



CARROLLTON

T E X A S

Community Development Block Grant
Funding for Program Year 2021

City of Carrollton, Texas
Revision: June 18, 2021

Executive Summary

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

1. Introduction

This document represents the third year of the Five-Year Consolidated Plan for the City of Carrollton and will cover the 2021 Program Year. The City of Carrollton is expected to receive \$847,231 for the PY21 Action Plan in Community Development Block Grant Funding (CDBG) from the U.S. Department of Housing and Urban Development (HUD). The PY21 Action Plan 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 PY21 Action Plan 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 PY21 Action Plan Citizen Participation Process.

7. Summary

The PY21 Action Plan had 2 public hearings. The first was June 10, 2021 before the Neighborhood Advisory Commission at which time the commissioners voted 6-0 to pass the draft PY21 Action Plan and forward it on to City Council for a second public hearing. The second public hearing was performed on July 20, 2021 before the Carrollton City Council. The city council voted _____ to _____ the draft PY21 Action Plan and have staff submit it to U.S. Department of Housing and Urban Development. There were no comments from the public during the first public hearing before the Neighborhood Advisory Commission on June 10, 2021.

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)

Consolidated Plan Public Contact Information

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.

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. The PY21 Action Plan for 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 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, Inc.
	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 PY21 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	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 Health Agency
	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 PY21 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.
4	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 PY21 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.
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 PY21 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-Persons with HIV/AIDS 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 PY21 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 & 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 Persons with disabilities Non-targeted/broad community	(Place Holder for public comments)	(Place Holder for public comments)	All comments would have been accepted and none would have been 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	Minorities Persons with disabilities Non-targeted/broad community Social Service Agencies	(Place Holder for public comments)	(Place Holder for public comments)	All comments would have been accepted and none would have been discarded.	https://www.cityofcarrollton.com/departments/departments-a-f/community-development/community-development-block-grant

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)
3	Public Hearing	Minorities Non-English Speaking - Specify other language : Spanish Persons with disabilities Non-targeted /broad community Social Service Agencies	No response was received from the public at the first public hearing before the Neighborhood Advisory Commission on June 10, 2021.	No comments were received at the time of the June 10, 2021 public hearing .	All comments would have been accepted and none would have been 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 Hearing	Minorities Non-English Speaking - Specify other language : Spanish Persons with disabilities Non-targeted /broad community Social Service Agencies	(Place Holder for public comments) - City Council Meeting	(Place Holder for public comments) - City Council Meeting	All comments would have accepted and none would have been discarded.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

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	847,231	0	93,827	941,058	1,330,325	CDBG funding allocation for PY21 from the Department of Housing and Urban Development and prior year funding available to be included.
Other	public - federal	Other	0	0	0	0	0	

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

outbreak on completion of the city budget in September 2021 due to the financial costs associated and incurred by the city from the pandemic.

In order to alleviate Covid-19 affected populations in Carrollton the U.S. Department of Housing and Urban Development allocated CV-CARES Act Funding in PY20 which will continued to be used by Metrocrest Services and WOVEN to address housing, workforce, and medical issues in the community during the PY21 program year.

In exchange for the funding, the agencies and organizations work closely with the City in the provision of social services to all Carrollton 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 Denton 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	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
2	Enhance Code Enforcement	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Housing and Neighborhood Improvements	CDBG: \$90,000	Housing Code Enforcement/Foreclosed Property Care: 1200 Household Housing Unit
3	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 CDBG-CV: \$0	Other: 15000 Other
4	Improve Neighborhood Infrastructure	2019	2023	Non-Housing Community Development	2019-2023 NOTICE Priority Neighborhoods	Neighborhood Infrastructure Improvements	CDBG: \$661,058	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 106 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Preserve Existing Housing Stock
	Goal Description	<p>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 PY2021 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 continued the increased CDBG funding to these three programs by 35% from the PY19 year levels. (PY21- \$180,000 total vs PY19 - \$132,500 allocated). The dramatic increase is based on the current status of the pandemic and economy due to furloughs and the loss of jobs to individuals from business failures or being furloughed from their place of employment caused from the COVID-19 pandemic.</p>
2	Goal Name	Enhance Code Enforcement
	Goal Description	<p>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 ensure a healthy and safe living environment for residents to live in.</p>

3	Goal Name	Assist Service Providers
	Goal Description	<p>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's 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.</p>
4	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>

Projects

AP-35 Projects – 91.220(d)

Introduction

This section details the projects proposed for the PY21 Action Plan.

Projects

#	Project Name
1	Enhanced Code Enforcement
2	Minor Home Repair Program (MHRP)
3	Emergency Repair Program (ERP)
4	People Helping People
5	Administration - Training
6	NOTICE - Cox/Kirby/Brake Residential District

Table 7 - Project Information

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

The priorities for the PY21 Action Plan 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 PY21 the City of Carrollton will allocate a total of \$941,058 in CDBG funds to meet these objectives. The specific allocations of those funds are as follows:

- \$661,058 (70.1%) NOTICE Project for the Kirby/Brake/Cox residential district
- \$180,000 (19.1%) dedicated to the City's Housing Rehabilitation Programs (Minor Home Repair, Emergency Repair, and People Helping People)
- \$ 90,000 (9.7%) for Enhanced Code Enforcement in the CDGB Target Area
- \$ 10,000 (1.1%) for training of Community Development staff to identify and remain informed on use of CDBG funding provided to the city.

AP-38 Project Summary

Project Summary Information

1	Project Name	Enhanced Code Enforcement
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Preserve Existing Housing Stock
	Needs Addressed	Housing and Neighborhood Improvements
	Funding	CDBG: \$90,000
	Description	Utilization of funding for a code enforcement officer to perform housing code enforcement to preserve rental multi-family apartment communities in the low- to moderate- income areas (LMI) identified in the 2019-2023 NOTICE Priority Neighborhoods. This is done to ensure a healthy and safe living environment for residents to live in.
	Target Date	9/30/2022
	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.
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	9/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	Expected to assist 25 families which are low- to moderate- income which live within the city limits of Carrollton, Texas.
	Location Description	With the city limits of Carrollton.
	Planned Activities	Work to be done on single-family homes for low- to moderate- income qualifying homeowners. Program does not include work on foundations, fences or retaining walls or items off the house as part of the Minor Home Repair Program.
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	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	It estimated ten (10) projects will be performed as part of the Emergency Repair Program.
	Location Description	Locations will be within the city limits of Carrollton for low- to moderate- income qualifying homeowners.
Planned Activities	Emergency repairs to homes for low- to moderate- qualifying income homeowners. Repairs are to address health and safety issues which put the homeowners at risk.	
4	Project Name	People Helping People
	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. Public participation in repairs of the property is a requirement for this grant.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	It is expected four (4) families will benefit from the proposed activities.
	Location Description	Locations will be within the City limits of Carrollton for low- to moderate- income qualifying homeowners.
	Planned Activities	To make minor repairs to household structure with assistance of the public or social service group performing repair services.
5	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 Community Development staff.
	Target Date	9/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	Income qualifying residents of the city will benefit from additional knowledge city staff obtains from continuing education and education for the application of CDBG funding in the city.
	Location Description	City wide impact of ongoing training of staff in CDBG uses.
	Planned Activities	Training workshops and conferences for staff to attend to gain further knowledge and information for the purpose of ongoing use of CDBG funding in the city.
6	Project Name	NOTICE - Cox/Kirby/Brake Residential District
	Target Area	2019-2023 NOTICE Priority Neighborhoods
	Goals Supported	Improve Neighborhood Infrastructure
	Needs Addressed	Neighborhood Infrastructure Improvements
	Funding	CDBG: \$648,755

Description	This is an infrastructure project to replace/repair streets and alleyways of the Cox/Kirby/Brake residential district. The repairs may include the replacement of water or sewer line infrastructure based upon a review of those items. This project will be for the 1700 Block of Kirby Road, 1700 Block of Brake Drive, 1700 Block of Cox Street, 1300-1500 Block of S. Perry Rd, and 1300-1500 Block of School Road.
Target Date	9/30/2024
Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 106 families living in the Single-Family Residential district.
Location Description	1700 Block of Kirby Road, 1700 Block of Brake Drive, 1700 Block of Cox Street, 1300-1500 Block of S. Perry Road, 1300-1500 Block of School Road
Planned Activities	Repair or replacement of streets and alleys. Review by city Engineering Dept. will determine possibility of water and/or sewer line repairs or replacement in the infrastructure project area.

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

For the PY21 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 PY21 Action Plan year, the City of Carrollton will allocate funding geographically toward an infrastructure NOTICE project in the Kirby/Brake/Cox Residential Area.

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 excess 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	79

Table 8 - 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.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

This section summarizes the affordable housing goals for the PY21 Action Plan

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

Table 9 - 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 10 - 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

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

Introduction

This section describes the activities planned during the PY21 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 2021 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.

In PY20 CV-CARES Act Funding was allocated to Metrocrest Services and Woven medical clinic to assess and address the needs of homeless persons. The funding allocated in PY20 will carry through in PY21.

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

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

Introduction:

Carrollton updated its Analysis of Impediments (AI) to Fair Housing in the fall of 2020. The AI identified the following impediments:

1. The city's zoning and land use code could be improved to better align with best practices and minimize the potential for disparate treatment which affects people with disabilities.
2. Lack of affordable rental housing in Carrollton disproportionately impacts Hispanic residents and large families.
3. Residential credit difficult to access for minority households in Carrollton.

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

The updated AI made the following recommendations to address the identified impediments.

1. City incorporate an accommodation policy into the zoning and land use code to increase awareness and understanding of this policy.
2. Increase the inventory of affordable rentals in Carrollton by continuing to support the development of subsidized rentals which are affordable to residents earning less than \$25,000 up to \$50,000 per year.
3. Improve personal credit and financial literacy by working with nonprofit housing partners to offer Public Service Announcements and other forms of outreach regarding good lending decisions and how to be aware of predatory lending practices.
4. City should continue funding of home improvement and modification repair programs to assist low-income residents with home improvements, accessibility modifications, and repairs that they cannot afford or for which they cannot access residential credit from the private sector.

Discussion:

See above.

AP-85 Other Actions – 91.220(k)

Introduction:

This section reports additional efforts the City will undertake during the PY21 Action Plan 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.