plan.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

N/A; all relevant agencies and organizations were invited to participate in the PY2018 Action Plan process.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 5 – Other local / regional / federal planning efforts

Narrative (optional)

Carrollton participates in joint funding of the non-profit organizations providing services to low income residents in many municipalities in the region. This cooperative funding promotes efficient delivery of services to residents in need and recognizes needs do not end at jurisdictional boundaries, but require regional solutions.

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AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Carrollton hosted two public meetings to obtain citizen participation in the PY 2018 Action Plan process.

The City of Carrollton promoted the public meetings through local print media; social media including Carrollton's Nextdoor channel; and through direct invitations to local stakeholders. The first public hearing was held on June 14, 2018 as part of the Neighborhood Advisory Commission meeting at Carrollton City Hall; a second public hearing occurred on July 10, 2018 as part of the City Council Meeting at Carrollton City Hall.

Each public meeting included:

- A brief overview of the Action Plan purpose and process;
- A presentation of the allowed uses of CDBG funds;
- A presentation of the location of low and moderate income (LMI) areas in the City of Carrollton;
- A presentation of how the City has invested CDBG funds in LMI neighborhoods in the past; and
- A discussion with attendees about housing and community development needs in Carrollton and the activities they would prioritize.

Citizens and stakeholders were also invited to comment on the draft PY 2018 Action Plan during the 30-day public comment period that began on June 1, 2018.

The first public hearing held on June 14, 2018 with the Neighborhood Advisory Commission resulted in the PY2018 Action Plan being presented to the Neighborhood Advisory commissioners, City councilmember liaison, and staff. _____ citizen comments were forthcoming from the public hearing held at this time. _____ amendments to the proposed projects or funding of the projects was proposed by the public or the commission members. The Neighborhood Advisory Commission voted _____ to _____ the PY2018 Action Plan and have it forwarded for a second public hearing before the City Council on July 10, 2018 as part of the normally scheduled council meeting.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Newspaper Ad	Non-targeted/broad community				
2	Internet Outreach	Non-targeted/broad community				

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Public Meeting	Non-targeted/broad community	Second public hearing was conducted on July 10, 2018 in conjunction with the City Council meeting at Carrollton City Hall. _____ persons at the council meeting made a response or addressed items in the PY2018 Action Plan. City Council _____ the PY2018 Action Plan by a _____ vote			

Table 6 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

This section discusses the resources that will be used to meet the goals of the 2014-2018 Five-year Consolidated Plan. These resources are financial, involve partnership opportunities, and include the ability to leverage additional funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	798,280	0	25,121	823,401	0	Yearly CDBG allocation to the City of Carrollton. Prior year resources from PY2017 to be applied to development of the 2019-2024 Consolidated Plan and the Analysis of Impediments to be drawn up in PY2018.

Table 7 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

In exchange for the funding, the agencies and organizations work closely with the City in the provision of social services to all citizens in need. The close partnership the City has with the various agencies grows with each year of collaboration. Staff that is employed as part of CDBG grant administration and planning activity provide technical, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies some of the principal partners for the City's priority funding and service development:

- Bea's Kids
- CASA of Denton County
- Children's Advocacy Center for Denton County
- Woven
- Metrocrest Services

The City meets with all of its partners on an as-needed basis to develop organization capacity and programming offerings. Staff also regularly provides technical assistance and professional expertise to further develop institutional structure for all agencies and organizations serving the low-to-moderate income citizens of Carrollton.

Based on previous budgets and at the City Council's discretion the City anticipates allocating general funds in the following areas:

- \$60,000 for Neighborhood Enhancement Matching Grants
- \$350,000 for Social Service Agency funding (estimated value)
- \$45,000 for Neighborhood Empowerment Zone funding
- \$8,000 for Single Family Rehab Incentives in NOTICE neighborhoods
- Between \$1,100,000 and \$1,800,000 for Capital Improvement work in NOTICE - A.W. Perry Neighborhood or Belaire Heights Neighborhood
- \$192,975 for salary and benefits for three Community Development staff who oversee the NEMGP grants, MHRP grants, PHP grants,

Single-Family Rehab Incentives, Emergency Repair Grants, NOTICE infrastructure improvements, Sign Toppers, and Single-Family Demolition/Rebuild grants.

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If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Improvements to public infrastructure this year in the A.W. Perry Neighborhood is on publicly owned land. Using general funds, neighborhood beautification grants are carried out along public rights-of-way. Otherwise, the City does not intend to use publicly owned land or property to fulfill the goals of the 2014-2018 five-year Consolidated Plan.

Discussion

Please see above

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Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Goal 1. Improve Neighborhood Infrastructure	2014	2018	Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$607,179	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 39 Households Assisted
2	Goal 2. Enhance Code Enforcement	2014	2018	Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$62,101	Rental units rehabilitated: 750 Household Housing Unit Housing Code Enforcement/Foreclosed Property Care: 6300 Household Housing Unit
3	Goal 3. Provide Neighborhood Matching Grants	2014	2018	Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$0	Other: 5 Other
4	Goal 4. Preserve Existing Housing Stock	2014	2018	Affordable Housing Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$79,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 18 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Goal 5. Assist Service Providers	2014	2018	Homeless Non-Homeless Special Needs Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Public Services/Social Supports	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15000 Persons Assisted
6	Promote Economic Development	2014	2018	Non-Housing Community Development	2014-2018 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$0	Facade treatment/business building rehabilitation: 1 Business

Table 8 – Goals Summary

Goal Descriptions

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1	Goal Name	Goal 1. Improve Neighborhood Infrastructure
	Goal Description	<p>As captured in the analysis conducted for the Consolidated Plan, the City's housing needs are relatively modest. The City's community development needs, however, are much greater. As noted above, the City's infrastructure needs replacing to prevent substantial repair bills for owners. Low-income households in particular would have much difficulty affording the \$10,000 to \$15,000 it would take to pay for infrastructure improvements themselves. If these repairs were not made, infrastructure would continue to decline, leading to lower property values and neighborhood decline. To preserve the housing stock of its low and moderate income neighborhoods, many of which are minority-concentrated, the City has made public infrastructure improvements a top priority. In addition, the City will provide capital funding for materials and specialized labor for neighborhood revitalization in LMI target neighborhoods.</p> <p>To determine which low and moderate income neighborhoods have the greatest needs, the City has developed a needs identification and ranking system, which it reviews and updates on a regular basis. This system takes into account property/housing values, crime, age of housing stock, code violations and other relevant characteristics to determine which neighborhoods have the greatest needs and would benefit the most from community investment.</p>
2	Goal Name	Goal 2. Enhance Code Enforcement
	Goal Description	Utilization of enhanced code enforcement preserves structure repairs and maintenance requirements of residential property which ensures the improved aesthetic and structural quality of structures while providing protection for the health and safety of residents in the LMI areas.
3	Goal Name	Goal 3. Provide Neighborhood Matching Grants
	Goal Description	Continue to provide matching grants to neighborhood groups to upgrade and restore public property in the City through the City's Neighborhood Enhancement Matching Grant Program. Goal is to have 5 projects.

4	Goal Name	Goal 4. Preserve Existing Housing Stock
	Goal Description	Low-income households in particular would have difficulty affording the \$3,000 to \$10,000 it would take to pay for housing improvements themselves. If these repairs were not made, structures would continue to decline, leading to lower property values and neighborhood decline. To preserve the housing stock of its low and moderate income neighborhoods, many of which are minority-concentrated, the City has made it a priority to continue to fund the City's Housing Rehabilitation program which includes People Helping People, Minor Home Repair and Emergency Repair projects to assist low to moderate income homeowners complete minor home repairs that they would otherwise been unable to afford with additional general funds. Goal is to address 18 structures this year.
5	Goal Name	Goal 5. Assist Service Providers
	Goal Description	Continue to allocate a portion of the City's General Fund towards grants and donations for Carrollton service providers that target low to moderate income residents.
6	Goal Name	Promote Economic Development
	Goal Description	Continue to allocate a portion of the City's General Fund toward grants to maintain and enhance aging retail spaces through the Retail Redevelopment program.

Projects

AP-35 Projects – 91.220(d)

Introduction

This section details the projects proposed for the PY2018 Action Plan to be funded through CDBG appropriations.

Projects

#	Project Name
1	NOTICE - A.W. Perry Neighborhood
2	Minor Home Repair Grants
3	Emergency Repair Grant
4	People Helping People
5	Enhanced Code Enforcement
6	2019-2024 Consolidated Plan
7	Analysis of Impediments To Housing

Table 9 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The priorities for PY2018 Action Plan are based on identification of the greatest needs in Carrollton, as described in the MA and NA sections of the Consolidated Plan. These include aging infrastructure and aging housing stock. In the PY2018 Action Plan, the City of Carrollton will allocate a total of \$798,280 in CDBG funds. The specific allocation of those funds is as follows:

- 76.06% or \$607,179 dedicated to physical improvements to the infrastructure within either the A.W. Perry Neighborhood or Belaire Heights Neighborhood in the CDBG Targeted Area
- 9.9% or \$79,000 dedicated to the development of the City's Housing Rehabilitation Program which includes Minor Home Repair, Emergency Repair and People Helping People activities.
- 7.78% or \$62,101 for Enhanced Code Enforcement in the CDBG Targeted area.
- 3.63% or \$29,000 for development of the 2019-2024 Consolidated Plan
- 2.63% or \$21,000 for development of the Analysis of Impediments to Housing

The City of Carrollton will also be working to Assist Service Providers who serve individuals of low-to-moderate income. By assisting the Social Service agencies the City will be addressing needs for housing and neighborhood improvements. Funding by the City to these agencies is anticipated to be

approximately \$350,000 for the fiscal year. The activities covered by these agencies include housing services, children services, elderly services, person with disabilities, homelessness, education services, neighborhood revitalization and health services.

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AP-38 Project Summary
Project Summary Information

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1	Project Name	NOTICE - A.W. Perry Neighborhood
	Target Area	2014-2018 NOTICE Priority Neighborhoods
	Goals Supported	Goal 1. Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$607,179
	Description	NOTICE project in the A.W. Perry subdivision which is located in the low-to-moderate income area for infrastructure repair/replacement.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	If A.W. Perry neighborhood is selected then thirty-nine residential properties in the low- to moderate- income area will benefit from the infrastructure repair being planned. IF the Belaire Heights neighborhood is selected then seventy-two residential properties in the low- to moderate- income area will benefit from infrastructure repair.
Location Description	<p><u>A.W. Perry Neighborhood if Selected:</u> <u>North Denton Drive</u> - 1224, 1300, 1304, 1306, 1400, 1402, 1404, 1406, 1500, 1502, 1504; <u>Pear Street</u> - 1103, 1105, 1109, 1106; <u>N. Jackson Street</u> - 1405, 1503, 1505; <u>Cotton Street</u> - 1112, 1107, 1105, 1103, 1101; <u>Palm Street</u> - 1007; <u>N. Main Street</u> - 1305, 1309, 1401, 1403, 1405, 1407, 1501(A), 1501(B), 1503, 1302, 1304, 1404, 1406, 1502, 1504</p> <p>or</p> <p><u>Belaire Heights Neighborhood if Selected:</u> <u>Lawndale Drive</u> - 1900, 1901, 1902, 1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915, 1916, 1918; <u>Greenbrook Drive</u> - 1900, 1901, 1902, 1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915; <u>Hilltop Drive</u> - 1900, 1901, 1902, 1903, 1904, 1905, 1906, 1907, 1908, 1909, 1910, 1911, 1912, 1913, 1914, 1915, 1917, 1919; <u>Donna Drive</u> - 1601, 1603, 1605, 1606, 1607, 1608, 1609, 1610, 1611, 1613, 1700, 1701, 1703, 1704, 1705, 1707, 1708, 1709, 1711, 1713.</p>	
Planned Activities	Water line and sewer line repair/replacement. Street and sidewalk repair/replacement	
2	Project Name	Minor Home Repair Grants
	Target Area	
	Goals Supported	Goal 4. Preserve Existing Housing Stock

	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$60,000
	Description	Minor Home Repair grants to individuals in low-to-moderate income areas to address repair of structural issues on single-family residential owned homes.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Expected to work with 15 single-family residential homes for grants in the Minor Home Repair Program
	Location Description	Applicants must income qualify for the grant and the locations are unknown at this time until said grant is awarded.
	Planned Activities	Minor Home Repair grants to individuals in low-to-moderate income to address repair of structural issues on single-family residential owned homes.
3	Project Name	Emergency Repair Grant
	Target Area	
	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$14,000
	Description	Provide grants for repair projects designated as emergency situations requiring prompt attention.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated the Emergency Repair grant will benefit 3 low-to-moderate income families who financially qualify for the grant.
	Location Description	Locations are determined at time of submittal and qualification review by staff of the applicant.
	Planned Activities	Repairs on a structure of an immediate nature.
4	Project Name	People Helping People
	Target Area	2014-2018 NOTICE Priority Neighborhoods

	Goals Supported	Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$5,000
	Description	Projects in low-to-moderate income areas which involve public participation in repairs to a single-family owned residential property.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated 5 low-to-moderate income families who income qualified will be assisted with the People Helping People program.
	Location Description	Locations are determined by review by staff and availability of citizen participants to work at the homeowners' property.
	Planned Activities	Minor home repairs of single-family, owner occupied residential homes in the city performed by citizens and community groups from the city.
5	Project Name	Enhanced Code Enforcement
	Target Area	2014-2018 NOTICE Priority Neighborhoods
	Goals Supported	Goal 2. Enhance Code Enforcement Goal 4. Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$62,101
	Description	Enhanced code enforcement performed in low-to-moderate income areas to address issues relating to structural disrepair in the designated area.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 6,300 multi-family units in the CDBG designated area available for the code enforcement officer to inspect. It is expected approximately 900 of the multi-family units will be directly inspected by the code officer..
	Location Description	Actions under enhanced code enforcement will address multi-family rental properties in the CDBG designated area of the City.

	Planned Activities	Perform annual inspections of multi-family residential property, address code enforcement violations at those locations and have the property owners repair the violations and bring them into compliance with City codes. Inspection of single-family rentals may also occur in the area, addressing housing code violations as they arise
6	Project Name	2019-2024 Consolidated Plan
	Target Area	2014-2018 NOTICE Priority Neighborhoods
	Goals Supported	Goal 1. Improve Neighborhood Infrastructure Goal 2. Enhance Code Enforcement Goal 3. Provide Neighborhood Matching Grants Goal 4. Preserve Existing Housing Stock Goal 5. Assist Service Providers Promote Economic Development
	Needs Addressed	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports
	Funding	CDBG: \$29,000
	Description	Development of the 2019-2024 Consolidated Plan.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	The development of the 2019-2024 Consolidated Plan will benefit the city as a whole.
	Location Description	The 2019-2024 Consolidated Plan will review all areas of the city in order to identify and focus on those areas which are low to moderate income for future use of CDBG funds.
	Planned Activities	The city will develop the 2019-2024 Consolidated Plan by hiring a consultant to assist with information gathering and in production of the report. Public hearings will be performed to discuss and to take feedback from the public on action items found in the 2019-2024 Consolidated Plan, and city council will review the final plan for approval.
7	Project Name	Analysis of Impediments To Housing
	Target Area	2014-2018 NOTICE Priority Neighborhoods

Goals Supported	Goal 4. Preserve Existing Housing Stock Goal 5. Assist Service Providers Promote Economic Development
Needs Addressed	Housing and Neighborhood Improvements Public Services/Social Supports
Funding	CDBG: \$21,000
Description	Development of the Analysis of Impediments to Housing in conjunction with the 2019-2024 Consolidated Plan
Target Date	9/30/2019
Estimate the number and type of families that will benefit from the proposed activities	The Analysis of Impediments to Housing report will be performed in conjunction with the 2019-2024 Consolidated Plan. This activity will help identify the various groups who may have obstruction to affordable housing in the city.
Location Description	The Analysis of Impediments will review information regarding the whole city in order to determine and identify areas of concern relating to housing issues in the city.
Planned Activities	The city will be hiring a consultant to assist in the development of the Analysis of Impediments. The consultant will assist in production of the report which will be reviewed through a public hearing for input on the findings and a final copy will be sent to the city council for review and approval.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

During the 2018 Action Plan year, CDBG funding for the NOTICE program will be allocated to CDBG-eligible priority neighborhoods. Neighborhoods receiving improvements are ranked according to infrastructure needs.

For the 2014-2018 Consolidated Plan, low and moderate income (LMI) areas were identified based on the 2012 American Community Survey (ACS) and the 2014 HUD LMI categories.

The calculation used to identify LMI areas was: 1) Determine average household size by Census tract using 2012 ACS; 2) Determine the LMI ceiling by tract, which is 80% of the median family income limit closest to the tract-level average family size; 3) Using household income distribution data from the ACS, determine the number of households in the tract that earn less than the LMI ceiling; 4) Calculate the proportion of the tract's households that the LMI households represent. If 42.59% or more, the tract is an LMI tract. The LMI tracts are shown in the Grantee Unique Appendices. The first map identifies the LMI tracts in Carrollton. The second map shows the locations of planned construction activities.

- 76.06% or \$607,179 dedicated to physical improvements to the infrastructure within A.W. Perry Neighborhood or Belaire Heights Neighborhood located in the CDBG Target Area.
- 9.9% or \$79,000 dedicated to the development of the City's Housing Rehabilitation Program which includes Minor Home Repair, Emergency Repair and People Helping People activities.
- 7.78% or \$62,101 for Enhanced Code Enforcement in the CDBG Targeted area.
- 3.63% or \$29,000 for development of the 2019-2024 Consolidated Plan
- 2.63% or \$21,000 for development of the Analysis of Impediments to Housing

During the 2018 Action Plan year, the City of Carrollton will allocate funding geographically for either the A.W. Perry Neighborhood, in Dallas County (113), census tract 137.17 , block group 1 or Belaire Heights Neighborhood, in Dallas County (113), census tract 137.14, block group 4. Both of these neighborhoods are Hispanic concentrated area.

Minority-concentrated tracts are based on the following definition: A minority-concentrated area is any neighborhood or census tract in which: 1) the percentage of households in a particular racial or ethnic minority group is at least 20 percentage points higher than the percentage of that minority group for the housing market areas; 2) the total percentage of minority persons is at least 20 percentage points higher than the total percentage of all minorities in the housing market areas as a whole; or 3) if a metropolitan area, the total percentage of minority persons exceeds 50 percent of its population. The housing market area is the region where it is likely renters and purchasers would be drawn for a particular housing

project. Generally the housing market area is the county.

Geographic Distribution

Target Area	Percentage of Funds
2014-2018 NOTICE Priority Neighborhoods	90

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Neighborhoods receiving improvements are ranked according to infrastructure needs and LMI status. Many of these neighborhoods are also minority concentrated areas.

Discussion

CDBG funds will be used to meet priority community needs for those areas and individuals who are low to moderate income.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section summarizes the affordable housing goals for the PY2018 Action Plan

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	18
Acquisition of Existing Units	0
Total	18

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

In PY2017 the city increased the total number of rehab units to 18 from the 15 identified in PY2016. In PY2018 the city will continue with a goal 18 units to rehab.

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable, as the City of Carrollton does not have a public housing authority.

Actions planned during the next year to address the needs to public housing

N/A

Actions to encourage public housing residents to become more involved in management and participate in homeownership

N/A

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

Discussion

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section describes the activities planned during the PY2018 program year to address the needs of persons who are homeless and other non-homeless special needs

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Outreach to persons experiencing homelessness is through the City's partner agencies, primarily Metrocrest Services and Christian Community Action. Carrollton allocates a portion of general funds each year to supporting these organizations and their efforts to prevent homelessness and provide needed services to the homeless population.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City will continue to partner with Metrocrest Services, who will provide the following services:

- Case Management
- Thorough assessment and evaluation of individual needs. Monitoring individuals as they move

from homelessness to transitional housing to permanent housing

- Prevention
- Rent/Mortgage assistance
- Utility assistance
- Education and training on budgeting and financial management
- Supportive Services
- Emergency financial assistance
- Rent/Mortgage assistance
- Counseling and/or advocacy
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency shelter assistance
- Employment assistance
- Transportation assistance
- Programs: holiday food and gifts
- Education
- Job counseling
- Employment skills training
- Tax preparation assistance
- Money management classes
- Summer camp
- Information and referral to various programs
- Seasonal programs: school supplies and school shoes

The above-mentioned services are provided to the homeless population, population at risk of becoming homeless and those transitioning from homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Please see above

Helping low-income individuals and families avoid becoming homeless, especially extremely

low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Please see above

Discussion

Please see above

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

This section describes the City's plan to address barriers in affordable housing identified in the 2015 Analysis of Impediments to Fair Housing Choice (AI). The City will be developing a new Analysis of Impediments of Fair Housing as part of the PY2018 Action Plan.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

2015 Recommended Fair Housing Action Plan

The Analysis (AI) recommended the City of Carrollton consider the following Fair Housing Action Plan (FHAP) and activities for reducing fair housing impediments.

Item 1. Improve the personal credit and financial literacy of certain Carrollton residents.

Item 2. Continue City funding of home improvement and modification programs. Carrollton should continue to help low income residents with home improvements and accessibility modifications that they cannot afford and/or for which they cannot access residential credit from the private sector.

Item 3. Increase the inventory of deeply affordable rentals in Carrollton. The City should continue to support the development of subsidized rental units that are affordable to residents earning less than \$20,000 per year, and accommodate a range of unit sizes to ensure that the families living in poverty with children have access to stable and affordable housing.

Item 4. Modify some aspects of the City's land use code to mitigate discriminatory treatment of persons with disabilities.

Item 5. Improve access to fair housing information.

Discussion:

The fair housing impediments found in the 2015 AI update are discussed below.

Impediment 1. Residential credit—particularly home improvement loans—can be difficult for minority

households in Carrollton to access. This may adversely affect conditions of Carrollton’s neighborhoods with high proportions of minority residents.

- Residential loans are denied between 20 and 30 percent of the time for most minority applicants, compared to between 13 and 14 percent for non-Hispanic, white and Asian applicants.
- Middle-income African American loan applicants are denied residential loans at almost twice the rate of white applicants.
- For the majority of borrower groups (whites excepted), home improvement loans are denied more than 70 percent of the time. The high rates of denials have implications for the condition of homes—and spillover effects in neighborhoods—of the city’s minority residents.
- Although not perfectly correlated, many areas of high denials and high subprime lending have historically been found in the neighborhoods where minority residents are concentrated.

Impediment 2. Lack of affordable rental housing in Carrollton may disproportionately impact Hispanic residents and children.

Carrollton’s Hispanic residents have a poverty rate that is twice as high as other racial groups. Children have the highest poverty rate of any age cohort. As such, these two groups of residents are disproportionately affected by limited affordable housing in the City.

The limited number of affordable rentals in Carrollton relative to low income household growth, coupled with rising housing costs, has increased the need for affordable rentals during the past decade. The shortage of affordable rentals may disproportionately impact residents of Hispanic descent and children, who have the highest rates of poverty in Carrollton.

Impediment 3. Fair housing information may be difficult for residents to find.

Although City staff has a standard process for referring residents with questions about their fair housing rights to appropriate organizations in the greater Dallas area, City websites do not contain information about fair housing. When faced with fair housing questions, residents would need to contact City staff directly, then be referred to the appropriate department or organization outside of Carrollton.

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the City will undertake during the program year to address residents' housing and community development needs.

Actions planned to address obstacles to meeting underserved needs

Limited funding and resources to address the most complicated situations (e.g., chronically homeless) are the primary obstacles to meeting underserved needs in Carrollton. The City is anticipated to allocate approximately \$350,000 in general fund dollars to its social service partners to help address the basic un-met needs of residents, including food, medical care, clothing and emergency housing assistance. The city will also be developing a new Consolidated Plan and Analysis of Impediments during the PY2018.

Actions planned to foster and maintain affordable housing

Housing actions will be accomplished through existing efforts to preserve affordable housing through neighborhood and housing unit improvement programs (NOTICE, Housing Rehabilitation).

Actions planned to reduce lead-based paint hazards

Mitigating lead-based paint hazards will mostly be accomplished through lead paint testing and, if lead is found, abatement through the Minor Home Repair program.

The City will also provide information to all program applicants regarding the hazards of lead-based paint and display and distribute materials (in English and Spanish) on lead-based paint hazards during community events.

Actions planned to reduce the number of poverty-level families

In addition, the Community Services Division will provide technical assistance and information to private and public organizations that seek to provide affordable housing and support services to residents of

Carrollton.

Actions planned to develop institutional structure

The City will promote and emphasize the need for greater coordination between all agencies active in Carrollton so as to minimize the duplication of efforts. Cooperative efforts in applying for available funds will be initiated between public and private housing providers so as to maximize the potential for being awarded funds by the state and federal government. Efforts to enhance coordination between the public and private sector will ensure that needs are being properly addressed and that resources are being maximized.

Actions planned to enhance coordination between public and private housing and social service agencies

Please see above.

Discussion:

Please see above.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

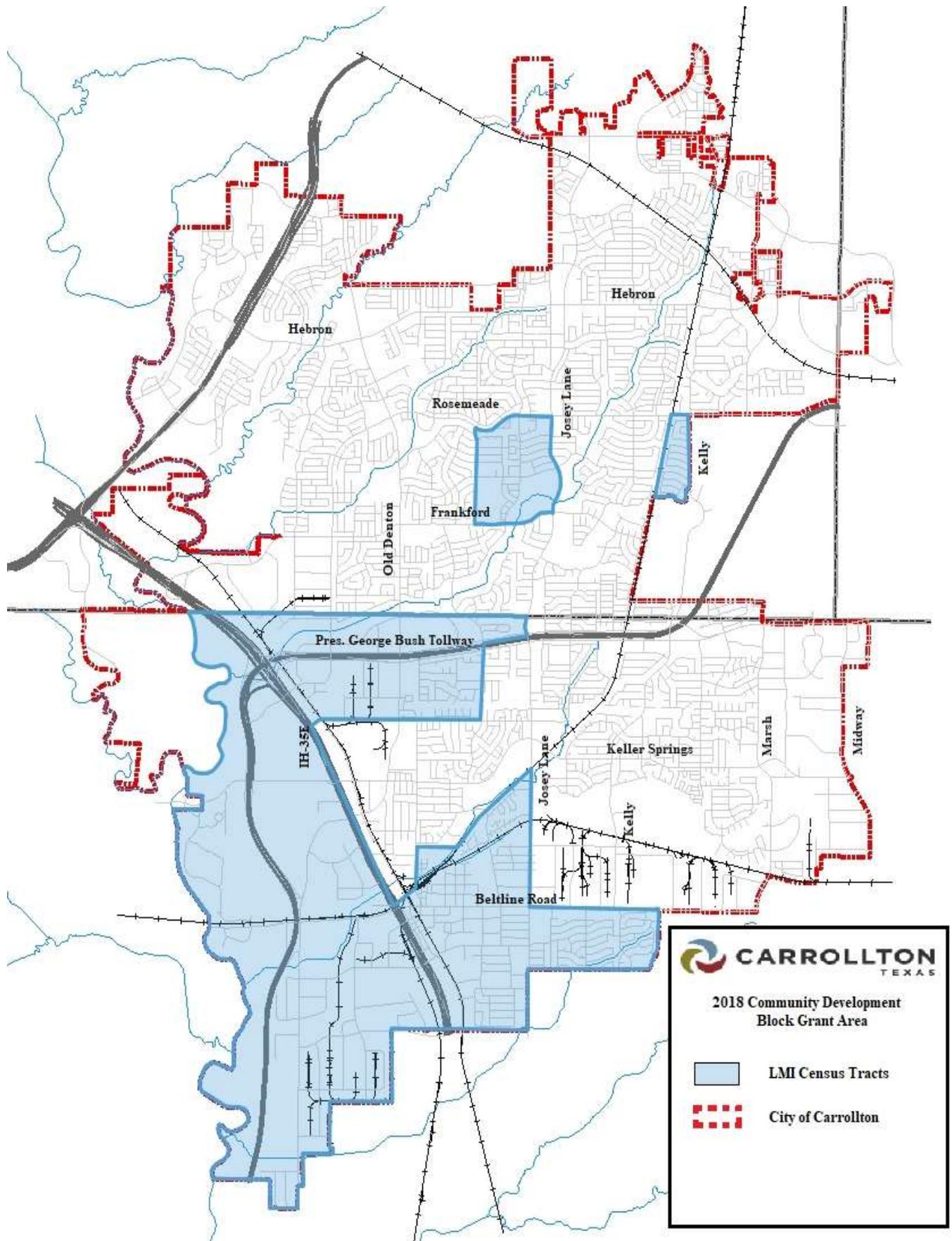
Other CDBG Requirements

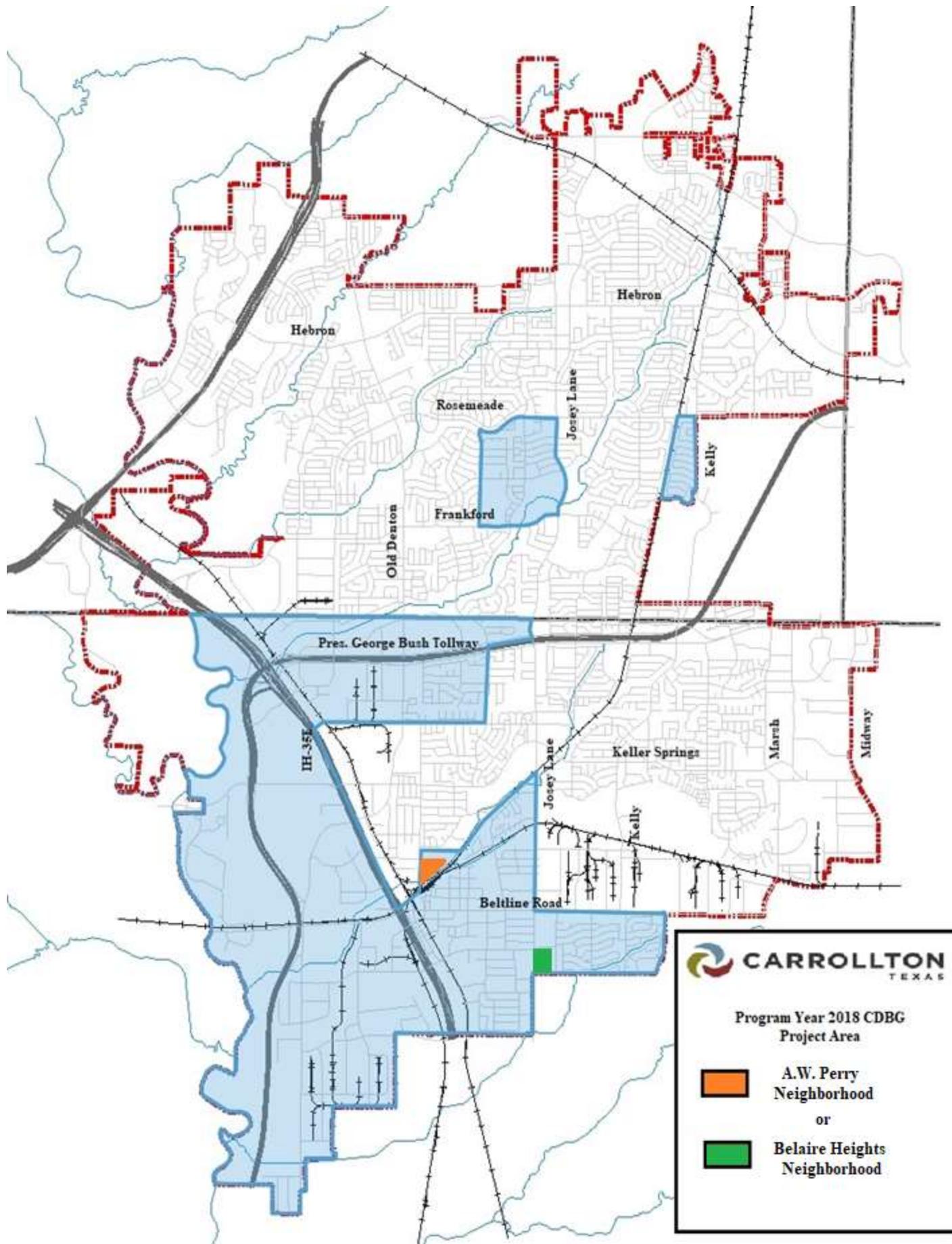
1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

A CDBG funding received by the City will be used to benefit persons of low- to moderate income.

Attachments

Grantee Unique Appendices





Grantee SF-424's and Certification(s)

OMB Number: 4040-004
Expiration Date: 12/31/2019

Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* IF Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: 05/09/2018		4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: 8-18-MC-48-0030	
State Use Only:			
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:			
* a. Legal Name: City of Carrollton			
* b. Employer/Taxpayer Identification Number (EIN/TIN): 75600473		* c. Organizational DUNS: 0713781450000	
d. Address:			
* Street1:	1945 F. Jackson Road		
Street2:	P.O. Box 110535		
* City:	Carrollton		
County/Parish:	Dallas		
* State:	TX; Texas		
Provincia:	<input type="text"/>		
* Country:	USA; UNITED STATES		
* Zip / Postal Code:	75006-0535		
e. Organizational Unit:			
Department Name: Environmental Services		Division Name: Community Services	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix:	Mr.	* First Name:	Scott
Middle Name:	<input type="text"/>		
* Last Name:	Hudson		
Suffix:	<input type="text"/>		
Title:	Environmental Services Director		
Organizational Affiliation: City of Carrollton			
* Telephone Number:	(972) 466-3638	Fax Number:	(972) 466-3175
* Email:	scott.hudson@cityofcarrollton.com		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1: Select Applicant Type: <input type="text" value="C: City or Township Government"/> Type of Applicant 2: Select Applicant Type: <input type="text"/> Type of Applicant 3: Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="United States Department of Housing and Urban Development"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text"/> CFDA Title: <input type="text"/>	
* 12. Funding Opportunity Number: <input type="text" value="B-2H-MC-48-C037"/> * Title: <input type="text" value="Community Development Block Grant"/>	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.): <input type="text"/> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Add Attachment Delete Attachment View Attachment </div>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="Community Development Projects"/>	
Attach supporting documents as specified in agency instructions. <div style="display: flex; justify-content: space-around;"> Add Attachments Delete Attachments View Attachments </div>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="799,280.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="799,280.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: * Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

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

Interagency Council on the Homeless

Required of all State and local government applicants. Submit this certification along with the HUD Form SF-424. (You may submit a single certification covering all of your projects.)

I hereby certify that as a condition for any funding received as a result of this competition, our government agrees to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I understand that this condition for award is intended to emphasize that States and units of general local government are primarily responsible for the care of these individuals, and that McKinney-Vento Act funds are not to be used to assist such persons in place of State and local resources

Authorized signature of applicant
(required only for applicants that are States or units of
general local government)

City Manager

Position Title

Date

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing – The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace – It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about
 - a) The dangers of drug abuse in the workplace;
 - b) The grantee's policy of maintaining a drug-free workplace;
 - c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will
 - a) Abide by the terms of the statement; and
 - b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
Notify the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee or whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the

- receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted
 - a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency;
 7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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 sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Authority of Jurisdiction – the consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan – The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 – It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

 Signatory/Authorized

 Official Date

City Manager
 Title

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provided decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

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

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan 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 Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a 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);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year 2017 shall principally benefit persons of low and moderate income in a manner that insures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG 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 CDBG 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 CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, 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 CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It 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;

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 USC 2000d), the Fair Housing Act (42 USC 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;

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

Signature/Authorized

Official Date

City Manager
Position Title