



Proposed Annual Action Plan of the Consolidated Plan For the 2018-2019 Program Year

Narrative & Budget Summary

**Prepared by the City Manager's Office
Housing and Community Development (HCD) Division**





INTRODUCTION

The federal government requires that an Annual Action Plan be submitted to the U.S. Department of Housing and Urban Development (HUD) before the City can receive certain federal funds, including funds under the following programs: HOME Investment Partnerships Program (HOME); Community Development Block Grant Program (CDBG); and Housing Opportunities for Persons with AIDS Program (HOPWA).

The 2018-2019 estimated allocations from HUD to the City for these programs are:

HOME	\$	687,807.00
CDBG	\$	1,580,452.00
HOPWA	\$	7,209,708.00

The following sections outline the specific funding requests and recommendations for each program category.

HOME Investment Partnerships (HOME)		
PROPOSED ACTIVITIES 2018-2019 HOME BUDGET	\$	687,807.00
CHDO Set Aside	\$	103,171.05
Housing Rehabilitation/Replacement	\$	-
Purchase Assistance	\$	485,855.25
Administration	\$	68,780.70
Project Delivery	\$	30,000.00

CHDO SET-ASIDE: The City is required to set-aside 15% of its annual HOME Program allocation for an eligible nonprofit called a Community Housing Development Organization (CHDO). A CHDO is a private nonprofit that has staff with the capacity to develop affordable housing in the community they serve. Eligible set-aside activities include: the acquisition and /or rehabilitation of rental housing; new construction of rental housing; acquisition and / or rehabilitation of homebuyer properties; or new construction of homebuyer properties. A formal RFP process will be used to select the CHDO to receive the assistance in the form of a 0% interest forgivable loan.

HOUSING REHABILITATION/REPLACEMENT: Funds will be used to provide assistance to eligible homeowners within the City's target area of N.W. 7th Avenue on the east; Broward Boulevard on the south; I-95 on the west; and Sunrise Boulevard on the north. Funds will be used to make necessary improvements to ensure that the home is safe and meets current code requirements and reconstruction when units are beyond repair. Eligible improvements include, but are not limited to, roofing, electrical, plumbing, windows, ac/heating, ADA compliance and other structural items. The assistance is in the form of a 0% interest deferred loan for fifteen years with a maximum amount of \$205,000 for reconstruction and up to \$60,000.00 for improvements.

PURCHASE ASSISTANCE: Funds will be used to provide purchase assistance to qualified homebuyers for down payment assistance, closing cost assistance and/or principal reduction. Funds may be used to purchase a newly constructed or existing home including but limited to single-family homes, town homes, villas or community land trust properties. The maximum award per unit is \$75,000.00. The purchase price limit is \$259,900. The assistance is in the form of a 0% interest deferred loan for fifteen years.

The HOME homeownership value limits for the HOME units is 95% of the median purchase price for the area based on Federal Housing Administration (FHA) single family mortgage program data.

ADMINISTRATION: The City is permitted to use 10% of its annual HOME allocation and 10% of HOME program income for administrative and planning costs.

The City further requests to use the High Cost 221(d)(3) limits for the HOME Program or the maximum allowable limits permitted by HUD. Additionally, in order to be assisted through the HOME Program, the cost of the property cannot exceed \$285,000.

Community Development Block Grant (CDBG)	
PROPOSED ACTIVITIES FOR 2018-2019 BUDGET:	\$ 1,580,452.00
CDBG ACTIVITIES	
<u>REQUESTING AGENCIES</u>	RECOMMENDATIONS
	FY 2018-2019
<u>CDBG ADMINISTRATION AND PROGRAM INCOME</u>	
General Administration	\$ 316,090.40
Rehabilitation Administration (i.e., Project Service Delivery Costs)	\$ 275,000.00
Anticipated CDBG Program Income (projected earnings)	NA
* The General Administration cap cannot exceed 20%. The Rehabilitation Administration is commonly known as project delivery costs. The Anticipated Program Income is not guaranteed. If the City does receive program income, those funds must be expended first.	
Programmatic Funds	\$ 989,361.60
<u>HOUSING PROGRAMS</u>	
Barrier-Free	\$ -
Rehabilitation	\$ -
<u>NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA) *</u>	
Housing Opportunities, Mortgage Assistance & Effective Neighborhood Solution, Inc. (H.O.M.E.S., INC)	\$ 125,000.00
Mounth Bethel Human Services Corporation	\$ 50,000.00
* There is no minimum or maximum cap in this category.	

City Community Investment Plan

1. New Riverland Multipurpose Field Lighting	\$	500,000.00
2. TBD for future projects	\$	137,361.60

* There is no minimum or maximum cap in this category.

PUBLIC SERVICE ACTIVITIES*

Broward Partnership for the Homeless, Inc. (BPHI)	\$	37,000.00
Jack and Jill	\$	37,000.00
South Florida Institute on Aging	\$	36,000.00
Women In Distress	\$	37,000.00
HOPE Fair Housing Center	\$	30,000.00

* The total amount of Public Service funding provided cannot exceed 15% of the total CDBG Allocation.

HOUSING PROGRAMS

BARRIER-FREE: This program is designed to remove barriers, improve accessibility for the elderly (62 years of age or older) and disabled persons, and to provide for health and safety repairs. The maximum award per unit is \$50,000. *Since the State Housing Initiatives Partnership (SHIP) Program, requires a mandatory set aside for special needs assistance, we recommend not setting aside barrier-free funds through the CDBG Program.*

REHABILITATION: Funds will be used to make emergency plumbing, roofing, electrical and structural repairs to owner occupied homes in the areas of greatest need. It is our plan to identify at least two streets and provide repairs to those homes. The maximum award per unit is \$205,000. *Since staff proposes to fund rehabilitation through the State Housing Initiatives Partnership (SHIP) Program, we recommend not setting aside rehabilitation funds using the CDBG Program.*

NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA)

The purpose of this Neighborhood Revitalization Strategy Area (NRSA) is to continue the efforts of the past years to revitalize the northwest quadrant of the City. The boundaries for the NRSA are: N.W. 7th Avenue on the east; Broward Boulevard on the south; I-95 on the west; and Sunrise Boulevard on the north. The target area has been designed to be of manageable and efficient size, so that proposed activities can be accomplished within a five-year time frame.

1. HOUSING OPPORTUNITIES, MORTGAGE ASSISTANCE & EFFECTIVE NEIGHBORHOOD SOLUTIONS, INC.(H.O.M.E.S., Inc.): Funds will be used for their supportive housing and self-sufficiency program under the transitional independent living (TIL) program for youth aged out of foster/ relative care. This program provides support services to at risk youth to prevent homelessness through employability skills training, internships and job placements (temporary and permanent), financial literacy education and emergency assistance for food and transportation.

Funding Request for this Activity: \$125,000.00

Participants to be served: 16

2. MOUNT BETHEL HUMAN SERVICES CORPORATION (Family Resource Center): The funding will be used to benefit low and moderate-income families through the services provided by the agency. Funding received will go toward staff cost and for administering the programs (food pantry, afterschool and employment assistance) that serve the families in the targeted area

Funding Request for this Activity: \$50,000

Participants to be served: 85

OTHER CDBG ACTIVITIES

CITY COMMUNITY INVESTMENT PLAN PROJECTS: Funds projects within CDBG eligible areas, including infrastructure and neighborhood match portions for the City's Neighborhood and Business Capital Improvement Plan Program (NCIP/BCIP).

1. **CITY OF FORT LAUDERDALE:** This project is for the installation of new energy efficient lighting on the Riverland Park multipurpose ball field. The field has 150 x 150 yards of lights around the perimeter. The park cannot be used at night due to the lack of lighting. The lighting has been requested by the neighborhood and the youth athletic organizations. Installing the lighting would increase the neighborhood's use of Riverland Park multipurpose ball fields.

Funding Recommendation for this Activity: \$500,000

2. **City of Fort Lauderdale: To Be Determined (TBD)**

Funding Recommendation for this Activity: \$137,361.60

PUBLIC SERVICE ACTIVITIES

The Public Service agencies that carry out these activities are recommended for funding by the Community Service Board (CSB). While there is not a minimum threshold on funding for Public Service activities, HUD requires that no more than 15% of CDBG funds be used toward this activity.

1. **BROWARD PARTNERSHIP FOR THE HOMELESS (BPHI):** Funds will be used to provide continued operation of the homeless assistance center on Sunrise Boulevard. Funds will be used for operation activities that include: maintenance, operation, insurance, utilities and furnishings; and operating costs which include administration, maintenance, repair and security of such housing, utilities, fuels, furnishings, and equipment.

Funding Recommendation for this Activity: \$37,000

Participants to be served: 700 - 800

2. **JACK and JILL:** Funds will be used to provide at-risk families intensive parent education, support services, and individual and family therapy. The early childhood education program focuses on enabling children to grow physically, emotionally, and socially in a safe, caring environment using age-appropriate methods of cognitive growth.

Funding Recommendation for this Activity: \$37,000.00

Participants to be served: 11 - 17

3. **South Florida Institute on Aging:** Funds will be used to address the national goal that benefits low and moderate income persons programming services for senior citizens. The senior companion volunteers program provides individualized services to assist frail, elderly and disabled adult participants to reduce isolation, positively impact their mental health, improve their quality of life, and assist them to maintain dignity and live independently as long as possible. The program is designed to match a client in need of services who lives within 5-10 miles of the recruited volunteer. This is to include the hiring of 8 to 12 senior companions to provide care for 50 -59 homebound seniors.

Funding Recommendation for this Activity: \$36,000.00

Participants to be served: 50-59

4. **WOMEN IN DISTRESS, INC.:** Funds will be used to address the national goal that benefits low and moderate-income households. Women in Distress (WID) is the only nationally accredited, state certified full service domestic violence shelter in Broward County. WID provides emergency shelter and services to survivors fleeing domestic violence in CDBG eligible service area. Survivors are provided shelter for up to 90 days including food, transportation, emergency personal supplies, clothing, advocacy services, therapy, and counseling.

Funding Recommendation for this Activity: \$37,000.00

Participants to be served: 50

5. **HOUSING OPPORTUNITIES PROJECT FOR EXCELLENCE, INC. (a.k.a. HOPE Fair Housing Center):** HUD requires that every municipality fund fair housing activities annually. HOPE Fair Housing Center provides fair housing education and outreach to residents of the City on fair housing issues, rights and remedies. They will also address and update the City's Analysis of Impediments (AI) to Fair Housing.

Funding Recommendation for this Activity: \$30,000

Outcome: Fair Housing Workshops and other activities

CDBG ADMINISTRATION

GENERAL ADMINISTRATION: Funds will be used for program administrative costs related to planning, execution of community development activities and sub-recipient monitoring. The City is limited to 20% of its CDBG annual allocation for general administrative costs. With the reduced overall funding levels for HUD programs, the full 20% of administration funding is required in order to not have an impact on the City's general fund.

REHABILITATION ADMINISTRATION: This line item is known commonly as project service delivery costs. Funds will be used to cover salaries and benefits of eligible HCD staff that work within the CDBG and HOME programs. The type of eligible costs under this category is costs for the housing inspectors and staff that perform underwriting duties.

Housing Opportunities for Persons with AIDS (HOPWA)

PROPOSED ACTIVITIES FOR 2018-2018 BUDGET:	\$	7,209,708.00
HOPWA ACTIVITIES		
<u>REQUESTING AGENCIES</u>	RECOMMENDATIONS	
		FY 2018-2019
➤ Administration	\$	216,291.24
➤ Homeless Management Information System	\$	70,000.00
➤ Housing Quality Standards Inspector	\$	97,000.00
➤ Go Section 8 Database	\$	3,000.00

➤ Programmatic Funds		\$ 6,823,416.76
Broward House	\$ 3,291,657.00	
1. Facility Based Housing	\$ 1,223,721.00	
2. Project Based Rental Assistance	\$ 806,564.00	
3. Tenant Based Rental Voucher	\$ 1,261,372.00	
Broward Regional Health Planning Council	\$ 1,928,737.00	
1. Permanent Housing Placement (PHP)	\$ 310,247.00	
2. Short Term Rent, Mortgage and Utilities (STRMU)	\$ 506,500.00	
3. Tenant Based Rental Voucher	\$ 1,111,990.00	
Care Resources	\$ 262,000.00	
1. Non-Housing Supportive Services: HCM	\$ 262,000.00	
Legal Aid of Broward County	\$ 180,000.00	
1. Non-Housing Supportive Services: Legal Services	\$ 180,000.00	
Mount Olive Development Corporation	\$ 493,000.00	
1. Project Based Rental Assistance	\$ 493,000.00	
SunServe	\$ 328,000.00	
Non-Housing Supportive Services: HCM	\$ 328,000.00	
HOPWA uncommitted funds will be allocated based on future program needs	\$ 340,022.76	

FACILITY BASED HOUSING (FAC): Provision of housing in a multi-person, multi-unit residence designed as a residential alternative to institutional care; to prevent or delay the need for such care; and to provide a transitional setting with appropriate supportive services. With facility based housing, the expectation is that participants will be in need of some level of supportive services in order to maintain stability and receive appropriate levels of care. HOPWA regulations require the sponsor to certify that they will give residents an adequate level of support and work with qualified service providers, accessing such support in an ongoing manner. This includes all HOPWA housing expenditures, which provide support to facilities, including community residences, single room occupancy (SRO) dwellings, short-term or transitional facilities, and other housing facilities as approved by HUD.

Each client may only stay on the program for 365 days. If the client requires a longer stay, the agency must submit an extension request to the City. Requesting an extension does not mean an extension will be given. The City may grant a maximum of two 6 month extensions. Each resident must have a housing plan. A housing plan incorporates measurable tasks that will transition the client to another subsidy or self-sufficiency. Measurable tasks at 0-45 days to stabilize client, 46-90 days, 91-180 days, 181-270 days (at this point, client should be planning for transition), 271-365 days and on day 365 transition off to another subsidy or private housing. Provides resources to develop and operate community residences and other supportive housing.

SHORT-TERM, RENT, MORTGAGE & UTILITIES (STRMU): Funds will be used for this homeless prevention program to provide support for emergency financial assistance for payment of rent, mortgage and utilities. Rent or mortgage payments will be limited to 13 weeks per year per household with maximum of 39 weeks over life time. Participants may request a waiver for additional services units

that do not exceed 21 weeks. Payments will be made directly to the property owner/mortgage company and/or to the utility company. No payments are made directly to a client.

TENANT BASED RENTAL VOUCHERS (TBRV): Funds will be used to provide support to lower-income HIV/AIDS persons or families rental assistance to live in private, independent apartment units. The household assisted will be required to pay no more than 10% of its gross income or 30% of adjusted income for rent and utilities, whichever is greater. The voucher will pay the difference. A utility allowance will be used to determine utility costs. Payments will be made directly to the property owner or company and the designated utility company. No payments are made directly to a client.

PERMANENT HOUSING PLACEMENT (PHP): Funds will be used for this rapid re-housing program to provide participants with move in assistance and cost associated with obtaining permanent housing. This includes a) application fees and credit checks; b) first months, last months and security deposits (not to exceed two months' rent); c) security deposits are program funds that are returned to the program when the assisted client/tenant leaves unit; and d) one time utility connection fees and processing cost. Payments are made directly to the property owner or company. Utility connections will be disbursed directly to the utility company. No payments are made directly to a client.

PROJECT BASED RENTAL ASSISTANCE (PBR): Funds will be used to provide support for apartment units operated by nonprofit organizations for HIV/AIDS participants. Participants will be required to pay either 10% of gross income or 30% of adjusted income for rent and utilities whichever is greater. Payments are made directly to the property owner. Utility payments will be disbursed directly to the utility company. No payments are made directly to a client.

NON-HOUSING SUPPORTS: HOUSING CASE MANAGEMENT: Funds will be used to *provide* no direct financial assistance (i.e., no housing subsidy) to eligible participants. HOPWA activity includes 1) developing housing service plans that establishes or better maintains a stable living environment, 2) providing linkages to reduce the risk of homelessness, and 3) improving access to healthcare for *participants who are not receiving facility based housing, project based rental assistance or tenant based rental assistance services*. Provider shall 1) assists participants in applying for short term rent, mortgage and utility or permanent housing placement assistance, 2) assist participants *who are* transitioning from *facility based housing, project based rental assistance or tenant based rental assistance* programs to self-sufficiency, and 3) collaborate with the legal services Provider.

NON-HOUSING SUPPORTS: LEGAL SERVICES: Funds will used to provide no direct financial assistance (i.e., no housing eligible participants. HOPWA activity includes advocating on participants behalf. This program type is responsible for providing legal advice and/or direct legal representation to participants who were referred by non-housing subsidy case management program for the following issues a) eviction/foreclosures, b) three day notice, c) landlord tenant issues on executed (signed) leases and d) unit habitability. Provider may not represent participants who are challenging HOPWA termination for program violations.

HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS): Funds will be used to provide an automated service delivery system connecting HOPWA resources with the lead Continuum of Care Agency that manages health care services and support under the Ryan White Care Act.

ADMINISTRATION: HOPWA provides 3% of the total grant for administrative costs. These funds will be used to pay for staff, a sub-recipient monitoring firm, and office space to operate the HOPWA program.

Housing Quality Standards Inspector: Funds will be used to annually inspect approximately 500 units for compliance with HUDs' Housing Quality Standards (HQS) prior to approval of any new rental lease, move in assistance, homeless prevention assistance and/or new housing assistance payment (HAP) contract, as well as during the annual re-certification process. Complete the HUD-52580 report form for all initial, annual, failed and special inspections. Complete reports are made a part of participant's (tenant's) file.

Go Section 8 Database: Funds will allow HOPWA sub-recipients (i.e., Providers) to remain compliant with federal regulations by accessing the database to obtain rent-reasonable certifications and locate affordable housing units in Broward County.