



Where Connections Happen

City of Carrollton, Texas

Community Development Block Grant Funding

Program Year 2020

Revision: April 29, 2020

Executive Summary

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

1. Introduction

This document represents the second year of the Five-Year Consolidated Plan for the City of Carrollton and will cover the 2020 Program Year. The City of Carrollton is expected to receive \$857,967 for the PY20 Program Year in Community Development Block Grant Funding (CDBG) from the U.S. Department of Housing and Urban Development (HUD). The PY20 Program Year builds on local assets and coordinates a response to the needs of the community. It integrates economic, physical, environmental, community, and human development for those families and areas of the city which are of low- to moderate- income.

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.

The objectives in the PY20 Program Year follow the objectives outlined in the 2019-2023 Consolidated Plan submitted to the Department of Housing and Urban Development for the use of CDBG funds.

3. Evaluation of past performance

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

The City of Carrollton's CDBG investments have been used to make long lasting improvements to many low- and moderate-income neighborhoods. These investments have allowed the City's housing stock to remain in good condition and retain affordability for low- and moderate-income renters who want to become homeowners; they have also allowed elderly residents to age in place.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process included a public hearing before the Neighborhood Advisory Commission, a second public hearing before the Carrollton City Council, both of which were announced with legal notices placed in the Dallas Morning News, on the city web site and in email notification to the social service providers, and leaders of Carrollton neighborhood organizations. Housing and community development needs identified by participants validated needs shown in the market and housing analyses as well as the professional experience of City staff and service providers. This in turn helped shape the goal process to address the identified needs.

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.

All public comments are accepted and none are denied inclusion into the submitted Action Plan. Any public comments can be found in the Citizen Participation Section of the Action Plan.

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

No public comments are denied or not accepted as part of the PY20 Action Plan Citizen Participation Process.

7. Summary

Please see above.

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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 1 – Responsible Agencies

Narrative (optional)

The 2019-2023 Consolidated Plan can be reviewed on the City of Carrollton web site at www.cityofcarrollton.com/departments/departments-a-f/community-development.

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

1. Introduction

As part of the 2019-2023 Consolidated Plan process the City of Carrollton consulted with residents and stakeholders (e.g., social service providers, local school districts, City departments and other community partners). Consultation included a stakeholder focus group, interviews, and a public meeting during a Neighborhood Advisory Commission meeting to obtain citizen participation in the Consolidated Plan process. The five-year Consolidated Plan serves as the guiding process for the Action Plans developed during the 2019-2023 timeline.

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(I))

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 PY20 Program Year, 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 that needs are being properly addressed and that 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.

Carrollton is represented by Dallas County and Denton County in the two Continuums of Care that overlap the city’s boundaries—the Dallas Area Consortium on Homelessness and the Denton County Consortium on Homelessness. Carrollton staff continues to participate with local social service agencies in the Point in Time Count to identify homelessness in the community. As shown by the count results, chronic homelessness is an emerging issue in the city. While a supportive partner to the Consortia’s efforts to strategically address homelessness in the region, Carrollton’s most direct efforts to address the needs of homeless residents result from a strong partnership with Metrocrest Services, the area provider of all manner of services to assist vulnerable households.

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 of Carrollton is not currently part of area Continuum of Care networks and is represented by Dallas and Denton counties in the Dallas Area Consortium on Homelessness as well as the Denton County Consortium on Homelessness. Carrollton has 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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Neighborhood Advisory Commission
	Agency/Group/Organization Type	Civic Leaders Neighborhood Leaders Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Neighborhood Advisory Commission (NAC) hosted a public forum attended by city staff, residents, and leaders of neighborhood organizations. The forum consisted of a presentation about the Consolidated Plan and a discussion of housing and community development needs in Carrollton's LMI neighborhoods. These are incorporated throughout the Consolidated Plan. Upon completion of the public hearing before the NAC, the NAC refers the proposed action plan for a second public hearing before the Carrollton City Council.
2	Agency/Group/Organization	Metrocrest Services
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Services-Education Services-Employment Services - Victims

	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
	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 nonprofit social services in the City of Carrollton. Metrocrest Services hosted a focus group for the Consolidated Plan and staff from Metrocrest Services were also notified of the proposed PY20 Action Plan and invited to discuss their needs and priorities through written comments or by attending either or both of the public hearings.
3	Agency/Group/Organization	Bea's Kids
	Agency/Group/Organization Type	Services-Housing Services-Children Services-Homeless Services-Health Services-Education Services-Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children 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?	Bea's Kids were provided proposed plans for the PY20 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Bea's Kids were encouraged to submit written comments or attend either of the public hearings.
4	Agency/Group/Organization	Woven
	Agency/Group/Organization Type	Services-Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Homeless Services-Health Services-Education Services-Employment Services - Victims

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Veterans Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Woven Health was provided a copy of the proposed plans for the PY20 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Woven Health was also informed they could provide written comments or could attend either of the public hearing forums.
5	Agency/Group/Organization	CASA of Denton County
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services - Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Needs - Unaccompanied youth Homelessness Strategy 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 County was provided a copy of the proposed plans for the PY20 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. CASA of Denton County was encouraged to provide any written comments or to attend either scheduled public hearing.
6	Agency/Group/Organization	Children’s Advocacy Center For Denton County
	Agency/Group/Organization Type	Services-Housing Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-Victims Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth

<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>Children's Advocacy of Denton County was provided a copy of the proposed plans for the PY20 Action Plan and were informed of the date of the Public Hearings for discussion of needs and priorities. Children's Advocacy was informed they could provide written comments or attend either of the scheduled public hearings.</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 Five-year Consolidated 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	Denton County & Dallas County Consortium for Homelessness	The goals of Denton County and Dallas County Consortium on Homelessness Continuum of Care were incorporated into the Plan where applicable.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Carrollton participates in joint funding of the nonprofit 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 that needs do not end at jurisdictional boundaries but require regional solutions.

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 citizen participation process included notification of social service focus group and a Neighborhood Advisory Commission meeting attended by members of the public, representatives of the social service providers, and leaders of Carrollton neighborhood organizations. Housing and community development needs identified by participants validated needs shown in the market and housing analyses as well as the professional experience of City staff and service providers. This in turn helped shape the goal setting process to address the identified needs.

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	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community			All comments were accepted and none were discarded.	

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)
2	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Social Service Agencies</p>			All comments were accepted and none were discarded.	
3	Public Hearing	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/ broad community</p> <p>Social Service Agencies</p>	First Public Hearing before the Neighborhood Advisory Commission on Thursday, June 11, 2020.		All comments were accepted and none were discarded.	

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	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/ broad community	Second Public Hearing before the Carrollton City Council on Tuesday, July 7, 2020.		All comments were accepted and none were discarded.	

Table 4 – Citizen Participation Outreach

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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 2019-2023 Five Year Consolidated Plan. These resources are financial, involve partnership opportunities, and include 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	857,967	0	14,749	872,716	2,177,556	CDBG funding allocation for PY20 from the Department of Housing and Urban Development and prior year funding available to be included.

Table 5 - 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

The Community Services Division for the City of Carrollton is the lead agency for the implementation of the community development plan related to CDBG funding. Internally the Community Services Division works in collaboration with all city departments to deliver projects, services, and other benefits to eligible neighborhoods and clients. Externally, the Division works with a number of social service agencies/organizations so long as the need is documented and eligible under HUD regulations.

To effectively implement the Community Development Plan, funding comes from CDBG funds as well as General Funds allocated by the City Council. The City Council will make available an estimated **\$425,000** in General Fund resources to fund agencies and organizations that are actively engaged in the provision

of social services in Carrollton. The city funding amount may be adjusted downward due to the Covid-19 influenza outbreak on completion of the city budget in September 2020 due to the financial costs associated and incurred by the city from the pandemic.

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 each agency grows with each year of collaboration. A total of four (4) staff in the Community Services Division are employed for the administration of CDBG grant funds and planning activity, to provide technical knowledge, referral and capacity building assistance for the agencies on an ongoing basis.

The list below identifies some of the principle social service providers for the City's priority funding and service development:

- Bea's Kids
- CASA of Denton County
- Children's Advocacy Center for Denon County
- Metrocrest Social Services
- WOVEN Medical Clinic

The City meets with all of its partners on an as-needed basis to develop organization capacity and programming offering. 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.

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

The City does not intend to use publicly owned land or property to fulfill the goals of 2019-2023 Five-Year Consolidated Plan.

Discussion

Please see above.

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	Improve Neighborhood Infrastructure	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$605,716 City Funding: \$5,200,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1150 Persons Assisted
2	Enhance Code Enforcement	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$77,000	Housing Code Enforcement/Foreclosed Property Care: 1200 Household Housing Unit
3	Preserve Existing Housing Stock	2019	2023	Affordable Housing Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$180,000	Homeowner Housing Rehabilitated: 39 Household Housing Unit
4	Assist Service Providers	2019	2023	Homeless Non-Homeless Special Needs Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Public Services/Social Supports	CDBG: \$0 General Funds: \$425,000	Other: 15000 Other

Table 6 – Goal Summary

Goal Descriptions

1	Goal Name	Improve Neighborhood Infrastructure
	Goal Description	<p>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 difficulty affording the \$10,000 to \$15,000 it would take to pay for infrastructure improvements themselves. If these repairs are 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 to neighborhoods, parks, and public facilities 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> <p>The selected project for Carrollton Heights could be delayed due to COVID-19 pandemic and the issue of state and local orders requiring Stay-At-Home requirements, social distancing, and whether a business is considered "Essential" or not. The delays could accumulate based on planning, designing, and implementation of project due to the pandemic.</p>
2	Goal Name	Enhance Code Enforcement
	Goal Description	Utilization of enhanced code enforcement to preserve rental multi-family apartment communities in the low- to moderate- income areas identified in the 2019-2023 NOTICE Priority Neighborhoods. This is done to insure a healthy and safe living environment for residents to live in.

3	Goal Name	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 and repairs themselves. If these repairs were not made, structures would continue to decline, leading to lower property values, neighborhood decline and put the health and safety of the residents at risk. 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 fund the City's Housing Rehabilitation program which includes Minor Home Repair Grants, Emergency Repair Grants, and People Helping People projects. These programs are available to those who income qualify in the 2019-2023 NOTICE Priority Neighborhoods, but also allows those of low- to moderate-income, who live in the non-priority areas to also apply for these programs. These programs help homeowners complete minor home repairs that would otherwise have been unaffordable. For PY2020 the goal is to address 39 projects this year. Uncertainty will influence these programs for the Program Year This is due to COVID-19 pandemic and state/local Stay-At-Home orders, Social Distancing Requirements, and determination of whether a business is "Essential" or not if the outbreak extends into the new program year. Specifically, delays in projects could occur because of the state and local orders issued to restrict the spread of COVID-19. The City has increased CDBG funding to these three programs by 35% from the previous year. (PY20 - \$180,000 total vs PY19 - \$132,500 allocated). The dramatic increase is based on the expected rise in applications due to furloughs and the loss of jobs to individuals due to business failures or being furloughed from their place of employment caused from the COVID-19 pandemic.
4	Goal Name	Assist Service Providers
	Goal Description	Allocation of General Funds by the City Council are provided to Carrollton service providers which target low- to moderate- income residents for assistance. These programs assist with addressing homelessness, medical attention, children programs, food banks and such to those in need. These funds are available to individuals living in the 2019-2023 NOTICE Priority Neighborhoods and others who income qualify with those organizations. The goal is to assist 15,000 individuals in all aspects of social service needs. The City is planning on an allocation of <u>\$425,000</u> in General Funds rather than using CDBG funds to these agencies. This allocation amount may change during the City's budget process due to costs associated and incurred during the COVID-19 pandemic.

Table 7 – Goal Descriptions

Projects

AP-35 Projects – 91.220(d)

Introduction

This section details the projects proposed for the 2020 Program Year.

Projects

#	Project Name
1	NOTICE - Carrollton Heights Neighborhood
2	Minor Home Repair Program (MHRP)
3	Emergency Repair Program (ERP)
4	People Helping People (PHP)
5	Enhanced Code Enforcement
6	Administration - Training

Table 8 - Project Information

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

The priorities for the 2020 Program Year are based on identification of the greatest needs in Carrollton, as described in the MA and NA sections of the 2019-2023 Consolidated Plan. These include aging infrastructure and aging housing stock. In the 2020 Program Year, the City of Carrollton will allocate a total of **\$872,716** in CDBG funds to meet these objectives. The specific allocations of those funds are as follows:

- \$605,716 (69%) NOTICE Project - Carrollton Heights Neighborhood
- \$180,000 (21%) dedicated to the City's multiple Housing Rehabilitation Programs. (Minor Home Repair, Emergency Repair, and People Helping People)
- \$ 77,000 (9%) for Enhanced Code Enforcement in the CDBG Target Area.
- \$ 10,000 (1%) for additional Training of the Community Development staff to identify other opportunities for use of CDBG funding

AP-38 Project Summary

Project Summary Information

1	Project Name	NOTICE - Carrollton Heights Neighborhood
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$605,716
	Description	Infrastructure repair/reconstruction of streets, installation of sidewalks, water & sewer line replacement
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is expected the reconstruction/replacement of streets, sidewalks, water and sewer lines in the Carrollton Heights neighborhood will benefit approximately 1150 individuals who live in the neighborhood. The neighborhood is largely Hispanic and the project will assist all of the families in the designated neighborhood.
	Location Description	Carrollton Heights is located in the Census Tract 137.17. This area is north of Beltline Road, east of Denton Drive, west of Perry Road, and south of the BNSF rail line. The streets being addressed are Walnut Avenue, Rosemon Avenue, Spring Avenue, Baxley Street, N. Maryland Street, Warner Street, Clint Street, Perry Avenue, Jackson Street, and Oak Street. All block addresses associated with these streets are located within Carrollton Heights neighborhood and do not extend outside that boundary.
Planned Activities	Reconstruction/repair of streets, sidewalks, water and sewer lines.	
2	Project Name	Minor Home Repair Program (MHRP)
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$120,000
	Description	Minor Home Repair Program for low- to moderate- income qualifying homeowners.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	The City is planning on 25 housing projects for the Minor Home Repair Grant Program in PY20.
	Location Description	Locations for use of the Minor Home Repair Grant vary throughout the city. Individuals are given aid who qualify as low- to moderate- income under HUD rules and regulations. Individuals who income qualify and live in the 2019-2023 NOTICE Priority Neighborhoods may apply for the grant.
	Planned Activities	Minor repair grants to homeowners of low- to moderate- income to perform repairs of structural issues on single-family residential owned homes.
3	Project Name	Emergency Repair Program (ERP)
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$50,000
	Description	Emergency Repair Grant for low- to moderate- income qualifying homeowners.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	The Emergency Repair grant is expected to assist 10 single-family owned households who income qualify as low- to moderate- income under HUD guidelines.
	Location Description	Locations vary throughout the city depending upon the time of application and qualifications of the applicant. Applicants who income qualify from the 2019-2023 NOTICE Priority Neighborhoods are accepted as part of this program.
	Planned Activities	Repairs made on a single-family owned residential structure of an immediate nature which can be health and safety related.
4	Project Name	People Helping People (PHP)
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$10,000

	Description	Public participation grant awarded to income qualifying homeowners of low- to moderate- income. Public participation is a requirement for this assistance grant project.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated the People Helping Program will assist four single-family owned residential homes for individuals who qualify as low- to moderate- income in accordance with HUD guidelines.
	Location Description	This program is a public participation grant awarded to qualifying individuals of low- to moderate- income. Public participation is a requirement for assistance in this program. Locations may vary but do include the 2019-2023 NOTICE Priority Neighborhoods.
	Planned Activities	Perform exterior only repairs to the residential structure with public assistance performing work on the designated project.
5	Project Name	Enhanced Code Enforcement
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Enhance Code Enforcement
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$77,000
	Description	Enhanced code enforcement staff funded to perform structural and living conditions inspections in apartment communities located in the CDBG Target Area.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 6,300 multi-family apartment units reside in the NOTICE CDBG Target Area which are eligible for enhanced code enforcement action. It is expected approximately 1100 multi-family units will be directly inspected by the code enforcement officer. Also, as part of these duties an additional exterior inspection will be performed on the exterior of the multi-family complexes found in the CDBG Target Area.
	Location Description	2019-2023 NOTICE Priority Neighborhoods.
	Planned Activities	Perform annual exterior inspections of multi-family apartment complexes in the NOTICE Priority Neighborhood target area. This will also include interior inspection of between 10% to 15% of total apartment units in these complexes in order to address code violations and to insure a healthy and safe environment to live in.
6	Project Name	Administration - Training
	Target Area	2019-2023 NOTICE Priority Neighborhoods

Goals Supported	Improve Neighborhood Infrastructure Enhance Code Enforcement Preserve Existing Housing Stock Assist Service Providers
Needs Addressed	Neighborhood Infrastructure Improvements Housing and Neighborhood Improvements Public Services/Social Supports
Funding	CDBG: \$10,000
Description	Ongoing CDBG training for city Community Development staff.
Target Date	9/30/2021
Estimate the number and type of families that will benefit from the proposed activities	Will assist all residents who are of low- to moderate- income in the city by providing additional training to the Community Development Staff to identify other areas in which assistance can be given to assist those in need.
Location Description	NOTICE Priority Neighborhoods and single-family residential homes which income qualify according to HUD regulations.
Planned Activities	Pay for additional training and travel for the Community Development Staff to identify other assistance programs they city may qualify for and provide assistance to the residents of Carrollton.

Table 9 -Project Summary

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 2020 Program Year for the Action Plan, 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 2019-2023 Consolidated Plan, low and moderate income (LMI) areas were identified using the HUD provided Low- and Moderate- Income Summary Data (LMISD) for PY2020 as detailed in CPD Notice 19-02. The underlying data in the LMSID are from the 2011-2015 ACS.

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 represents.

During the 2020 Action Plan year, the City of Carrollton will allocate funding geographically toward the Carrollton Heights neighborhood, in Census tract 137.17. This neighborhood is a minority-concentrated area.

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 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 a region where it is likely that 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
2019-2023 NOTICE Priority Neighborhoods	78

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

Please see above.

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Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section summarizes the affordable housing goals for the 2020 Action Plan

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	39
Special-Needs	0
Total	39

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	39
Acquisition of Existing Units	0
Total	39

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

Discussion

Please see above.

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable, as 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

Please see above.

DRAFT

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

Introduction

This section describes the activities planned during the PY20 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 done through the City's partners, primarily Metrocrest Services and Children's Advocacy Center of Denton County, or, if City staff, such as members of law enforcement, encounter persons experiencing homelessness, referrals to Metrocrest Services are made. Carrollton allocates a portion of General Funds each year to supporting Metrocrest Services and other social service providers and their efforts to prevent homelessness and provide needed services to the homeless population. The needs of persons who are homeless are assessed routinely as part of program provisions. In 2019 Carrollton continued to participate in the Point In Time Count, recognizing that chronic homelessness is an emerging issue in Carrollton. Families meeting the McKinney-Veno definition of homelessness are identified by the school district and also receive referrals to Metrocrest Services or other appropriate providers (e.g. Bea's Kids). Carrollton's philosophy is to put resources into the hands of local experts who are best positioned to assess and serve those experiencing homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

Area homeless service providers would like a more sophisticated and coordinated effort to address the needs of the homeless and at-risk population in Carrollton; this includes some type of transitional shelter or housing. Funding constraints have been the primary barrier to creation of a more comprehensive approach to homelessness in Carrollton.

The chronically homeless require wrap around services that are not always cost effective to provide in a small community like Carrollton; as such, Carrollton service providers and the City staff sometimes must refer individuals with more intensive supportive service needs, such as permanently supportive housing, back to urban centers to access needed services.

The City of Carrollton will continue to support strengthening the capacity of local service providers to assist persons who are homeless or at-risk of homelessness through general fund contributions. The City plans to make an estimated **\$425,000** available for social service programming in General Fund resources. Much will be used to assist persons living in poverty who are at risk of homelessness as well as persons experiencing homelessness.

This includes funding organizations to provide counseling services, childcare, transitional housing, health

care, drug and alcohol detoxification, classes on parenting skills, access to medical facilities and community-based family support centers, job training, and rental and utility payment assistance.

Services funded by Carrollton and delivered by Metrocrest Services to families who are experiencing housing instability, including the homeless population and those on the verge of homelessness, include:

- Case Management: Comprehensive evaluation and assessment of individual needs
- Housing instability prevention strategies
- Rent/Mortgage assistance
- Utility assistance
- Financial literacy education including budgeting and financial management
- Wraparound services such as GED prep, employment services, education and certification at local colleges
- Medical/Dental/Vision assistance
- Emergency food assistance
- Emergency clothing assistance
- Emergency housing assistance
- Transportation assistance (DART passes, gas cards)
- Minor home repair assistance (seniors only)
- Seasonal programs: holiday food and gifts, summer food, back to school supplies
- Tax preparation assistance
- Information and referral support

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.

DRAFT

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

Introduction:

Carrollton is currently in the process of developing and updating its Analysis of Impediments to Fair Housing Choice, which will be available in the fall of 2020. The last AI, conducted in 2015, found no negative effects of public policies on production of affordable housing and residential investment.

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

Stakeholders in the public participation process for the Consolidated Plan and the forthcoming AI identified Not-In-My-Backyard Syndrome (NIMBYism) as a potential barrier to affordable housing development, which could be mitigated with education and outreach and future investments that prioritize affordable and workforce housing.

In addition, stakeholder's expressed concern about the adverse effects and potential displacement of low income, often Hispanic or Asian residents related to implementation of the Apartment Crime Reduction Program, including the loss of naturally occurring affordable multifamily housing due to demolition. The extent to which this and other public policies create barriers to affordable housing will be explored further in the AI.

Subsequent Annual Action Plans will include detailed actions planned to address barriers to affordable housing to be identified in the new AI.

Discussion:

Please see above.

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the City will undertake during the PY20 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 will allocate approximately **\$425,000** in General Funds to its social service partners to help meet the basic unmet needs of residents including food, medical care, clothing and emergency housing assistance.

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 through the Minor Home Repair Program.

The City will also provide information to all program applicants regarding the hazards of lead-based paint, display and distribute materials on lead-based paint hazards during annual community events.

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 regarding the hazards of lead-based paint and display and distribute materials on lead-based paint hazards during annual community events.

Actions planned to reduce the number of poverty-level families

The City's anti-poverty efforts that will be undertaken during the 2019-2023 Consolidated Plan period are detailed in SP-70. During the Action Plan year, the following activities will be continued:

- Continue to plan for how to better coordinate local resources to increase educational opportunities for low-income persons in order to improve their ability to earn better wages.
- Examine the linkage between job training programs and local job creation efforts. Ensure job training matches expected and growing employment opportunities.
- Promote financial counseling and classes on budgeting and money management.
- Examine and identify opportunities for improvements in linkages between housing, employment

and educational systems and/or facilities.

- Promote programs and training that help families-in-need to become more self-sufficient.

In addition, the Community Development staff 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 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 that needs are being properly addressed and that resources are being maximized. One of Carrollton's strengths is the strong partnerships developed between City departments and local agencies with the objective of most efficiently and effectively meeting local needs.

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:

This section outlines Program Specific Requirements.

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%

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