



# **Proposed Annual Action Plan of the Consolidated Plan For the 2016-2017 Program Year**

## **Narrative & Budget Summary**

**Prepared by the Department of Sustainable Development  
Housing & 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 Partnership Program (HOME); Community Development Block Grant Program (CDBG); and Housing Opportunities for Persons with AIDS/HIV Program (HOPWA).

The 2016-2017 estimated allocations from HUD to the City for these programs are:

<b>HOME</b>	<b>\$ 471,564.00</b>
<b>CDBG</b>	<b>\$ 1,475,549.00</b>
<b>HOPWA</b>	<b>\$ 7,136,480.00</b>

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

### HOME Investment Partnerships (HOME)

<b>PROPOSED ACTIVITIES 2016-2017 HOME BUDGET</b>	<b>\$471,564.00</b>
<b>CHDO Set Aside</b>	<b>\$ 70,734.60</b>
<b>Housing Rehabilitation/Replacement</b>	<b>\$0.00</b>
<b>Purchase Assistance</b>	<b>\$353,673.00</b>
<b>Administration</b>	<b>\$ 47,156.40</b>

**CHDO SET ASIDE:** The City is required to set-aside 15% of its annual HOME allocation for an eligible Community Housing Development Organization (CHDO). These non-profit organizations are committed to develop affordable housing in the communities they serve. A formal RFP process will be used to select the CHDO(s), which will receive the assistance. CHDO assistance may be provided in the form of a no interest loan, low interest loan and/or forgivable loan.

**HOUSING REHABILITATION/REPLACEMENT:** Funds will be used to provide assistance to eligible homeowners throughout the City to bring their homes up to standard condition and to construct new homes for eligible homeowners whose units are beyond repair. These funds will be targeted in areas that support addressing code concerns and other City projects. Rehabilitation assistance is also available to assist non-profit owners of single and multi-family properties, serving eligible clients. The assistance will be provided in the form of 0% interest deferred loans. The maximum award per unit is \$205,000.

Since staff proposes to fund rehabilitation through the State Housing Initiative Partnership (SHIP) Program, we recommend not setting aside rehabilitation funds using the HOME Program.

**PURCHASE ASSISTANCE:** Funds will be used to provide purchase assistance to qualified homebuyers in the form of First Mortgage Loans, deferred payment Second Mortgages, and infill housing assistance that is paid directly to the developer. Second mortgage assistance can be applied toward down payment, closing costs and or principle reduction for the purchase of eligible owner-occupied housing, which includes single-family homes, town homes and villas. These funds will be targeted in areas that support addressing code concerns and other City projects. The maximum award per unit is \$75,000. The maximum award per City-owned infill housing unit is \$140,000.

**ADMINISTRATION:** The City is permitted to use 10% of its annual HOME allocation for administration and sub-recipient monitoring of HOME programs.

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.

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### Community Development Block Grant (CDBG)

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**PROPOSED ACTIVITIES FOR 2016-2017 BUDGET:** **\$ 1,475,549.00**

<u>CDBG ACTIVITIES</u> <u>REQUESTING AGENCIES</u>	<u>FUNDING RECOMMENDATIONS</u> <u>FOR 2016 – 2017</u>
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**HOUSING PROGRAMS**

- |                  |                |
|------------------|----------------|
| • Barrier-Free   | \$ <u>0.00</u> |
| • Rehabilitation | \$ <u>0.00</u> |

**NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA) \***

- |  |                      |
|--|----------------------|
| • Housing Opportunities, Mortgage Assistance & Effective Neighborhood Solutions, Inc. (H.O.M.E.S., Inc.) | \$ <u>175,000.00</u> |
| • Mount Bethel ( <i>Childcare Assistance Program and Family Resource Center</i> )                        | \$ <u>200,000.00</u> |

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

**OTHER CDBG ACTIVITIES**

- |  |                        |
|--|------------------------|
| • Community Redevelopment Agency                       | \$ <u>100,000.00</u>   |
| • Public Works Department ( <i>CIP/NCIP Projects</i> ) | \$ <u>208,644.20**</u> |
| 1. Golden Heights Homeowners Association (P11799)      |                        |
| 2. Rock Island Community Development (P11801)          |                        |
| 3. Lauderdale Manors Homeowners Association (P11802)   |                        |
| 4. Golden Heights Homeowners Association (P11959)      |                        |
| 5. Lauderdale Manors Homeowners Association (P11963)   |                        |
| 6. Americans With Disabilities Act (ADA) Projects      |                        |
| • Grace Community Development Corporation              | \$ <u>120,000.00</u>   |

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

\*\* The remaining funds needed to bring this activity up to \$500,000 will take place via a CDBG Program Amendment

**PUBLIC SERVICE ACTIVITIES\***

- |  |                     |
|--|---------------------|
| • Broward Partnership (Homeless Assistance Center) | \$ <u>31,149.00</u> |
| • Care Resources                                   | \$ <u>10,606.00</u> |

• Delta Education and Life Foundation	\$ <u>15,000.00</u>
• Impact Broward	\$ <u>25,040.00</u>
• HOPE Fair Housing Center	\$ <u>30,000.00</u>
• Jack & Jill Children's Center	\$ <u>45,000.00</u>
• Junior Achievement of South Florida, Inc.	\$ <u>20,000.00</u>

*\* The total amount of Public Service funding provided cannot exceed 15% of the total CDBG Allocation which is projected to be \$177,065.00.*

#### **CDBG ADMINISTRATION**

• General Administration	\$ <u>295,109.80</u>
• Rehabilitation Administration	\$ <u>200,000.00</u>

*\* The General Administration cap cannot exceed 20%. The Rehabilitation Administration is commonly known as project delivery costs.*

#### **CDBG PROGRAM INCOME**

• Anticipated CDBG Program Income (projected earnings)	\$ <u>200,000.00</u>
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*\* The Anticipated Program Income is not guaranteed. If the City does receive program income, then those funds must come back to the City Commission for award.*

### **HOUSING PROGRAMS**

**BARRIER-FREE:** This program is designed to remove barriers, improve accessibility to 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 Initiative 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 are used to make emergency plumbing, roofing, electrical and structural repairs to owner occupied homes occupied in the areas of greatest need. It is our plan to identify at least two (2) 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 Initiative 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.

**HOUSING OPPORTUNITIES, MORTGAGE ASSISTANCE & EFFECTIVE NEIGHBORHOOD SOLUTIONS, INC. (H.O.M.E.S., Inc.):** H.O.M.E.S., Inc. is seeking funding to support their Supportive Housing and Self Sufficiency Program under the Transitional Independent Living (TIL) Program for youth aged from 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: \$175,000.00**

**Clients to be served: 16**

**MOUNT BETHEL (Family Resource Center):** Is a one-stop service provider. Funds will provide low-income Fort Lauderdale families who meet prescribed criteria neighborhood-based support services which include, but not limited to, case management, information and referral, housing referrals, homelessness, substance abuse referrals, youth prevention programs, parenting education and support,

diversion services, furniture, food and clothing assistance for residents considered to be “in crisis”, and employability/self-sufficiency training.

**Funding Request for this Activity: \$200,000.00**

**Clients to be served: 75**

### **OTHER CDBG ACTIVITIES**

**COMMUNITY REDEVELOPMENT AGENCY (CRA) PROGRAMS:** The City shall support eligible community development projects, housing projects and/or economic development projects within the Central City CRA and NWPF CRA; and assist with their job creation efforts.

**PUBLIC WORKS DEPARTMENT PROJECTS:** Funds are utilized to address public works projects which include, but are not limited to: Business Capital Improvement Program (BCIP), Capital Improvement Program (CIP), and the Neighborhood Capital Improvement Program (NCIP). The projects identified are as follows:

1. Golden Heights Homeowners Association (Project 11799) – \$35,000  
The project scope is for the installation of pavers at entrances to the Golden Heights community (tentatively proposed NW 16 Street and 27 Avenue; NW 16 Court and 27 Avenue; and 16 Street and 23 Street).
2. Rock Island Community Development (Project 11801) – \$35,000  
The project scope is for 15 decorative street posts with street sign names and logo in the Rock Island community.
3. Lauderdale Manors Homeowners Association (Project 11802) – \$35,000  
The project scope is for the installation of brick paver crosswalks on Northwest 15 Avenue.
4. Golden Heights Homeowners Association (Project 11959) – \$35,000  
The project scope is for traffic calming on NW 16 Street between NW 24 Street and 27 Avenue; and NW 16 Court between NW 24 Avenue and NW 27 Avenue.
5. Lauderdale Manors Homeowners Association (Project 11963) – \$35,000  
The project scope is for decorative street posts with street sign names and logo in the Lauderdale Manors community.
6. Americans With Disabilities Act (ADA) Projects – \$325,000  
Projects to be determined by Public Works

**GRACE COMMUNITY DEVELOPMENT CORPORATION:** Grace CDC is requesting funding to complete the rehabilitation of the property they own located at 1646 NE 12<sup>th</sup> Terrace, Fort Lauderdale.

### **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.

**HOUSING OPPORTUNITIES PROJECT FOR EXCELLENCE, INC. (a.k.a. HOPE Fair Housing Center) – Fair Housing Activities:** 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. HOPE Fair Housing Center 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**

**BROWARD PARTNERSHIP FOR THE HOMELESS:** 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: and utilities, fuels, furnishings, and equipment.

**Funding Recommendation for this Activity: \$31,419.00**

**Clients to be served: 600 - 700 clients**

**CARE RESOURCES:** Funds will be used to address the national goal of providing Emergency Shelter & Food (ESF) programming to the low to middle income persons living in Fort Lauderdale. Eligible clients will be provided hotel and/or food vouchers.

**Funding Recommendation for this Activity: \$10,606**

**Clients to be served: 150 - 200 clients**

**DELTA EDUCATION AND LIFE DEVELOPMENT FOUNDATION:** The education program called Growing and Empowering Myself Successfully (GEMS) focuses on young African-American young ladies ages 14 to 18. The program provides guidance and support for young ladies to instill the need for academic excellence, provide tools for academic success, assist in proper goal setting/planning for their future, and actively involve them in service advocacy and community service opportunities.

**Funding Recommendation for this Activity: \$15,000.00**

**Clients to be served: 150 - 200 clients**

**IMPACT BROWARD:** 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 clients 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.

**Funding Recommendation for this Activity: \$25,040.00**

**Clients to be served: 40 unduplicated clients weekly**

**JACK AND JILL CHILDREN'S CENTER:** 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. The comprehensive parent program is designed to strengthen at-risk families by providing intensive parent education, support services, and individual and family therapy.

**Funding Recommendation for this Activity: \$45,000.00**

**Clients to be served: 11 - 17 clients**

**JUNIOR ACHIEVEMENT of SOUTH FLORIDA:** The 5<sup>th</sup> grade education program focuses on presenting curriculum that leads students through the study of business principles, career exploration, banking procedures, business decisions and economic terms. Students participate in the job interview process for one of the many positions available at JA BizTown. Teachers, trained by Junior Achievement, are provided with a complete guide including lesson plans, discussion points, tests, handouts, transparencies, posters, etc.

**Funding Recommendation for this Activity: \$20,000.00**

**Clients to be served: 700-800 clients**

### **CDBG ADMINISTRATION**

**GENERAL ADMINISTRATION:** Funding 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 delivery costs. It is 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 performs underwriting duties.

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### **Housing Opportunities For Persons With HIV/AIDS (HOPWA)**

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**PROPOSED ACTIVITIES 2016-2017 HOPWA BUDGET: \$ 7,136,480.00**

**RECOMMENDED FUNDING  
FOR 2016 – 2017**

➤ Administration	<b>\$ 214,094.40</b>
➤ Homeless Management Information System	<b>\$ 70,000.00</b>
➤ Programmatic Funds	<b>\$ 6,852,386.00</b>
• Broward House (\$3,68,657.00)	
1) Facility Based Housing – \$1,223,721	
2) Project-Based Rental Assistance – \$726,564.00	
3) Tenant-Based Rental Voucher – \$1,438,372.00	
• Broward Regional Health Planning Council (\$2,219,905.00)	
1) STRMU-PHP – \$919,247.00	
2) Tenant-Based Rental Voucher – \$1,300,658.00	
• Care Resources	
1) Non-Housing Supportive Services: Housing Case Management – \$262,412.00	
• Legal Aid of Broward County	
1) Non-Housing Supportive Services: Legal Services – \$180,000.00	
• Mount Olive Development Corporation	
1) Project-Based Rental Assistance – \$493,000.00	
• SunServe	
1) Non-Housing Supportive Services: Housing Case Management – \$328,412.00	

**FACILITY BASED HOUSING (FAC):** Provision of housing in a multi-person, multiunit 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 dwellings, short-term or transitional facilities, 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 extension request 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. 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 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):** Continued 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. Clients may request a waiver for additional services units that do not exceed 21 weeks. Payments are be made directly to the landlord or mortgage company. No payments are made directly to a client. Utility payments and will be disbursed directly to the utility company.

**TENANT VOUCHERS HOUSING / CLIENT-BASED:** Continued support to provide 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 are be made directly to the landlord or mortgage company. No payments are made directly to a client. Utility payments and will be disbursed directly to the utility company.

**PERMANENT HOUSING PLACEMENT:** Continue to provide clients with move in assistance and cost associated with obtaining permanent housing that include 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; d) One time utility connection fees and processing cost. Payments are be made directly to the landlord company. No payments are made directly to a client. Utility connections and will be disbursed directly to the utility company.

**PROJECT-BASED RENTAL ASSISTANCE:** Continued support for apartment units operated by nonprofit organizations for HIV/AIDS clients. Clients will be required to pay either 10% of gross income or 30% of adjusted income for rent and utilities whichever is greater. Payments are be made directly to the landlord or mortgage company. No payments are made directly to a client. Utility payments and will be disbursed directly to the utility company.

**NON-HOUSING SUPPORTS: HOUSING CASE MANAGEMENT:** Continue to *provide* no direct financial assistance (i.e., no housing subsidy). Responsible for developing housing service plans that establish or



better maintain a stable living environment in housing that is decent, safe, and sanitary, reduce the risk of homelessness, and improve access to healthcare for *clients who are not receiving FAC, PBR or TBRV services*. Provider assists to clients in applying for STRMU or PHP assistance. Continue shall collaborate with the Provider who provides Legal services. *Provider may assist clients who are transitioning off FAC, PBR or TBRV subsidy to self-sufficiency.*

**NON-HOUSING SUPPORTS: LEGAL SERVICES:** Continue to provide no direct financial assistance (i.e., no housing subsidy). HOPWA activity includes advocating on clients behalf. This program type is responsible for providing legal advice and/or direct legal representation to clients who were referred by Non-Housing Subsidy Case Management program for the following issues a) Eviction/Foreclosures, b) Three Day notice, c) Land Lord Tenant issues on executed (signed) leases and d) Unit Habitability. Provider may not represent clients who are challenging HOPWA termination for program violations.

**HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS):** 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.