



One-Year Action Plan Fiscal Year 2019-20

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Executive Summary

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

1. Introduction

The One-Year Action Plan was prepared by the Volusia County Community Assistance Division, Housing and Grants Activity. This is the finalized version that is being submitted to the U.S. Department of Housing and Urban Development on August 15, 2019. The document is available at the following locations:

- All Volusia County Library locations;
- Community Assistance Orange City office;
- Community Assistance New Smyrna Beach office;
- Community Assistance DeLand office; and
- Online at www.volusia.org/reports.

Questions and comments about the plan or inquiries on how to view the plan should be addressed to the Community Assistance Housing and Grants Administration staff.

The One-year Action Plan is a planning document required by HUD. This document is part of the consolidated planning process for Volusia County. This plan functions as an update to the five-year plan and serves as an application for annual federal funds under HUD's formula grant programs. The One-Year Action Plan summarizes Volusia County's strategies and provides interested parties an understanding of the planned housing and community development activities that will be implemented during the next fiscal year.

Volusia County's FY 2015-19 Consolidated Plan established a strategic course of action for housing and community development in Volusia County. The five-year plan relates to the Volusia County entitlement community which excludes Daytona Beach, Deltona, Oak Hill, Ponce Inlet and Port Orange. Beginning in the previous plan, 2018-19, the entitlement community also excludes the Town of Pierson. The Consolidated Plan described needs, goals and objectives of the County of Volusia in implementing federally funded programs. This plan covers a five-year period that began on October 1, 2015 (Fiscal Year 2015 - 2016) and will end on September 30, 2020 (Fiscal Year 2019 - 2020). An annual update or action plan is due to HUD annually by August 16. The plan was developed pursuant to Federal guidelines found at 24 CFR 91. Funding received through this application from the U.S. Department of Housing and Urban Development (HUD) makes a substantial impact on serving the needs of very low-income, low-income, moderate-income, homeless and special needs populations in Volusia County. This plan provides information

regarding the needs of residents in Volusia County and how the programs funded through HUD will be administered to meet those needs.

The plan was developed under the Volusia County's citizen participation process and is designed to be a cooperative course of action to facilitate the participation of all residents in the identification and assessment of community development needs. Residents and service providers were provided the opportunity and encouraged to participate in identifying community priority needs, activities and projects to be funded with Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Shelter Grant (ESG) funding.

There are ten (10) municipalities participating in Volusia County's CDBG program; each municipality has signed a three-year cooperation agreement with the County outlining the partnership and roles. The County's participating municipalities include: Daytona Beach Shores, DeBary, DeLand, Edgewater, Holly Hill, Lake Helen, Orange City, Ormond Beach, New Smyrna Beach, and South Daytona. Additional CDBG funds are allocated to the community development needs of the unincorporated areas of Volusia County. The boundaries of all three programs as of the 2017-18 program year are illustrated in the following three maps. The boundary maps do not yet show the exclusion of Pierson from the entitlement community.

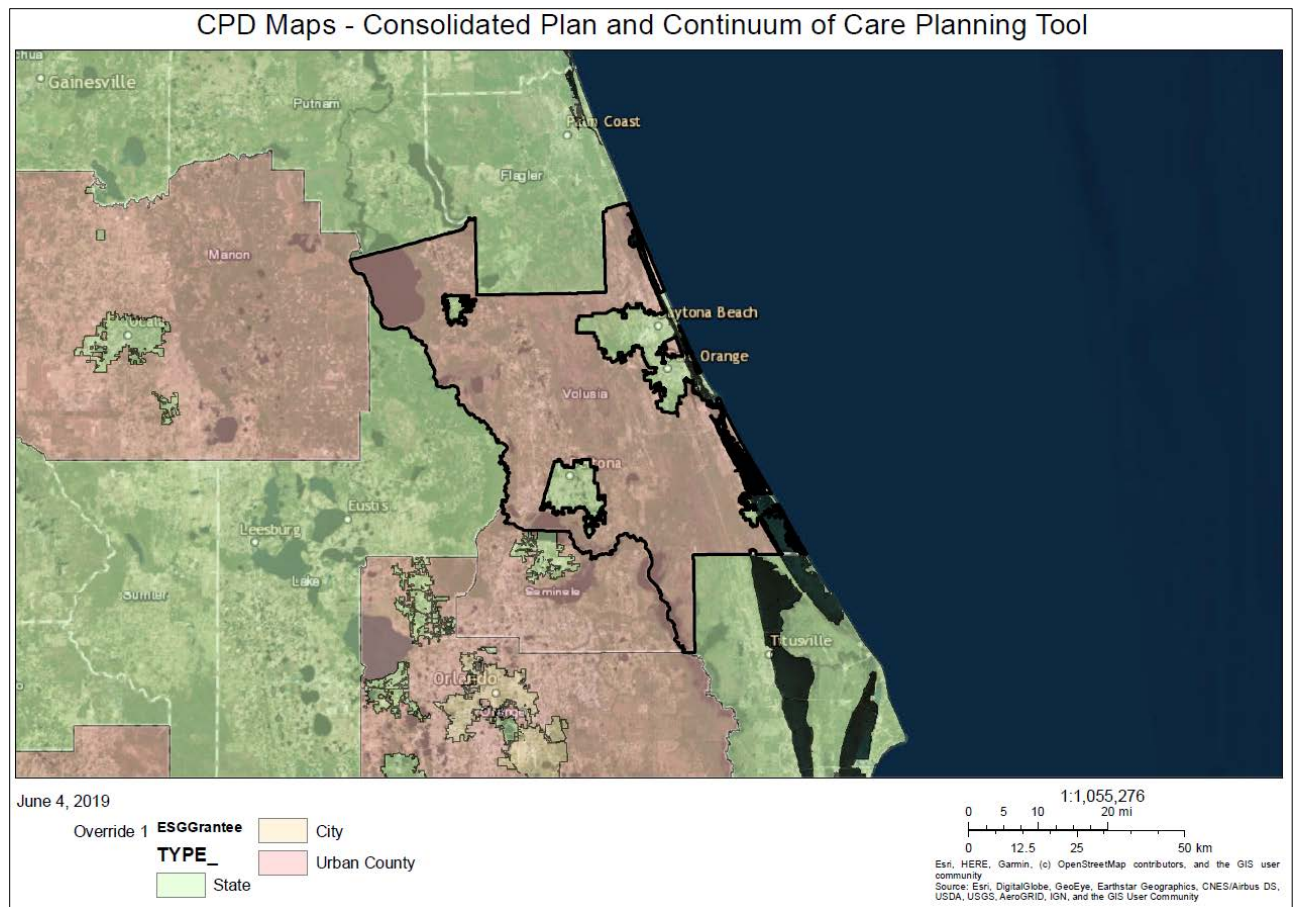


Figure 1 – ESG Jurisdiction Boundaries

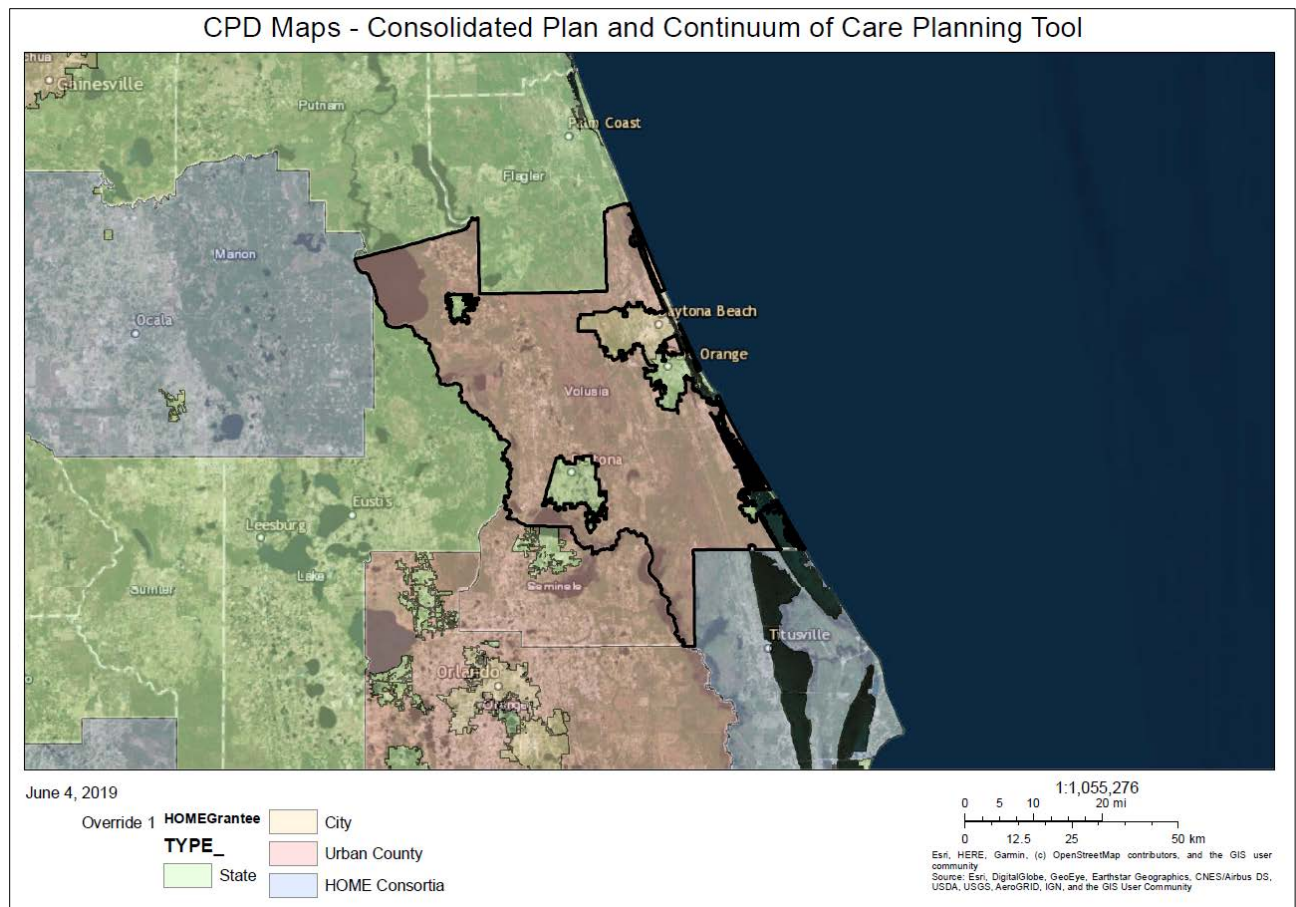


Figure 2 - HOME Jurisdiction Boundaries

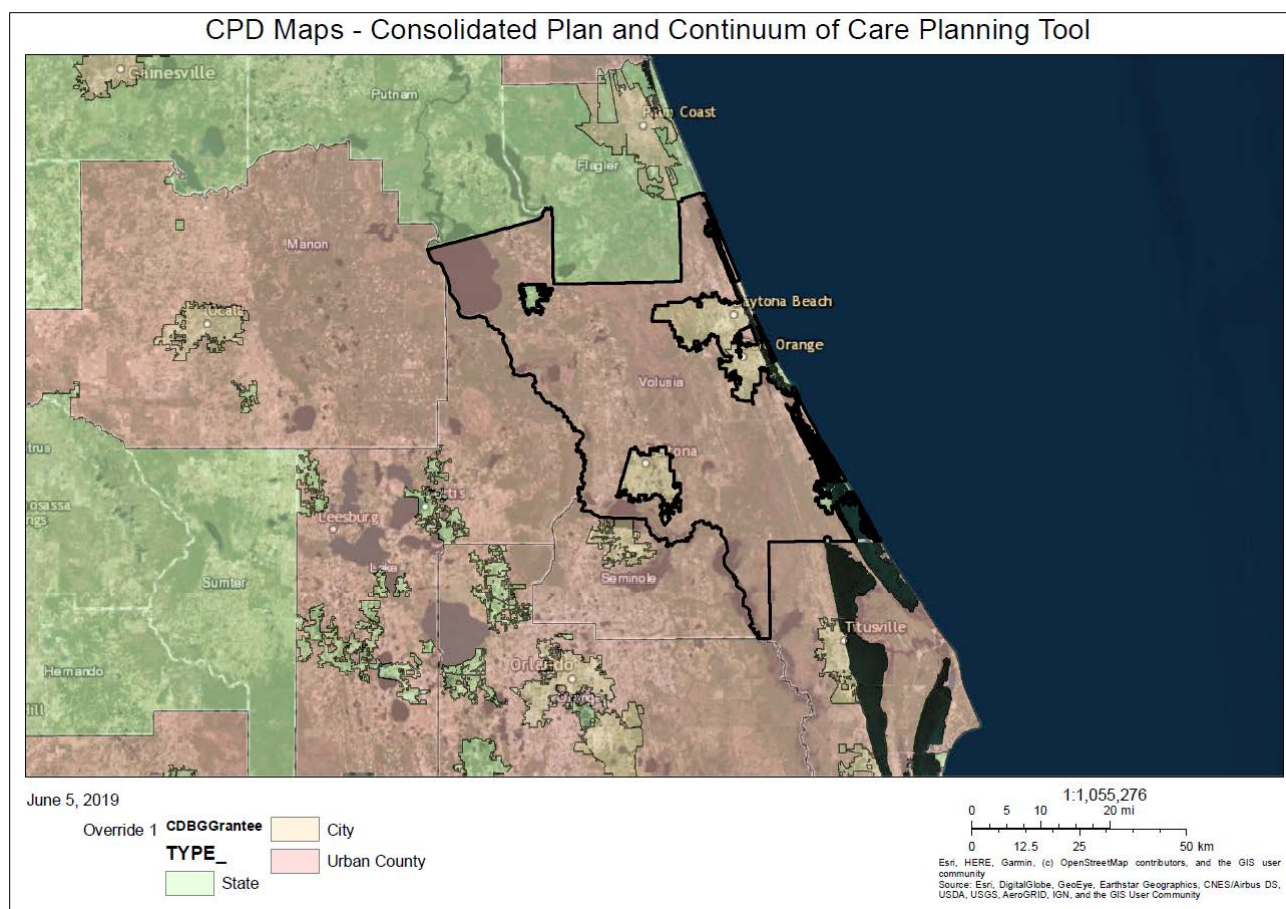


Figure 3 - CDBG Jurisdiction Boundaries

2. Summarize the objectives and outcomes identified in the Plan

A consolidated plan was developed that focuses on five priority needs within our community. Three of the five priority needs identified have been documented as "high" priority for these formula grants. The One-Year Action Plan seeks to continue to address identified needs. A total of 16 goals were established in the Consolidated Plan. The additional goals of homelessness prevention and administration, street outreach, Homeless Management Information System (HMIS), and emergency shelter were added during the 2018-19 program year through the One-Year Action Plan and substantial amendments to the One-Year Action Plan. This plan adds an additional goal of rental/transitional housing - non-CHDO. For fiscal year 2019-20 activities are proposed for funding which support 12 of the 21 established goals, all of which address the three high priority needs identified. Each goal along with the associated outcomes expected is explained in AP-20; a summary table is shown on the following page.

Goal	Priority Need(s) Addressed	Proposed 1 Year Accomplishments	Proposed 1 Year Budget	Proposed Funding Source
Public infrastructure	Non-housing community development and/or Non-homeless special needs	18,521	\$666,998	CDBG
Public facilities		15,401 Persons	\$350,141	CDBG
Public services	Homeless and/or Non-housing community development	4,995 Persons	\$69,307	CDBG
Emergency shelter rehabilitations	Homelessness	N/A	\$0	N/A
Code enforcement	Affordable housing	N/A	\$0	N/A
Public housing modernizations	Public Housing	N/A	\$0	N/A
Rehabilitation administration	Affordable housing	N/A	\$0	N/A
Homeowner housing – rehabilitation	Affordable housing	N/A	\$0	N/A
Homeowner housing - creation of additional units		2 Homeowners	\$314,315	HOME
Homebuyer assistance		8 Homebuyers	\$202,413	HOME
Rental housing - creation of rental units		1 Housing Unit	\$125,000	HOME
Rental/transitional housing – non-CHDO		1 Housing Unit 4 Housing Units	\$100,000 \$382,784	HOME CDBG
CHDO operating funds		N/A	\$0	N/A
Rental housing – Tenant based rental assistance		N/A	\$0	N/A
Rapid re-housing and administration	Homelessness	5 Households	\$78,759	ESG
Homeless prevention and administration	Homelessness	5 Households	\$78,758	ESG
Street Outreach	Homelessness	N/A	\$0	N/A
Homeless Management Information System	Homelessness	N/A	\$0	N/A
Emergency Shelter	Homelessness	N/A	\$0	N/A
HOME administration, planning and fair housing	Affordable Housing	N/A	\$73,632	HOME
CDBG general administration	All priority needs	N/A	\$367,307	CDBG

Table 1 – Goal and Outcome Summary

3. Evaluation of past performance

Community Assistance will measure performance outcomes for CDBG, HOME, and ESG under the Consolidated Annual Performance Evaluation Report (CAPER) which captures progress towards meeting five-year goals and objectives. The CAPER provides a comprehensive review of past performance of Volusia County and its subrecipients both as to the level of expenditures and accomplishments for the formula grants. In FY 2017-18, Volusia County generally achieved its performance goals, the CAPER was reviewed by the HUD area office, and has been accepted. The current fiscal year, 2018-19, is still underway and a CAPER will be completed in December of 2019. Community Assistance also conducts self-evaluations of performance, and timeliness of expenditures and commitments on an on-going basis. To date, during the current year the following CDBG projects have been completed successfully: two neighborhood facilities, five park improvements, one lift station rehabilitation, four street and sidewalk improvements, one public service, and a public housing modernization. Additionally, several projects are currently underway: one neighborhood facility, three park improvements, one lift station rehabilitation, five street and sidewalk improvements, three public services, and a septic to sewer housing rehabilitation project. Multiple homebuyer assistance projects are underway and four homeowner housing developments, two homeowner rehabilitations, and one CHDO set aside for rental acquisition and rehabilitation will be implemented soon. A homelessness prevention, rapid re-housing, street outreach, emergency shelter, and data collection utilizing the Homeless Management Information System (HMIS) are also underway with ESG funding.

4. Summary of citizen participation process and consultation process

Citizen participation has been and will continue to be an integral part of developing and maintaining the Consolidated Plan. Staff continues to make efforts to increase community participation in developing the One-Year Action Plan. Efforts made during this year's planning include; developing eye-catching fliers for the public meeting, having the flier available in both English and Spanish, and reaching out to nearly 50 local agencies and municipalities to provide notice of the meeting. Local jurisdictions held public meetings to discuss localized needs and proposed projects. A summary of the proposed activities within the FY 2019-20 One-Year Action Plan was published in the Daytona Beach News Journal on June 30th, which included information on where to find the entire Draft One-Year Action Plan. Any comments received will be incorporated in the finalized version of the plan.

The consultation process involved varying degrees of discussions held with local jurisdictions, public housing agencies, and the Commission on Homelessness and Housing (CoHH) for Volusia and Flagler Counties.

5. Summary of public comments

The public review period was open through July 30, 2019. While questions were asked and comments were made during and prior to the public meeting on June 10, 2019, as detailed below, no additional comments were received after publishing the draft on July 1, 2019. During the public meeting staff explained the consolidated planning process, the five-year needs and goals, and proposed projects for the 2019-20 fiscal year. The public in attendance actively participated in the meeting by asking the following programmatic questions and making suggestions for the use of funds:

How many units for rental/transitional acquisition and rehabilitation? Staff explained that the plan proposed funding a minimum of four units with CDBG and one unit with HOME.

What is a CHDO? Staff explained that a CHDO is a Community Housing Development Organization.

Can agencies apply to be a CHDO? Staff explained that agencies can become a CHDO, however there are requirements and a strict board composition that has to be met, there is currently one CHDO in Volusia County, however there have been others in the past.

Are there CHDO operating funds? Staff explained that there are no program year 2019-20 funds proposed for CHDO operating, although there is a possibility that prior year funds could be used for that purpose.

Other than CHDOs, who can receive housing funds? Staff explained that non-profit organizations and developers are eligible and that a solicitation process occurs to award funds to an organization that can implement a project. Staff noted that affordability periods must be met by the funded organization.

Can a non-profit be a developer? Staff confirmed that this can be true.

What percent of the housing units noted will be affordable housing? Staff noted that all of the units shown as part of the plan would be affordable housing.

Which ESG activities will be funded? Staff noted that the goal would be to fund homeless prevention and rapid-rehousing.

Are ESG funded homeless services provided countywide? Staff confirmed that a requirement of the competitive application and award process is to provide the services countywide.

Are there ESG funded homeless prevention services currently being provided? Staff explained that a new prevention program began in May, which is being implemented by the Neighborhood Center of West Volusia.

It is not fair that there is a lack of homeless services in the New Smyrna Beach area, there should be a stipulation that agencies have to extend services countywide. Staff agreed and noted that

agencies do compete for the funding and they do agree to provide to services countywide, in the last five years there has not been an applicant from the New Smyrna Beach area.

Is Daytona Beach excluded from services due to the entitlement area? Staff clarified that ESG was not limited to the same entitlement area as CDBG, services can be provided countywide.

What are the eligibility requirements to apply for ESG funding? Staff explained that non-profit organizations have to have provided a like service in the past and successful in doing so. Staff offered to follow up with an email explaining specific requirements which will be in the Notice of Funding Availability (NOFA).

How do you find out where the CHDO organization is providing housing? Staff asked that questions about specific locations of past projects be emailed so that precise and complete answers can be provided. Additionally, staff noted that the CAPER report includes maps and details about projects completed during each fiscal year and that would be a good source for past projects, funding, and geographic distribution.

Do most counties have more than one CHDO? Staff explained current outreach and research on this issue that can be shared with interested parties. Specifically, staff noted that a recent survey found an average of one or two CHDOs in counties that responded.

What is the proposed rental/transitional acquisition and rehabilitation project? Staff clarified that the proposed funding displayed for that goal represented two separate projects and funding sources. HOME funding is being proposed for a non-CHDO project to create one affordable rental housing unit, CDBG funding is being proposed for the acquisition and rehabilitation of up to four affordable rental housing units. Staff clarified that the CDBG project would be limited to the CDBG entitlement area, however it will not limit to a specific area within the entitlement area.

Is the CDBG funding targeting transitional? Staff clarified the intent of the proposed project is rental housing, the project is shown as part of the goal which is called “rental/transitional housing non-CHDO” because it fits within that broader goal.

Is the priority affordable housing? Staff confirmed that this was the case for the proposed CDBG project.

Will the CDBG funding limit to rental housing or will it be broad? Staff verified that the NOFA will likely limit eligibility to rental housing.

A member of the public asked to go on record stating that they have become aware of the huge need for transitional housing for pregnant and post-partum women, there are a large number of these women being temporarily housed in hotels paid by a local non-profit. Staff asked the commenter if they were aware of an agency willing to run such transitional housing, to which the response was they believed there was.

If staff received a funding application and something seemed off, would staff say something? Staff confirmed that an application that was not eligible or did not adhere to the federal regulations would be denied or revised to show eligibility and adherence to the regulations. Staff further explained that the role of the county as administrators of the federal funding is to ensure compliance. A member of the public commented that pickle ball courts do not provide recreation for low-income persons. Staff clarified that cities hold public meetings and seek public input on local needs and projects, members of the public are encouraged to participate locally to make the needs known. Prior to the public meeting, a public comment was submitted in writing by a representative of the New Smyrna Beach Housing Authority that would not be able to attend. The comment stated the difficulty of finding adequate, reasonably priced housing in Southeast Volusia County. The agency requested that funds from this plan designated to the purchase of or new construction of affordable housing.

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

All comments received are summarized above, no comments have been intentionally not documented. Staff has considered the comments received and evaluated the impact on the plan. The following comments received did not change the proposed projects and funding:

CDBG funds allocated to affordable housing will target affordable rental housing specifically, not allowing for a broad application cycle which includes transitional housing. As the comment received stated, the need for transitional housing for pregnant and post-partum women is present, however the lack of affordable housing units is a well-documented priority that will be addressed during with the available funding.

No proposed projects for this program year include the installation or improvement of pickle ball courts, therefore the comment that they do not provide recreation to low-income individuals did not change and proposed funding.

7. Summary

Volusia County has carefully analyzed the needs and goals of the Consolidated Plan to ensure that proposed FY 2019-20 projects support these goals and meet the needs of the community.

The Process

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.

CDBG Administrator	Volusia County	Community Assistance
HOME Administrator	Volusia County	Community Assistance
ESG Administrator	Volusia County	Community Assistance

Table 2 – Responsible Agencies

Narrative

The Housing and Grants Administration Activity of the Volusia County Community Assistance Division is the lead agency for the administration of CDBG, HOME and ESG funds, and is responsible for the development and submission of the Consolidated Plan and One-Year Action Plan.

There are ten municipalities participating in Volusia County's CDBG program, each receiving annual allocations to fund community development needs identified as priorities in each community. The County's participating municipalities are: Daytona Beach Shores, DeBary, DeLand, Edgewater, Holly Hill, Lake Helen, Orange City, Ormond Beach, New Smyrna Beach, and South Daytona.

Consolidated Plan Public Contact Information

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

1. Introduction

The Volusia County Community Assistance Division, in the development of this plan, held a public meeting which provided information on the needs identified in the Volusia County Consolidated Plan, and solicited comments from the participants to evaluate the proposed projects and funding levels. Public housing authorities, the Volusia/Flagler County Coalition for the Homeless (VFCCH), and local jurisdictions were consulted regarding plans, goals and needs. Previously, when developing the five-year consolidated plan, a broad approach to consulting included several non-profit services providers, affordable housing providers, public housing authorities, local participating governments, and area residents through surveys and other methods of direct consultation. Community Assistance reached out to all of these organizations, inviting them to the public meeting to facilitate continuing consultation throughout the course of the five-year plan.

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

Volusia County Community Assistance Division participates as an active member of several coordinating organizations, as further described in AP-85-Other Actions, which directly or indirectly enhance coordination between public and private housing and social services agencies. Community Assistance provides a forum for information sharing on homebuyer assistance programs between public and private housing agencies through affordable housing agreements. Community Assistance enhances coordination of services between various housing and social services agencies in requiring collaborative applications for funding through the Children and Families Advisory Board. Community Assistance and the VFCCH, the lead agency for the Commission on Homelessness and Housing (CoHH) for Volusia and Flagler Counties, work cooperatively to enhance coordination of homeless services countywide. Volusia County provides funding to the United Way's First Call for Help which uses a coordinated approach to answering direct calls from people needing assistance with housing and various social services.

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.

The County of Volusia coordinated with the Commission on Homelessness and Housing (CoHH) lead agency and homeless agencies through several avenues. In partnership with Halifax Urban Ministries and Volusia County School Board, the County of Volusia, has converted an old elementary school into a housing and homeless service community called Hope Place Community Center which offers services to homeless children and their families. At Hope Place Community

Center, many resources including transitional housing, permanent supportive housing, transitional housing for unaccompanied youth, continued education, Voluntary Pre-Kindergarten (VPK), family counseling, health services, and transportation are offered by agencies such as Halifax Health, Daytona State College, Catholic Charities, the county's Parks, Recreation and Culture Department and the county's public transit system, Votran. Through coordination, Hope Place offers various resources that can benefit the residents of the community center and the surrounding neighborhood.

The City of Deland has partnered with the Neighborhood Center of West Volusia to manage a transitional housing unit for families or individuals with an income at or below 80% of the area median income. In addition, collaborative efforts between the Neighborhood Center of West Volusia, City of Deland, and the County of Volusia will allow the Neighborhood Center to expand the number of emergency shelter beds for homeless individuals. The Neighborhood Center has reconstructed the agency's thrift shop whose revenues will support the homeless and hungry. The newly constructed thrift shop is open, and the agency's former thrift shop has been converted into housing that will support up to 20 homeless individuals.

The City of Daytona Beach through the First Step Shelter non-profit agency has presented a plan for a shelter off of US 92 and Red John Road. The Volusia County Council negotiated moving forward with this plan in an effort to finalize a contract with the City of Daytona Beach to provide for the construction and facilitation of a 100 bed shelter facility. Construction on the facility has begun and the City of Daytona Beach is finalizing the lease agreement with the First Step Shelter Board of Directors. Catholic Charities of Central Florida has been contracted to operate the shelter and is in the process of formulating policies and procedures for operations.

CoHH agencies were also invited to attend a public meeting held on June 10, 2019. This workshop focused on the community development, housing, and homeless needs in Volusia County and was conducted to enhance outreach in the development of the FY 2019-20 One-Year Action Plan.

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

Volusia County Community Assistance Division actively participates and serves as a member of the CoHH's Application Committee. As an active member of the Application Committee, Community Assistance assists in determining how to allocate ESG funds, developing performance standards for and evaluating outcomes of projects and activities assisted using ESG funds. Active members of the committee also assist with developing policies and procedures for the operation and administration of HMIS. In partnership with the CoHH, Community Assistance

works with homeless agencies to design and implement a collaborative process for developing a consolidated application for Volusia and Flagler Counties programs and projects seeking CoHH funding. Community Assistance also reviews program priorities, applications for new programs or projects, and makes recommendations to the CoHH about which programs/projects to include in the annual CoHH application-HUD CoC competition and ranks projects for the application.

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

The agencies, groups, and organizations that participated in this One-Year Action Plan's consultation process are listed in Table 3 below.

Question	Answer
Agency/Group/Organization	New Smyrna Beach Housing Authority
Agency/Group/Organization Type	PHA
What section of the Plan was addressed by Consultation?	Public Housing Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The New Smyrna Beach Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.
Agency/Group/Organization	Deland Housing Authority
Agency/Group/Organization Type	PHA
What section of the Plan was addressed by Consultation?	Public Housing Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Deland Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.
Agency/Group/Organization	Ormond Beach Housing Authority
Agency/Group/Organization Type	PHA
What section of the Plan was addressed by Consultation?	Public Housing Needs
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Ormond Beach Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.
Agency/Group/Organization	Southeast Volusia Habitat for Humanity, Inc.
Agency/Group/Organization Type	Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The SEVHH was consulted to discuss the affordable housing needs of very-low and low income homebuyers and homeowners. The County anticipates continuing our partnership with SEVHH using HOME funds to increase the supply of homeowner housing.

Question	Answer
Agency/Group/Organization	West Volusia Habitat for Humanity
Agency/Group/Organization Type	Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The WVHH was consulted to discuss the affordable housing needs of very-low and low income homebuyers and homeowners. The County anticipates continuing our partnership with WVHH using HOME funds to increase the supply of homeowner housing.
Agency/Group/Organization	Habitat for Humanity of Greater Volusia County
Agency/Group/Organization Type	Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The HHGVC was consulted to discuss the affordable housing needs of very-low and low income homebuyers and homeowners. The County anticipates continuing our partnership with HHGVCV using HOME funds to increase the supply of homeowner housing.
Agency/Group/Organization	Mid-Florida Housing Partnership
Agency/Group/Organization Type	Housing
What section of the Plan was addressed by Consultation?	Housing Need Assessment
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mid-Florida Housing Partnership was consulted to discuss the affordable housing needs of very-low and low income homebuyers and renters. The County anticipates continued involvement with this CHDO to increase and preserve rental housing and provide credit counseling and homeownership counseling to first-time homebuyers.
Agency/Group/Organization	CITY OF EDGEWATER
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Edgewater held a public meeting on April 4, 2019 for the purpose of determining community priorities for the one-year action plan, which includes the 2019-20 allocation of CDBG funds. All comments on the plan and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.

Question	Answer
Agency/Group/Organization	CITY OF DEBARY
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of DeBary was asked to analyze the priority needs in the community relating to public infrastructure, facilities, public services, and the workforce. All comments on the plan and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.
Agency/Group/Organization	CITY OF DELAND
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of DeLand held Citizen Advisory Task Force meetings on February 25, 2019 and on March 25, 2019 available to the public for the purpose of determining community priorities for the one-year action plan, which includes the 2019-20 allocation of CDBG funds. All comments on the plan and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.
Agency/Group/Organization	CITY OF HOLLY HILL
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Holly Hill held a public meeting on February 26, 2019 for the purpose of determining community priorities for the one-year action plan which includes the 2019-20 allocation of CDBG funds. All comments on the plan, priorities, proposed use of the CDBG allocation, and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.

Question	Answer
Agency/Group/Organization	CITY OF LAKE HELEN
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Lake Helen held a public meeting on March 14, 2019 for the purpose of determining community priorities for the one-year action plan, which includes the 2019-20 allocation of CDBG funds. All comments on the plan and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.
Agency/Group/Organization	CITY OF NEW SMYRNA BEACH
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of New Smyrna Beach held a CDBG Advisory Board meeting, which was open to the public, in march of 2019 for the purpose of determining community priorities for the one-year action plan which includes the 2019-20 allocation of CDBG funds. All comments on the plan, priorities, proposed use of the CDBG allocation, and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.
Agency/Group/Organization	CITY OF ORANGE CITY
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Orange City held a public meeting on March 20, 2019 for the purpose of determining community priorities for the one-year action plan which includes the 2019-20 allocation of CDBG funds. All comments on the plan, priorities, proposed use of the CDBG allocation, and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.

Question	Answer
Agency/Group/Organization	CITY OF ORMOND BEACH
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Ormond Beach held Neighborhood Improvement Advisory Board meetings, open to the public, on March 14, 2019 and on April 18, 2019 for the purpose of determining community priorities for the one-year action plan which includes the 2019-20 allocation of CDBG funds. All comments on the plan, priorities, proposed use of the CDBG allocation, and other comments related to general community development priorities were provided to the Housing and Grants Activity for inclusion in this plan.
Agency/Group/Organization	CITY OF SOUTH DAYTONA
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of South Daytona was asked to analyze the priority needs in the community including FY 2019-20 CDBG allocations. All comments on the plan and general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.
Agency/Group/Organization	CITY OF DAYTONA BEACH SHORES
Agency/Group/Organization Type	Other government - Local
What section of the Plan was addressed by Consultation?	Non-Housing Community Development
Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Daytona Beach Shores was asked to analyze the priority needs in the community including FY 2019-20 CDBG allocations. All comments on the plan and general community development priorities were provided to the Housing and Grants Activity for inclusion in this annual plan.

Table 3 – Agencies, groups and organizations that participated

Identify any agency types not consulted and provide rationale for not consulting

Community Assistance consulted with various agency types in developing the Consolidated Plan. No agencies were intentionally left out of the process. During the extensive consolidated plan process in 2015 a larger variety of agencies were consulted with. In particular, health services, lead-poisoning data, and business leaders were not targeted during the annual plan process as

their input and participation was made part of the five-year plan needs assessment. These entities and individuals were welcomed to participate in the 2019-20 public meeting and provide feedback.

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?
Commission on Homelessness and Housing	Volusia/Flagler County Coalition for the Homeless, Inc.	The goals of the ESG plan are directly related to the 5 year plan to increase housing and service provider participation in HMIS. Another goal is to increase the number of individuals and families who remain in stable permanent housing.

Table 4 – Other local / regional / federal planning efforts

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation

Citizen participation is imperative to the planning process for the County of Volusia. In 2010 a Citizen Participation Plan was approved that established the procedures for citizen participation, in compliance with 24 CFR 91.105, through all phases of the planning process. While performing the needs assessment, market analysis, establishing goals, and determining projects the Citizen Participation Plan was consulted and followed precisely. Community Assistance is always looking for new ways to broaden citizen participation, not only as an effort to follow the regulation, but to constantly increase outreach to all groups of low- and moderate- income members of the community. Citizen outreach and participation has occurred on many levels; outreach to agencies and jurisdictions, community meetings, and newspaper advertisements. The modes of outreach used are summarized in the table below.

Question		Answer
Mode of Outreach		Public Meeting
Target of Outreach	<ul style="list-style-type: none"> • Minorities • Non-English speaking - specify other language: Spanish • Low- and moderate-income persons 	
Summary of response/attendance		A public meeting was advertised to the county utilizing the newspaper, internet, and fliers. Fliers in English and Spanish were sent to several local agencies and jurisdictions. The June 10, 2019 meeting was attended by seven members of the public.
Summary of comments received	Comments and questions relating to the following topics were heard and responded to: CHDO funding, CHDO requirements, locations of past CHDO expenditures, affordable housing, homeless street outreach, lack of services in the Southeast parts of the county, countywide homeless services, the planned Notice of Funding Availability for ESG, the need for transitional housing for pregnant and postpartum women, and ensuring the CDBG funds are used for activities that truly benefit low- and moderate-income populations. A detailed write up of all questions and comments received during the public meeting are included in Section 5 of AP-05, which begins on page eight.	
Summary of comments not accepted and reasons		There have not been any comments received that were not accepted.
Mode of Outreach		Newspaper Ad
Target of Outreach	• Non-targeted/broad community	
Summary of response/attendance		A display ad with proposed projects, funding, and the availability of the plan was published. The comment period is underway.
Summary of comments received		The comment period is currently underway.
Summary of comments not accepted and reasons		The comment period is currently underway, any comments which are not accepted for the final plan will be explained.

Table 5 - Citizen Participation Outreach

Expected Resources

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

Introduction

The Volusia County Community Assistance Division took a limited approach to the list of anticipated resources in the chart below that will be used in support of the needs and goals identified through the consolidated planning process. The list of resources only includes the three entitlement grant funds, including HOME program income and recaptured funds received and not expended on activities in Program Year 2018, that are directly managed by Community Assistance and implemented through the consolidated and annual plan; CDBG, HOME and ESG. Other funding streams that are directly managed by Community Assistance are briefly described in the second table below, including Housing Choice Voucher, Low Income Home Energy Assistance Program (LIHEAP), Children and Families Advisory Board (CFAB), Alcohol Drug and Mental Health Match (ADM), and State Housing Initiatives Partnership (SHIP).

Program	CDBG	HOME	ESG
Source of Funds	public - federal	public - federal	public - federal
Uses of Funds	<ul style="list-style-type: none"> • Acquisition • Admin and planning • Economic development • Housing • Public improvements • Public services 	<ul style="list-style-type: none"> • Acquisition • Homebuyer assistance • Homeowner rehab • Multifamily rental new construction • Multifamily rental rehab • New construction for ownership 	<ul style="list-style-type: none"> • Street outreach • Emergency shelter • HMIS • Homelessness prevention • Rapid re-housing
Expected Year 5: Annual Allocation:	\$1,836,537	\$736,327	\$157,517
Expected Year 5: Program Income:	\$200,000	\$79,033	\$0
Expected Year 5: Prior Year Resources:	\$0	\$0	\$0
Total:	\$2,036,537	\$815,360	\$157,517
Expected Amount Remainder of Con Plan	\$0	\$0	\$0
Narrative Description	CDBG funds will be used to support the non-housing community development, homeless, and housing needs identified in the plan.	HOME funds and prior year program income will be used to support the priority housing needs identified in the plan.	ESG funds will be used to support rapid re-housing and homeless prevention needs identified in the plan.

Table 6 – Expected Resources

Additional Resources

Program	Source of Funds	Use of Funds	Estimated Annual Allocation	Description
Housing Choice Voucher	Public – Federal	Tenant based rental voucher	\$2,092,000	Estimated annual allocation based on level funding from HUD for the Volusia County Housing Choice Voucher program – not including administrative costs.
LIHEAP	Public - State	Admin and planning, financial assistance, other	\$1,010,000	Provides assistance to pay home energy utility bills for low- and moderate-income families throughout Volusia County. Administered by the Community Assistance Division – Human Services
State Housing Initiatives Partnership (SHIP)	Public - State	Admin and Planning, Homebuyer assistance, Homeowner rehab, Targeted repairs Rental new construction/rehab	\$571,549	SHIP funds to assist with affordable housing needs have been allocated to Volusia County by the Florida Housing Finance Corporation for FY 2019-20. A minimum of 75% of the SHIP funds must be used for rehabilitation/ construction; 65% must be used for homeownership; and 20% must be used for certain defined special needs. The uses and requirements of these funds are defined in the local housing assistance plan (LHAP)
Children and Families Advisory Board	Public – Local	Overnight shelter, Public Services, Services	\$2,410,472	Volusia County annually provides general fund dollars to be allocated through the Volusia County Children and Family Advisory Board. The Board provides funds to support services and programs for low income children and families, including those who have special needs, or are homeless or at risk of homelessness.
General Funds – ADM Match	Public – Local	Public Services, Other	\$3,291,749	Volusia County uses general fund dollars on an annual basis to provide local match dollars to several non-profit agencies that provide alcohol, drug and mental health counseling and treatment services to residents of Volusia County.

Table 7 – Other Resources

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 federal funds and other resources the region expects to receive will be used as an incentive to leverage private lending institutions to make available additional financial resources to implement priority housing activities. This is particularly important in regards to the development of multi-family rental housing using Low-Income Housing Tax Credit (LIHTC) financing which requires local government contribution. Additionally, HOME funds used for homebuyer assistance act as leverage for the private first mortgage loan obtained by the buyer.

The HOME program match requirements will be satisfied using the State Housing Initiatives Partnership (SHIP) allocation, SHIP program income and prior years' excess HOME match reported for homebuyer and homeowner rehabilitation units assisted that have the same income requirements as the HOME program. In FY 2019-20, Volusia County will receive \$571,549 of SHIP funds.

CDBG funds leverage private, local, and state funds to complete activities that exceed the amount of CDBG funds available to a subrecipient or non-profit agency. While CDBG does not require match, subrecipients and non-profits will utilize other funding sources when bid proposals or the cost to provide the service exceeds budgeted amounts.

ESG funds require a match which will be satisfied by the agency that is awarded the funding and implements the activity. A portion of CDBG, along with all of ESG funds are allocated toward homelessness, both prevention and helping those that are homeless; a portion of general funds ADM Match, LIHEAP, Housing Choice Voucher and CFAB funds are dedicated toward helping the same population in our community. These various sources are not always used as a direct match or leverage with each other, however their use and availability is analyzed to ensure collaboration, and identify any gaps or overlaps.

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

Volusia County is planning to use HOME funds to assist with the development and construction of two single-family units on publically owned land by the County. All homes will be homeowner housing, and will be developed through a public-private partnership. As required by state law, Volusia County maintains an inventory of county-owned surplus land that is suitable for affordable housing. State law allows the county to dispose of these surplus properties to increase the supply of affordable housing, including by donating the property to non-profit organizations to be used to provide permanent affordable housing, and selling the property with the proceeds used for affordable housing. Community Assistance reviewed this list, in cooperation with the County's Growth and Resource Management Department, and determined that seven parcels are located

within NSP3 target areas. In FY 2017-18, the County amended its NSP3 Action Plan to add a strategy for redevelopment of vacant land by constructing affordable homes. This strategy is underway and the County is in the process of achieving its goal to construct seven homes. These homes will be sold to income eligible households at 120% or less of area median income. The County will also continue to evaluate county-owned surplus lands as they become available to determine if any of these properties may be disposed of or otherwise used to support affordable housing.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goal Descriptions

Order	Goal Name	Goal Description
1	Public infrastructure	Create a suitable living environment by addressing essential infrastructure improvements in the community.
2	Public facilities	Create a suitable living environment by addressing essential infrastructure and public facility improvements.
3	Rental housing - Creation of rental housing units	Provision of funds to CHDO organizations and other developers to assist with deferred loans to create safe, decent and affordable rental housing units for low-moderate households, including non-homeless households with special needs.
4	Homeowner housing - Creation of additional units	Provision of funds to private developers, non-profit and for-profit, to leverage the cost of constructing or rehabilitating units to create safe, decent and affordable housing for low-moderate homebuyers.
5	Homeowner housing - Homebuyer assistance	Provision of a deferred payment loan to low-moderate income first-time homebuyers to assist them by reducing the cost to purchase a safe, decent and affordable home.
6	Rental/transitional housing development- Non-CHDO	Funds to private developers, non-profit and for-profit, for the creation or acquisition and rehabilitation of rental/transitional housing.
7	Rapid re-housing and Administration	Funds to provide affordable rental housing to those experiencing homelessness as well as the administration involved in implementing the activity.
8	Homeless Prevention and Administration	Funds to provide affordable rental housing to those at imminent risk of experiencing homelessness as well as the administration involved in implementing the activity.
9	Public services	Create a suitable living environment by increasing the availability of public services to youth, elderly, and homeless.
10	General CDBG Program Administration	Provision of funds for general program planning and oversight.
11	HOME Program Administration	Provision of funds for general HOME program planning, coordination, oversight, and fair housing activities.

Table 8 – Goal Descriptions

Goals Summary Information

Order	Goal Name	Start and End Year	Category	Geo-graphic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public infrastructure	2015-2019	Non-Homeless Special Needs Non-Housing Community Development	Jurisdiction	Non-Housing Community Development Non-Homeless Special Needs	CDBG: \$666,998	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 18,521 Persons Assisted
2	Public facilities	2015-2019	Non-Homeless Special Needs Non-Housing Community Development	Jurisdiction	Non-Housing Community Development Non-Homeless Special Needs	CDBG: \$350,141	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15,401 Persons Assisted
3	Rental housing - Creation of rental housing units	2015-2019	Affordable Housing	Jurisdiction	Affordable Housing	HOME: \$125,000	Rental units created: 1 Household Housing Unit
4	Homeowner housing - Creation of additional units	2016-2019	Affordable Housing	Jurisdiction	Affordable Housing	HOME: \$314,315	Homeowner Housing Added: 2 Household Housing Unit
5	Homeowner housing - Homebuyer assistance	2015-2019	Affordable Housing	Jurisdiction	Affordable Housing	HOME: \$202,413	Direct Financial Assistance to Homebuyers: 8 Households Assisted
6	Rental/transitional housing development- Non-CHDO	2019-2020	Affordable Housing	Jurisdiction	Affordable Housing	HOME: \$100,000 CDBG: \$382,784	Rental/transitional housing: 5 Housing Units
7	Rapid re-housing and Administration	2015-2019	Homeless	Jurisdiction	Homelessness	ESG: \$78,759	Tenant-based rental assistance/ Rapid Rehousing: 5 Households Assisted
8	Homeless Prevention and Administration	2017-2019	Homeless	Jurisdiction	Homelessness	ESG: \$78,758	Homeless Prevention: 5 Households Assisted

Order	Goal Name	Start and End Year	Category	Geo-graphic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Public services	2015-2019	Homeless Non-Homeless Special Needs Non-Housing Community Development	Jurisdiction	Non-Housing Community Development Non-Homeless Special Needs	CDBG: \$69,307	Public service activities other than Low/Moderate Income Housing Benefit: 4,995 Persons Assisted
10	General CDBG Program Administration	2015-2019	Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development		Public Housing Non-Housing Community Development Homelessness Non-Homeless Special Needs	CDBG: \$367,307	Other: 0 Other
11	HOME Program Administration	2015-2019	Affordable Housing		Affordable Housing	HOME: \$73,632	Other: 0 Other

Table 9 – Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

Volusia County estimates that it will provide affordable housing, using HOME, CDBG and ESG funds, during FY 2019-20 to 26 income eligible households as detailed below:

- Rental assistance - Extremely low-income - 10 households
- Rental housing acquisition/rehabilitation - Low-income - 6 households
- New construction with homebuyer assistance - Moderate-income - 10 households
- Owner-occupied housing rehabilitation - Low-income - 0 households
- Owner-occupied housing rehabilitation – Moderate-income – 0 household
- Direct homebuyer assistance - Low-income - 0 household
- Direct homebuyer assistance - Moderate-income - 0 household

AP-35 Projects – 91.220(d)

Introduction

During FY 2019-20, Volusia County plans to use CDBG to fund both non-housing community development projects and affordable housing projects. Non-housing projects will improve public facilities, infrastructure, and services for low- and moderate-income persons. A CDBG funded rental acquisition and rehabilitation project will increase the number of affordable housing units in the county. HOME funds are planned for four affordable rental projects involving loans to developers and owners including CHDOs, to create two rental units through acquisition and rehabilitation or new construction. HOME funds which include \$79,033 of prior year program income are also planned for eight projects to assist very-low and low-income homeowners. Funds will provide direct homebuyer assistance to first-time homebuyers, leverage funds to developers to assist with construction costs and homebuyer subsidy to create affordable homebuyer housing units. ESG funds will be used to provide a rapid re-housing program to assist persons who are homeless and to provide a homeless prevention program to assist persons who are at imminent risk of homelessness. Additionally, CDBG, HOME and ESG projects to fund program administration and planning will be established. Details of these planned projects are included in this table.

No.	Project Name
1	CDBG - County of Volusia - Administration
2	CDBG - County of Volusia - Fleming Ave. Unincorporated Sidewalk Improvement
3	CDBG - County of Volusia - Adelle Ave. Unincorporated Sidewalk Improvement
4	CDBG - County of Volusia - Rental Housing Acquisition and Rehabilitation
5	CDBG - DeBary - River City Nature Park ADA Restroom
6	CDBG - DeLand - ADA ROW Improvements
7	CDBG - DeLand - Spring Hill Community Resource Center Public Service
8	CDBG - Edgewater - Lime Tree Dr. Sidewalks
9	CDBG - Edgewater - Boys & Girls Club Torch and Keystone Public Service
10	CDBG - Holly Hill - Lift Station #9 Refurbishment
11	CDBG - Lake Helen - Street Improvements
12	CDBG - New Smyrna Beach - Lydia Pettis Park Basketball Court
13	CDBG - Orange City - Coleman Park Improvements
14	CDBG - Ormond Beach - Riviera Park ADA Parking
15	CDBG - Ormond Beach - SONC Park Fitness Station
16	CDBG - Ormond Beach - Hope Place Public Service
17	CDBG - South Daytona - Jones Street Stormwater Improvements
18	ESG - Rapid Re-Housing Activity and Administration
19	ESG - Homeless Prevention Activity and Administration
20	HOME - Program Administration
21	HOME - CHDO Set Aside
22	HOME - Homebuyer Assistance
23	HOME - Homeowner Housing Development
24	HOME - Rental/Transitional Housing Development - Non-CHDO

Table 10 – Project Information

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

Allocation priorities are based on the needs assessment, market analysis, and strategic plan goals set forth in the five-year consolidated plan. Additionally, input from the public and collaboration with municipalities and agencies shaped the more specific allocation priorities of fiscal year 2019-20. The main obstacle to addressing underserved needs is coordination of services and projects. The analysis done for this One-Year Action Plan took in to account funding which was already allocated to services and projects and attempted to utilize the funds available to fill any gaps in funding, primarily for low- and moderate-income residents of the jurisdiction.

AP-38 Projects Summary

No.	Question	Answer
1	Project Name	CDBG - Countywide Program Administration
	Target Area	
	Goals Supported	General CDBG Program Administration
	Needs Addressed	
	Funding	CDBG: \$367,307
	Description	Funds will be used for general program administration expenses, including, planning, coordination, oversight, and analysis.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	Countywide
	Planned Activities	Administration
2	Project Name	CDBG - County of Volusia – Fleming Ave. Unincorporated Sidewalk Improvements
	Target Area	
	Goals Supported	Public infrastructure
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$65,000
	Description	Provision of funds for the removal of 1,500 feet of existing sidewalks and construction of ADA compliant sidewalks and ramps on Fleming Avenue in unincorporated Ormond Beach.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 6,255 low- and moderate-income residents in the activity service area will benefit.
	Location Description	Fleming Avenue from 1401 Avenue C. to 1317 Fleming Avenue
	Planned Activities	Sidewalk Installation
3	Project Name	CDBG - County of Volusia - Adelle Ave. Unincorporated Sidewalk Improvement
	Target Area	
	Goals Supported	Public infrastructure
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$120,000
	Description	Provision of funds for the removal of existing sidewalks to replace with the construction of ADA compliant sidewalks along Adelle Avenue in unincorporated DeLand. Project will also include filling in a gap without sidewalks currently on Adelle.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,150 low- and moderate-income residents in the activity service area will benefit.
	Location Description	713 New Hampshire Avenue to 1336 New Hampshire Avenue
	Planned Activities	Sidewalk installation

4	Project Name	CDBG - County of Volusia - Rental Housing Acquisition and Rehabilitation
	Target Area	
	Goals Supported	Rental/transitional housing development
	Needs Addressed	Affordable housing
	Funding	CDBG: \$382,784
	Description	Provision of funds for the acquisition and rehabilitation of up to four rental housing units with a public housing authority or affiliate.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated low- or moderate-income households, 80% or below area median income.
	Location Description	Countywide
	Planned Activities	Rental acquisition and rehabilitation
5	Project Name	CDBG - DeBary - River City Nature Park ADA Restroom
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$61,153
	Description	Provision of funds to install a pre-manufactured ADA accessible concrete block restroom with a metal roof, approximately 140 square feet. Project to include a concrete walkway between ADA parking spots and new restroom, a wooden split rail fence, and necessary infrastructure, to include water, electric, and septic.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 3,391 disabled residents in the project service area will benefit.
	Location Description	200 Barwick Rd., DeBary, FL 32713
6	Planned Activities	Park improvement
	Project Name	CDBG - DeLand - ADA ROW Improvements
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$186,328
	Description	Provision of funds to make ADA improvements ramps and walkways at 16 different intersections.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 5,405 low- and moderate-income residents in the activity service area will benefit.
	Location Description	Various intersections in the City of DeLand
	Planned Activities	ADA ramps, walkways, and connecting sidewalks

7	Project Name	CDBG - City of DeLand - Community Resource Center public service
	Target Area	SPRING HILL
	Goals Supported	Public services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$32,881
	Description	Provision of funds for staff costs for the operation of the Spring Hill Community Resource Center.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 4,355 low- and moderate-income residents in the activity service area will benefit.
	Location Description	910 S. Adelle Avenue, DeLand, FL 32720
	Planned Activities	General public service
8	Project Name	CDBG - Edgewater - Lime Tree Dr. Sidewalks
	Target Area	
	Goals Supported	Public infrastructure
	Needs Addressed	Non-Housing Community Development Non-Homeless Special Needs
	Funding	CDBG: \$78,847
	Description	Provision of funds for installation of a 6' wide, ADA compliant sidewalk in the right-of-way, on Lime Tree Dr. from 30th St. to 27th St. and 27th St. from Lime Tree Dr. to Mango Tree Dr.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,345 low- and moderate-income residents in the activity service area will benefit.
	Location Description	Lime Tree Dr. from 30th St. to 27th St. and 27th St. from Lime Tree Dr. to Mango Tree Dr.
	Planned Activities	Sidewalk installation
9	Project Name	CDBG - Edgewater - Boys & Girls Club Torch and Keystone Public Service
	Target Area	
	Goals Supported	Public Services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$13,914
	Description	Provision of funds for staff and operating costs to implement an expanded youth public service program, Torch and Keystone Program, at the Edgewater Boys and Girls Club.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 40 low- and moderate-income youth may benefit from this service.
	Location Description	211 N. Ridgewood Avenue, Edgewater, FL 32132
	Planned Activities	Youth public service

10	Project Name	CDBG - Holly Hill - Lift Station #9 Refurbishment
	Target Area	
	Goals Supported	Public infrastructure
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$98,394
	Description	Provision of funds for the replacement of existing hardware, installation of submersible pumps, rails and pipes at a lift station installed in 1964. Work will also include dewatering, bypass pumping, electrical work, maintenance of traffic, restoration and furnishment of as-built drawings.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1,035 low- and moderate-income residents in the project service area will benefit.
	Location Description	1601 Riverside Dr., Holly Hill, FL 32117
11	Planned Activities	Lift station refurbishment
	Project Name	CDBG - Lake Helen - Street Improvements
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$50,000
	Description	Provision of funds to repave the deteriorated Clough Avenue, from Summit Avenue to Goodwin Street, and Sherry Lane.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 46 low- and moderate-income residents in the project service area will benefit.
12	Location Description	Clough Avenue, from Summit Avenue to Goodwin Street, and Sherry Lane
	Planned Activities	Reclamation and repaving
	Project Name	CDBG - New Smyrna Beach - Lydia Pettis Park Basketball Court
	Target Area	WESTSIDE-NEW SMYRNA BEACH
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$93,460
	Description	Provision of funds for the demolition and replacement of a damaged basketball court at Pettis Park. Project to include making the court regulation and ADA compliant, installing new posts, fencing, lighting, benches, and a pavilion.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1,835 low- and moderate-income residents in the project service area will benefit.
	Location Description	800 Mary Avenue, New Smyrna Beach, FL
	Planned Activities	Replacement of basketball court

13	Project Name	CDBG - Orange City - Coleman Park Improvements
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$67,961
	Description	Provision of funds for lighting and permanent amenities at Coleman Park, to include LED area lights, trash receptacles, a bench, picnic tables and an electric service meter.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 2,300 low- and moderate-income residents in the project service area will benefit.
	Location Description	210 E. Blue Springs Ave., Orange City, FL 32763
	Planned Activities	Park improvements
14	Project Name	CDBG - Ormond Beach - Riviera Park ADA Parking
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$55,000
	Description	Provision of funds to convert existing shell park spaces to up to 24 concrete spaces, including 1 or 2 ADA spaces. Project includes a 51" linear sidewalk connection.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 4,455 low- and moderate-income residents in the project service area will benefit.
15	Location Description	901 South Beach Street
	Planned Activities	Park improvements
	Project Name	CDBG - Ormond Beach - SONC Park Fitness Station
	Target Area	
	Goals Supported	Public facilities
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$72,567
	Description	Provision of funds for the purchase and installation of a fitness center in the Northeast side of the park on a poured in place or synthetic turf surface
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 3,420 low- and moderate-income residents in the project service area will benefit.
	Location Description	176 Division Ave., Ormond Beach, 32174
	Planned Activities	Park improvement

16	Project Name	CDBG - Ormond Beach - Hope Place Public Service
	Target Area	
	Goals Supported	Public services
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$22,512
	Description	Provision of funds for operating costs and Hope Place. Hope Place is a shelter for homeless families and unaccompanied students. Funds will be used for utility costs, including electricity, water, propane gas, and phone service.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 600 homeless persons will benefit from this activity.
	Location Description	1240 Wright Street, Daytona Beach, FL 32117
17	Planned Activities	Homeless facility operating
	Project Name	CDBG - South Daytona - Jones Street Stormwater Improvements
	Target Area	
	Goals Supported	Public infrastructure
	Needs Addressed	Non-Housing Community Development
	Funding	CDBG: \$68,429
	Description	Provision of funds for the installation of a 24" HDPE pipe and stormwater inlets to convey stormwater to the stormwater pond.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1,285 low- and moderate-income residents in the project service area will benefit.
18	Location Description	Jones St. from Beville Rd to Ferndale Ave
	Planned Activities	Stormwater improvements
	Project Name	ESG - Rapid Re-housing
	Target Area	
	Goals Supported	Rapid re-housing and Administration
	Needs Addressed	Homelessness
	Funding	ESG: \$78,759
	Description	Project includes the activity of rapid re-housing to assist households experiencing homelessness as well as the administration activity to implement the project.
	Target Date	9/30/2020
18	Estimate the number and type of families that will benefit from the proposed activities	An estimated 5 households will benefit.
	Location Description	Countywide
	Planned Activities	Rapid re-housing and administration

19	Project Name	ESG – Homeless Prevention
	Target Area	
	Goals Supported	Homeless Prevention and Administration
	Needs Addressed	Homelessness
	Funding	ESG: \$78,758
	Description	Project includes the activity of homeless prevention to assist households at imminent risk of homelessness as well as the administration activity to implement the project.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 5 households will benefit.
	Location Description	Countywide
20	Planned Activities	Homeless prevention and administration
	Project Name	HOME - Administration
	Target Area	
	Goals Supported	HOME Program Administration
	Needs Addressed	Affordable Housing
	Funding	HOME: \$73,632
	Description	Administration, planning and fair housing activities for the HOME program.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	This project is for program administration and planning, and will not be reporting any beneficiaries This project will also include 10% of program income that is earned during program year, which will be added as program income is earned.
21	Location Description	
	Planned Activities	Administration and planning
	Project Name	HOME - CHDO Set Aside
	Target Area	
	Goals Supported	Rental housing - Creation of rental housing units
	Needs Addressed	Affordable Housing
	Funding	HOME: \$125,000
	Description	Provision of funds for a CHDO set aside eligible activity to acquire and rehabilitate one single-family housing unit for rent to very-low and low-income households that meet HOME income guidelines for the applicable HOME affordability period. New construction of rental housing will also be considered under this activity. The project also provides funds for staff project delivery costs.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	One low-income household at 60% or less of area median income will benefit.
	Location Description	Countywide - Location is to be determined
	Planned Activities	CHDO rental housing

22	Project Name	HOME - Homebuyer Assistance
	Target Area	
	Goals Supported	Homeowner housing - Homebuyer assistance
	Needs Addressed	Affordable Housing
	Funding	HOME: \$202,413
	Description	Provision of funds to assist with the costs to purchase a safe, decent and affordable home by providing a deferred payment loan with recapture provisions for down payment, gap financing and closing costs to very-low and low-income households as defined by the HOME program. The project also includes \$79,033 of prior year program income and funds for eligible project delivery costs related to staff and third party fees necessary for implementation.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	An estimated eight households with very-low and low-incomes, as defined by the HOME program, will benefit.
	Location Description	Countywide
23	Planned Activities	Homebuyer assistance
	Project Name	HOME - Homeowner Housing Development
	Target Area	
	Goals Supported	Homeowner housing - Creation of homeowner housing units
	Needs Addressed	Affordable Housing
	Funding	HOME: \$314,315
	Description	Provision of FY 2019-20 grant funds of \$314,315 for profit or non-profit contractors to construct or rehabilitate affordable homeowner housing units for households at or below 80% of area median income. The project may also involve the sale or donation of County-owned land to the developer for the project. The project will also provide funds for project delivery costs for staff cost to conduct inspections and other eligible activities.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that two very-low and low-income households will benefit from the proposed activity
	Location Description	Countywide
	Planned Activities	Homeowner Housing Development

24	Project Name	HOME - Rental/transitional housing development- Non-CHDO
	Target Area	
	Goals Supported	Rental/transitional housing development
	Needs Addressed	Affordable Housing
	Funding	\$100,000
	Description	Provision of FY 2019-20 grant funds of \$100,000 for private developers, non-profit and for-profit, to create affordable rental/transitional housing.
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that one moderate income household will benefit from the proposed activity.
	Location Description	Countywide
	Planned Activities	Affordable Housing

Table 11 – Project Summary

AP-50 Geographic Distribution – 91.220(f)

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

The County of Volusia Urban County Entitlement Community includes 10 participating jurisdictions as well as the unincorporated areas of Volusia County. Funds are not directed toward jurisdictions that are separate entitlement communities or choose to opt out of the Urban County Community; including, Daytona Beach, Port Orange, Deltona, Pierson, Ponce Inlet, and Oak Hill. HOME and ESG funds are used throughout the jurisdiction area.

CDBG funds are allocated utilizing the same method HUD uses to determine the allocation of Volusia County, Formula A. The formula weighs poverty, population, and overcrowding. Jurisdictions receive a calculated allocation and choose how and where to spend the funds on eligible activities that meet a national objective within their city limits. The minimum allocation per jurisdiction is \$50,000. If a formula calculation resulted in an allocation lower than the minimum, the jurisdiction will receive \$50,000 to allow a meaningful activity to be completed. One jurisdiction chose not to receive a direct allocation during FY 2019-20, a proposed activity was not submitted. The target area of Spring Hill is in the City of DeLand, a participating jurisdiction that receives a CDBG allocation. A new resource center in Spring Hill is currently being constructed with \$437,658 in CDBG funds, leveraging additional CRA and city funds. The city is not allocating additional FY 2019-20 funds to capital projects in Spring Hill, the city has allocated funds to a public service at the Community Resource Center. Westside New Smyrna Beach is an area that the City of New Smyrna Beach consistently targets when choosing how to spend their allocated funds, the city has allocated all of their FY 2019-20 funds to a project in the target area.

Geographic Distribution

Target Area	Percentage of Funds
SPRING HILL	1.79
WESTSIDE-NEW SMYRNA BEACH	5.09

Table 12 - Geographic Distribution

Rationale for the priorities for allocating investments

Funding made available for affordable housing and homeless projects are available throughout the Volusia County Entitlement Community and are not specifically designated on a geographic basis. Utilizing HUD Formula A in determining jurisdiction priorities for CDBG funding ensures that funding is made available to the geographic areas that the CDBG program is meant for. The main objective of the CDBG program is to create viable communities; primarily benefiting low- and moderate-income persons. The Spring Hill area of DeLand and the Westside community of New Smyrna Beach have been identified as target areas for expenditure of CDBG funds.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The County plans to continue to expand the supply of affordable owner and rental housing using the anticipated federal formula grant funding provided by HOME and ESG, as well as State Housing Initiatives Partnership (SHIP) funding. Community Assistance will continue to implement on-going programs to increase homeowner housing through direct homebuyer assistance for first-time homebuyers at 80% or less of AMI and subsidizing private and non-profit developers to incentivize the construction of new homeowner housing.

The County also plans to preserve homeowner housing units by providing HOME funds for housing rehabilitation/replacement of manufactured housing. Additionally, Community Assistance plans to work in partnership in the next year with CHDOs and other housing developers to expand the supply of rental housing units for permanent housing and to assist homeless persons become housed through rapid re-housing.

Volusia County will also use non-entitlement funds in FY 2019-20 to support affordable housing, primarily through the investment of State Housing Initiatives Program (SHIP) funds. The One Year Goals for Affordable Housing described below reflect higher goals for households supported because the use of SHIP funds has been taken into account in estimating affordable housing goals for the coming year. Additionally, SHIP funds will support housing for households with certain defined special needs. A minimum of 20% of the annual SHIP allocation is statutorily required to serve certain special needs households.

Support Requirement	Goal.
Homeless	5
Non-Homeless	35
Special-Needs	4
Total	44

Table 13 - One Year Goals for Affordable Housing by Support Requirement

Support Type	Goal
Rental Assistance	11
The Production of New Units	5
Rehab of Existing Units	14
Acquisition of Existing Units	14
Total	44

Table 14 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

There are three public housing authorities and one public housing agency in the Volusia Urban County. The DeLand Housing Authority (DHA), the Housing Authority of the City of New Smyrna Beach (HANSB) and the Ormond Beach Housing Authority (OBHA) offer public housing units and the Housing Choice Voucher Program - Section 8 to eligible residents, while the County of Volusia offers only the Housing Choice Voucher Program - Section 8. The DHA, HANSB and OBHA receive federal funds for capital improvements to modernize and repair the public housing units. These housing authorities also administer Veterans Assistance (VASH) vouchers to provide housing assistance for veterans. The HANSB will apply to HUD for additional Mainstream vouchers that has become available nationwide on a competitive basis.

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

The five-year plan includes the use of CDBG funds for public housing modernization projects. Several projects have been completed, however no additional CDBG funds are allocated to public housing projects during FY 2019-20. Volusia County is not anticipating the investment of any entitlement funds to address the needs of public housing during the next year.

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

- The DeLand Housing Authority owns the Laurel Villas which includes public housing units, for 120 families, and Laurel Court which is 80 units for elderly residents. They regularly undertake resident training workshops and provide newsletters with information in an effort to help involve the residents in the management of these two apartment complexes.
- For the upcoming year, the Ormond Beach Housing Authority plans to encourage public housing residents to become more involved in management and more actively participate in their Family Self-Sufficiency program.
 - The OBHA also partners with Mid Florida Housing Partnership, Inc. to develop homeownership options with their residents.
- The Housing Authority of New Smyrna Beach has a citywide resident council that meets with residents on an annual basis to bring changes and updated items they want seen to in the units and area as part of the council's annual plan.
- The Volusia County Section 8 program promotes homeownership opportunities to the tenants participating in its Family Self-Sufficiency program. They also conduct new and current tenant briefings regarding the availability of rental units outside of poverty stricken

and minority concentration areas.

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

None of the PHAs in the Volusia Urban County have been designated as troubled.

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

Introduction

The Commission on Homelessness and Housing (CoHH) for Volusia and Flagler Counties represents the FL-504 CoC, and is referred as such in this plan. The lead agency for the CoHH, which serves Volusia County, is the Volusia/Flagler County Coalition for the Homeless (VFCCH). The CoHH is responsible for conducting the annual count of the homeless and for identifying the gaps in available housing and services to the subpopulations of homeless, and strategically planning and organizing the expansion of housing and supportive services to meet the needs. These “gaps” are missing services that are needed to ensure that clients can successfully exit homelessness. The CoHH's goals and objectives for FY 2019-20 are in accordance with the Federal Strategy to Prevent and End Homelessness, the Volusia-Flagler County Five-Year Strategic Plan (2017-2022) and as set forth in HUD's National Performance Objectives for Continuums of Care, as follows:

1. Prevent Veteran homelessness- Currently at functional zero in Volusia and Flagler Counties as of 2015
2. End chronic homelessness
3. End Unaccompanied Youth Homelessness
4. Prevent and end homelessness for families and children
5. Set a path to ending all types of homelessness

By implementing strategies addressed by HUD's revised Federal strategic Plan to Prevent and End Homelessness “Home Together”, (Housing First) and the Florida Council, the vision and intent of COHH 5-year strategic plan efforts is ultimately to:

- Re-house or shelter people the moment they ask for help, where no one has to sleep outside who doesn't want;
- Permanently house people as quickly and efficiently as possible; and
- Effectively connects homeless households to mainstream self-sufficiency services in order to minimize returns to the homeless system.
- The highest priority is permanent housing for the chronically homeless, with a special emphasis on chronically homeless veterans; however, since Volusia County has achieved functional zero for homeless veterans (as verified by USICH and HUD), prevention has taken on a higher priority to ensure formerly homeless veterans maintain their housing;
- The second highest priority is placed on the Homeless Management Information System (HMIS) in order for the COHH to measure system performance and meet HUD's reporting requirements under the HEARTH Act;
- The third priority is to develop a coordinated entry process which is a key step in assessing

the needs of homeless/at risk of homeless individuals and families and prioritizing them for assistance

- The fourth priority is to prevent and end homelessness for families and unaccompanied youth; and
- The fifth priority is homeless domestic violence victims and homeless single pregnant females.

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.

In accordance with 24 CFR Part 576, the CoHH has implemented and is in the process of refining its coordinated entry system (intake, assessment, prioritization and referral system). The Volusia/Flagler Coalition for the Homeless (VFCCH) has taken the lead with implementing the coordinated entry system utilizing its HUD supportive services only grant to employ a systems navigator and track the process. VFCCH was also awarded additional dollars to expand the Coordinated Entry process in the 2018 competition. This will result in the addition of a “housing Locator” position and a “Domestic Abuse Navigator” which will in effect broaden the reach and scope services while streamline the process of coordinated entry throughout the entire CoC. Coordinated Entry as facilitated by the Volusia/Flagler Coalition for the Homeless with participation from area homeless services and housing providers allow the following to be accomplished:

1. Create a clear single point of entry through HMIS;
2. Close side doors while maintaining a no wrong front door approach;
3. Improve fit of services for homeless/at risk of homeless;
4. Provide greater opportunity to divert persons from entering the homeless delivery system;
5. Expedite access to permanent housing and housing beds
6. Reduce duplication of intake and data collection; and
7. Get better data and feedback on trends in demand, needs and gaps.

The CoHH’s homeless providers will continue to provide the following services:

Halifax Urban Ministries - serves as a gateway assessing the needs of the homeless and providing the following vital services to the sheltered and unsheltered homeless:

1. HUM Center Homeless Direct Services – helping to meet the basic needs of homeless people by providing assistance, case management, and applying for and obtaining birth certificates and identification;
2. STAR Family Shelter recently transitioned to a new location in unincorporated Volusia

County known as HOPE Place - provides housing and supportive services to homeless families with children and medically needy homeless individuals.

3. Halifax Urban Ministries Bridge of Hope: operates a daily feeding program for homeless persons.

I Dignity Program – helps the homeless overcome the difficulties of obtaining personal identity that is crucial to employment and becoming self-sufficient. Specifically the program helps individuals who are homeless obtain Florida ID cards, birth certificates, and social security cards with assistance from legal counsel and the U.S. Department of Veterans affairs.

HMIS – captures client information on the homeless in an attempt to meet their needs through better information to guide them through the delivery system. HMIS creates client records and serves as a conduit for the homeless to crossover from the street to needed services.

Stewart Marchman Act Behavioral Healthcare – through a partnership with the West Volusia Hospital Authority homeless individuals receive psychiatric medications and consultation.

Addressing the emergency shelter and transitional housing needs of homeless persons

The following agencies continue to provide emergency and/or transitional housing and services to families, individuals, youth and the special needs populations.

Domestic Abuse Council DBA Beacon Center – provides emergency housing for homeless women with or without children who are fleeing domestic violence.

The Salvation Army - provides emergency shelter to single men and women who are homeless.

Neighborhood Center - provides emergency shelter for homeless individuals on the West side of Volusia County.

A variety of agencies offer not only transitional housing but diverse supportive services that will help the homeless transition to permanent housing with skills to live independently and prevent them from becoming homeless again. The services include referrals to other agencies for services and eligible benefits, drug and mental health counseling, and education/skills development that will lead to employment and independent living. The length of stay within a transitional housing facility is between six and 24 months. The Commission on Homelessness and Housing has been extremely successful in obtaining Supportive Housing Program funds for Volusia County to narrow the gap in obtaining transitional and supportive services for populations, including those with special needs.

HOPE Place - a new assistance center for families and unaccompanied youth which provides, shelter, childcare, an outdoor play area, on-site counseling, laundry, and a cafeteria. The 55,000 square foot facility includes emergency shelter beds, unaccompanied youth beds, and apartments. A CDBG funded library and media center serving area residents as well as Hope

Place residents was opened in June of 2019 adjacent to the Hope Place facility.

Family Renew Community - provides transitional housing to homeless families, including single mothers or fathers with children. The program requires employment and encourages skills that lead to self-sufficiency.

HUM VA Grant Per Diem Transitional Housing Program: This program is a 20 bed transitional housing facility that caters to “Low Demand” program servicing veterans who are identified as having high acuity of needs. The program’s length of stay is anywhere from 6 months to 24 months.

The Salvation Army VA Transitional Housing “Bridge” Program: This program is a 20 bed Bridge program with the intent to move identified veterans through transitional housing into permanent housing of their own within 60-90 days.

The Restoration House (AME Church) in Daytona Beach provides transitional housing to homeless individuals and families without children. The program has a low barrier to entry but eventually requires employment and encourages skills that lead to self-sufficiency.

Ormond Alliance Church in Ormond Beach, Florida, provides shelter housing to single individuals. The program has a low barrier to entry but eventually requires employment and encourages skills that lead to self-sufficiency.

All programs utilize the Coordinated Entry System facilitated by the Volusia Flagler County Coalition for the Homeless to link individuals and families to permanent housing solutions.

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.

The facilitation of coordinated entry by the Volusia/Flagler County Coalition for the Homeless as required by HUD Notice CPD14-016 as superseded by Notice 16-11 and 17-10 has resulted in the use of a common assessment tool (Service Prioritization Decision Assistance Tool/SPDAT), prioritization of the most vulnerable of the homeless populations for immediate access to permanent housing solutions and lessening the time from identification and engagement of the homeless to placement in permanent housing solutions. The Commission on Homelessness and Housing conducts monthly coordinated entry provider meetings and bi-weekly breakout groups that address issues with placement of homeless participants in the available permanent housing programs (Rapid Re-Housing and Permanent Supportive Housing) that is provided throughout the CoHH.

There are three agencies that provide Permanent Supportive Housing and seven agencies that

operate transitional housing programs in the CoHH. Each one provides case management that connects clients to mainstream benefits, employment, education and job training, medical mental health, dental, substance abuse treatment, budgeting and life skills training and other services and supports such as food pantries. Some agencies assist exiting clients with locating affordable apartments and many agencies assist clients to obtain needed furnishings and household items. The Domestic Abuse Council, Family Renew Community, Halifax Urban Ministries, Restoration House, SMA Behavioral Healthcare, The Salvation Army, Halifax Urban Ministries and Neighborhood Center of West Volusia work with local landlords and Section 8 Housing programs. The Neighborhood Center also facilitates low income housing through the HOME investment partnership and NSP programs. This housing provides homeless and at risk of homeless the opportunity to access affordable housing based on their individual needs. The Volusia/Flagler Coalition for the Homeless facilitates the operation of the 16 unit apartment building under a Housing-First model for up to 24 single individuals experiencing severe and persistent mental illness.

Halifax Urban Ministries, Neighborhood Center and Salvation Army facilitate efforts to provide rapid re-housing for homeless individuals and families. Based on prioritization assessment and score, individuals and families are linked to housing opportunities and/or diverted from emergency shelter and transitional housing into permanent housing whenever possible. This is a more cost effective solution to ending homelessness.

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.

Homelessness prevention is a very important part of the plan to address homelessness. Many agencies will provide prevention related services; including, Volusia County Human Services, the Salvation Army, Family Life Center, Halifax Urban Ministries, New Hope Ministries and Catholic Charities. The CoHH participates in discharge policies and procedures with mental health providers to ensure individuals are included in the coordinated entry process and referral system. Additionally, the facilitation of the VA Supportive Services for Veteran Families (SSVF) contract was changed from the Salvation Army to Changing Homelessness. Changing Homelessness has multiple veteran contracts and now provides veteran services for Volusia and Flagler Counties with the SSVF contract. They work with the CoC through Coordinated Entry by identifying and assisting veterans with rapid re-housing and prevention services.

The case management approach is intended as a method of coordinating all services that are

necessary and available to prevent homelessness for those who have previously been homeless or for those at risk of becoming homeless.

Implementing additional rapid re-housings will help families to find housing and work toward self-sufficiency which will prevent future reoccurrences.

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

Introduction

Barriers to affordable housing usually refers to public policies and procedures that can negatively impact the creation and preservation of affordable housing. As required by state law, the County has adopted a Comprehensive Plan which includes a Housing Element. The first goal of the Housing Element is to ensure sanitary, affordable, and safe housing for county residents in a quantity adequate to accommodate reasonable growth in county population. Likewise, participating municipalities also have adopted their own Comprehensive Plans that include Housing Elements. The Housing Elements of several of the larger cities in the Volusia Urban County (DeLand, Ormond Beach and New Smyrna Beach) contain goals and objectives to provide for the varied housing needs of their residents, including the provision of affordable housing for low to moderate income households. This is consistent with the County's Comprehensive Plan.

Additionally, Volusia County is a Florida SHIP jurisdiction, and the SHIP Act requires a periodic review of certain barriers to affordable housing. Volusia County reconstituted its Affordable Housing Advisory Committee to review and recommend actions to lessen the impact of regulations and policies on affordable housing. The AHAC completed a review and submitted an affordable housing incentive strategies report to the Volusia County Council on their recommendations regarding regulatory barriers to affordable housing. Volusia County Council accepted the report as presented and adopted strategies related to expedited permitting, the regulatory review process, density bonus and a printed inventory of surplus land.

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

As required by the SHIP program, Volusia County has developed a process to consider the cost to housing of proposed changes to policies, ordinances, and development and zoning plans. The Volusia County Development Review Committee (DRC) is tasked with reviewing such policies as they are identified, and including a staff report of such potential to increase the cost of housing to the county council for their review and action.

AP-85 Other Actions – 91.220(k)

Introduction

This section of the annual plan provides a summary of information on Volusia County's plan to address certain issues, including obstacles to meeting underserved needs and fostering affordable housing, which are required by HUD to be addressed in the annual plan.

Actions planned to address obstacles to meeting underserved needs

The primary obstacle to meeting the needs of underserved populations is the availability of funds. Resources available to the public and private agencies who serve low- and moderate-income residents continue to be reduced. A decrease in overall funding, at all levels of government, prevents public agencies from being able to provide funding increases to non-profit organizations whose resources have been stretched by an increased demand in services.

The CDBG program continues to provide supplemental funding for services that assist the underserved, however the regulation requirements for CDBG funded public services do restrict the funding. A maximum of 15% of the CDBG allocation can be used for eligible public services. Additionally, public services must continue to be an eligible activity and meet a national objective every program year if they seek funding. For these reasons CDBG is not always the most viable source of funding for these services.

Volusia County also uses general revenue funds to fund various services for children and the community through the Children and Families Advisory Board (CFAB) program. The CFAB plans to take on the task of reevaluating the priority need categories funding through the program during FY 2019-20 to be identify underserved needs. Funding for this program is currently allocated based upon priority needs categories that have been identified, these categories are:

- Services for persons with disabilities, including sickle cell disease services,
- Infant and maternal health and early childhood development to increase the availability of affordable child care and prenatal support to pregnant women,
- Services to seniors including basic services such as food, care services, transportation and case management to enable seniors to continue to live independently,
- Services for school age children including after school programs, summer care, and academic enrichment,
- Services for adolescents to provide opportunities for job training and enhanced vocational opportunities, leadership, and mentoring,
- Family based intervention for family violence to provide prevention, education, mental

health counseling, and in-home prevention and intervention services,

- Basic needs services to provide assistance to prevent homelessness
- Staff development and case management.

Actions planned to foster and maintain affordable housing

Volusia County continues to support the purposes of the National Affordable Housing Act (NAHA) through the many affordable housing programs implemented by the County, and through partnerships with governmental entities, and non-profit and for-profit organizations. The Volusia County Community Assistance Division, in cooperation with its Affordable Housing Partners, assists low income families to become homeowners through its Homebuyer Assistance Program. Additionally, the Housing & Grants Administration activity directly administers the Homeowner Rehabilitation Program using SHIP funds to assist very-low, low-income and middle-income homeowners to retain their home by providing substantial and regular rehabilitation, as well as wind hazard mitigation improvements.

Volusia County annually supports the development of single-family and multi-family affordable rental housing through for-profit and non-profit developers. The County has revised its selection process to be in line with the criteria established by Florida Housing Finance Corporation (FHFC) and plans to continue its financial support for Low Income Housing Tax Credit (LIHTC) projects in the Urban County using SHIP funds in FY 2019-20. LIHTC funds are awarded through the FHFC. Using a previous year's SHIP allocation, Volusia County committed SHIP funds to a LIHTC project to be known as "The Pines", to be located in the Spring Hill Community Redevelopment Area (CRA) of the City of DeLand. This project is in the final development process and a certificate of occupancy has been issued for one of the residential buildings. A senior multi-family housing project, Banyon Cove, financed with LIHTC is in the final development process in the City of Deland. Volusia County invested SHIP funds in this project for local government support.

Additionally, Volusia County fosters affordable housing through the affordable housing incentives it provides, including expedited permitting for affordable housing, density bonuses, and a printed inventory of surplus land.

Actions planned to reduce lead-based paint hazards

Community Assistance Division plans to continue its ongoing policies and procedures to ensure that lead-based paint hazards present in homes that are undergoing housing rehabilitation are addressed. All homes that were constructed prior to 1978 that are undergoing housing rehabilitation through Volusia County, regardless of funding source, are tested for the presence of lead-based paint (LBP), and if LBP is identified proper actions are taken to mitigate pursuant

to regulations.

Actions planned to reduce the number of poverty-level families

The County of Volusia Community Assistance Division activity pursues programs to reduce poverty for residents through two CSBG and Section 8 funded Family Self-Sufficiency programs and emphasis on Section 3 employment requirements in all capital projects activities.

Family Self-Sufficiency Programs

Community Services Block Grant -Volusia County, through the Human Services Activity of the Community Assistance Division, uses CSBG program funds to assist low-income individuals and families to become more self-sufficient. A Family Self-Sufficiency Program was implemented to provide participants with available resources and in some cases financial assistance to promote their progression to independence and improved economic situation.

Housing Choice Voucher Program- Section 8- Households that are currently being served by the Volusia County Housing Choice Voucher Program-Section 8, also have a family self-sufficiency program that is tailored to their unique needs, as public housing assistance residents. Section 8 staff works with the Section 8 families and provides case management to assist in working toward the goal of economic independence. Successful participants in the Section 8 program are eligible for the homeownership program, a major step in achieving self-sufficiency.

Section 3- Community Assistance recognizes the importance of Section 3 of the Housing and Urban Development Act of 1968, which sets goals to direct economic opportunities generated by HUD funding for housing and community development projects to low and very low income persons. As part of the procurement process in awarding contracts for capital projects and housing rehabilitation, the Community Assistance Division emphasizes Section 3 hiring for all activities. Community Assistance actively promotes the hiring of Section 3 contractors and subcontractors in its procurement procedures.

Actions planned to develop institutional structure

The Community Assistance Division plans to continue to develop institutional structure through the following actions and initiatives in the upcoming year:

- Public housing - Provide technical assistance and support to grant applications submitted by local housing authorities
- Housing - Develop capacity of local non-profit agencies; refer non-profit agencies to training to develop capacity for undertaking affordable housing development and management that is available through various sources, including Florida Housing Coalition; provide technical assistance to support agencies considering applying for

community housing development organization (CHDO) status

- Non-housing community development - Continue to refine process for application submission for CDBG funds by county departments, cities, and agencies
- Homeless - Continue active participation in the Commission on Homeless for Volusia and Flagler Counties
- Non-homeless special needs - Continue to refine the process for Requests for Statement of Qualifications (RSQ) applications to fund agencies that assist non-homeless special needs and homeless populations that are awarded through the CFAB
- Develop stronger partnerships with other CDBG entitlements in Volusia County – City of Daytona Beach, Deltona and Port Orange – to share information, concerns, and local best practices

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

To enhance coordination between public and private housing and social services agencies, the County, through its Community Assistance Division (CAD), will participate in the following actions:

Volusia County Affordable Housing Partnership (AHP): The CAD has created a partnership with for-profit and not-for-profit affordable housing organizations, local lenders and real estate professionals throughout the county. The AHP help very-low, low- and moderate-income households apply for homebuyer assistance loans awarded through Volusia County. Staff also consulted with the AHP on issues of concern to income-restricted homebuyers, including credit standards and suitability of housing stock.

The Children and Families Advisory Board (CFAB): The CFAB assesses and evaluates children and family priority needs, develops strategies to meet those needs, and makes funding recommendations to the county council to allocate the county general revenue funds budgeted for these needs. The CFAB plans to reevaluate current priorities and the need for services during FY 2019-20. The CAD provides staff support and coordinates with the board to ensure that information and funding opportunities available through the Annual Plan is shared with the CFAB and agencies.

The Commission on Homelessness and Housing for Volusia and Flagler Counties (CoHH) - Volusia County and the CoHH have created a partnership to enhance coordination of homeless services countywide. The Volusia/Flagler County Coalition for the Homeless (VFCCH) holds the central leadership position with all agencies offering homeless services and coordinates the CoHH. As the lead agency, VFCCH staff collaborated with Volusia County in the identification of

the activities to be funded with the Emergency Solutions Grant.

One Voice for Volusia: The County plans to continue to provide financial support to One Voice for Volusia. One Voice for Volusia is a coalition that connects non-profit, government and community-based organizations along with local businesses to promote system and community improvements for the benefit of youth and families in the county. The Community Assistance Division will also coordinate with One Voice to ensure that information and data gathered by One Voice addresses identified priority needs, as possible.

United Way/211: The County plans to continue to provide financial support to United Way to operate the "First Call for Help/211" telephone system that provides 24 hour/7 days a week referral and information services to link persons to housing, social services, medical services, food, transportation, and other essential needs of daily living.

Program Specific Requirements

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

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in AP-35. The following identifies program income that is available for use.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(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.

Program Income Category	Dollar Amount
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

Table 15 - CDBG Program Income

Other CDBG Requirements

Program Income Category	Dollar Amount
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.	80.00%

Table 16 - Other CDBG Requirements

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. **A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

The County of Volusia does not plan to use other forms for investment beyond those identified in Section 92.205.

2. **A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:**

The County of Volusia plans to use HOME funds in FY 2019-20 to assist first-time homebuyers in acquiring a home. When providing opportunities for homeownership through the Homebuyer Assistance Program, the County of Volusia follows recapture guidelines to ensure compliance with HOME regulations as required in 24 CFR 92.254 (a) (5).

The County of Volusia requires repayment of the entire amount of the HOME investment directly provided to the homeowner if the housing is transferred or ceases being the principal residence of the family for the duration of the 15 year mortgage period, which may exceed the statutory HOME affordability period as defined in 24 CFR 92.254 (a) (4). The County uses the statutory HOME affordability periods as defined in 24 CFR 92.254 (a)(4) in determining if the repaid funds are treated as program income or recaptured funds. If HOME funds are provided to a non-profit developer as subsidy, these funds are not subject to recapture from the homebuyer.

The County's recapture guidelines also provide for the recapture of the net shared appreciation, on a pro rata basis, if the home is sold, or ceases to be the principal residence, during the first ten years of ownership. The net shared appreciation is collected pro rata as follows:

Year of Ownership	Recapture Guideline
Year 1 to end of 2 nd year	100% of net appreciation
Year 3 to end of 5 th year	50% of net appreciation
Year 6 to end of 10 th year	20% of net appreciation

Table 17 - Recapture Guidelines

The recapture provisions are subject to the limitation, contained in the mortgage, that when the recapture requirement is triggered by a sale of the home, and the proceeds of the sale are not sufficient to repay the entire amount of the HOME investment, the County will accept the net proceeds as the full recapture amount. The term "net proceeds" means the sales price minus any superior loan repayment and closing costs paid by the seller.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The recapture of HOME funds is enforced through the use of a recorded mortgage with recapture provisions. The mortgage is for a fifteen year period. However, the HOME affordability period is based on the amount of HOME funds actually invested in the unit and the statutory limits as set forth in 24 CFR 92.254 (a) (4).

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The County of Volusia does not have any plans to use HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Emergency Solutions Grant (ESG)

Reference 91.220(I)(4)

1. Include written standards for providing ESG assistance (may include as attachment)

ESG Written Standards have been attached as a program specific requirement.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The CoHH has a coordinated entry system utilizing the Homeless Management Information System (HMIS). The process of implementing and enhancing the centralized system involves programs such as, Supportive Services for Veteran Families (SSVF). The SSVF program utilizes the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT), once more agencies are able to utilize this system it will greatly benefit the coordinated entry plan. The CoHH is seeking opportunities to increase funding toward HMIS and coordinated assessment support to further improve and implement the centralized system to all agencies.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The County of Volusia will issue a Notice of Funding Availability (NOFA) and make applications available. ESG funds will be awarded to one or more agencies based on the applications provided. The agency must demonstrate in their application, an ability to successfully implement a rapid re-housing or homelessness prevention activity, meet match requirements, and provide written standards.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The County of Volusia has consulted with the CoHH in establishing standards and funding decisions for ESG. The CoHH meets the homeless participation requirement set forth in 24 CFR 576.405(a).

5. Describe performance standards for evaluating ESG.

ESG performance will be evaluated based on the following standards:

- Number of days to re-house households
- Use of an intake process and screening tool
- Case management
- Recertification of program participants at a minimum of semi-annually.

Appendix A – ESG Written Standards



Written Standards for Continuum of Care and Emergency Solutions Grant Service Delivery

Adopted on April 29, 2016, Amended on August 24, 2018, Amended on August 23,
2019

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General Standards

Each Emergency Solutions Grant (ESG) and Continuum of Care (CoC) funded service provider shall comply with the minimum written standards established by the Commission on Homelessness and Housing for Volusia and Flagler Counties (FL-504 Continuum of Care). Each provider may decide to set standards on their provision of ESG/CoC that exceed these minimum standards, but will at the very least comply with the following:

I. General Standards

- a. **Fair Housing/Equal Opportunity and Equal Access to HUD Assisted or Inured Housing** It is the policy of the Commission on Homelessness and Housing for Volusia and Flagler Counties (CoHH) that the CoC, other Permanent Programs and Housing Recipients and subrecipients as well as other emergency shelter, transitional housing, housing and service providers who participate in the CoC, must comply with the accessibility requirements of the Fair Housing Act (24 CFR part 100), Section 504 of the Rehabilitation Act of 1973 (24 CFR part 8), and Titles II and III of the Americans with Disabilities Act, as applicable (28 CFR parts 35 and 36), Comply with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4) (Nondiscrimination in Federally Assisted Programs); and other Federal civil rights statutes and regulations.

In accordance with the requirements of 24 CFR 8.4(d), recipients must ensure that their program's housing and supportive services are provided in the most integrated setting appropriate to the needs of persons with disabilities.

- i. **Nondiscrimination: It is the policy of CoHH to comply with all Civil Rights Laws.**
1. Civil rights laws protect the rights of applicants and residents to equal treatment by CoHH in all of the programs operating under its purview. It is the policy of the CoHH to comply with all Civil Rights laws now in effect and subsequently enacted, including but not limited to:
 - a. Title VI of the Civil Rights Act of 1964, which forbids discrimination on the basis of race, color, religion, national

- origin or sex; 24 CFR § 1 and 100
- b. Title VIII of the Civil Rights Act of 1968 (as amended by the 1974 HCDA and the Fair Housing Amendments Act of 1988), which extends protection against discrimination based on disability and familial status, and spell out forms of prohibited discrimination; 24 CFR § 100
- c. Executive Order 11063; 24 CFR § 107
- d. Section 504 of the Rehabilitation Act of 1973, which describes specific housing rights of persons with disabilities; 24 CFR § 8
- e. Age Discrimination Act of 1975, which establishes certain rights of the elderly; 24 CFR § 146
- f. Title II of the Americans with Disabilities Act, otherwise Section 504 and the Fair Housing Amendments govern (Title II deals with common areas and public space, not living units.); and
- g. Any applicable State laws or local ordinances.

ii. Procedure

1. Volusia Flagler County Coalition for the Homeless, as the Collaborative Applicant and lead agency for the CoHH, will monitor CoC participating agencies for adherence to Fair Housing/Equal Opportunity and Equal Access to HUD Assisted or Insured shelter and housing projects.
2. Volusia Flagler County Coalition for the Homeless will provide oversight so that all persons engaged for services are prioritized and referred through the FL-504 Coordinated Entry System – regardless of their race, color, national origin, age, religion, sex, sexual orientation, disability, or family status – are considered for services to include Prevention, Emergency Shelter, Transitional Housing and Permanent Housing opportunities.

iii. § 578.93 Fair Housing and Equal Opportunity

1. Nondiscrimination and equal opportunity requirements. The nondiscrimination and equal opportunity requirements set forth in 24 CFR 5.105(a) are applicable.
2. Housing for specific subpopulations. Recipients and subrecipients may exclusively serve a particular homeless subpopulation in transitional or permanent housing if the housing addresses a need identified by the Continuum of Care for the geographic area and meets one of the following:

- a. The housing may be limited to one sex where such housing consists of a single structure with shared bedrooms or bathing facilities such that the considerations of personal privacy and the physical limitations of the configuration of the housing make it appropriate for the housing to be limited to one sex;
- b. The housing may be limited to a specific subpopulation, so long as admission does not discriminate against any protected class under federal nondiscrimination laws in 24 CFR 5.105 (e.g., the housing may be limited to homeless veterans, victims of domestic violence and their children, or chronically homeless persons and families).
- c. The housing may be limited to families with children.
- d. If the housing has in residence at least one family with a child under the age of 18, the housing may exclude registered sex offenders and persons with a criminal record that includes a violent crime from the project so long as the child resides in the housing.
- e. Sober housing may exclude persons who refuse to sign an occupancy agreement or lease that prohibits program participants from possessing, using, or being under the influence of illegal substances and/or alcohol on the premises.
- f. If the housing is assisted with funds under a federal program that is limited by federal statute or Executive Order to a specific subpopulation, the housing may be limited to that subpopulation (e.g., housing also assisted with funding from the Housing Opportunities for Persons with AIDS program under 24 CFR part 574 may be limited to persons with acquired immunodeficiency syndrome or related diseases).
- g. Recipients may limit admission to or provide a preference for the housing to subpopulations of homeless persons and families who need the specialized supportive services that are provided in the housing (e.g., substance abuse addiction treatment, domestic violence services, or a high intensity package designed to meet the needs of hard-to-reach homeless persons). While the housing may offer services for a particular type of disability, no otherwise eligible individuals with disabilities or families including an individual with a disability, who may benefit from the services provided, may be excluded on the grounds that they do not have a particular disability.

3. Affirmatively furthering fair housing. A recipient must implement its programs in a manner that affirmatively furthers fair housing, which means that the recipient must:
 - a. Affirmatively market their housing and supportive services to eligible persons regardless of race, color, national origin, religion, sex, sexual orientation, age, familial status, or handicap who are least likely to apply in the absence of special outreach, and maintain records of those marketing activities;
 - b. Where a recipient encounters a condition or action that impedes fair housing choice for current or prospective program participants, provide such information to the jurisdiction that provided the certification of consistency with the Consolidated Plan;
 - c. Provide program participants with information on rights and remedies available under applicable federal, State and local fair housing and civil rights laws.
 - d. Accessibility and integrative housing and services for persons with disabilities.
 - e. Volusia Flagler County Coalition for the Homeless, Inc. will ensure compliance with Title II and Title III of the ADA regulations as referenced in Volusia Flagler County Coalition's Section 504 Self Evaluation.
4. Visitability / Design
 - a. Volusia Flagler County Coalition for the Homeless, Inc. will address visitability/design should new construction be an option; or if proposed rehabilitation can accommodate the visitability concept.
 - b. New Construction: NA however should the agency pursue new construction, plans for new construction will address accessibility issues for persons with disabilities (including mobility impairment), and be located in areas that are accessible and that prohibit discrimination.
 - c. Rehabilitation/Alterations: Not currently applicable. See above.

b. Participant Eligibility: Minimum standards for evaluating individual and family eligibility for assistance under Emergency Solutions Grant (ESG) and Continuum of Care (CoC) are:

- i. **Street Outreach:** People who are qualify as 'unsheltered homeless,' based on category (1)(i) of the "homeless" definition found at 24 CFR 576.2 are eligible for the following activities, in compliance with federal ESG rules (24 CFR

576.101): engagement, case management, emergency health and mental health services, transportation

- ii. **Emergency Shelter:** People who qualify as 'homeless,' based on categories (1, 2, or 4) of the "homeless" definition found at 24 CFR 576.2 are eligible for the following activities, in compliance with federal ESG rules (24 CFR 576.102): case management; child care; education, employment and life skills services; legal services; health, mental health and substance abuse services; transportation; *NOT ALLOWABLE:* Mortgage and mortgage arrearage payments.
- iii. **Rapid Re-housing:** CoC and ESG funded rapid rehousing will follow the standards as set forth below. People who qualify as 'homeless,' based on categories (1 or 4) of the "homeless" definition found at 24 CFR 576.2 and/or 578.3 and who are moving into a housing unit that meets HUD's habitability and lead-based paint standards are eligible for the following activities, in compliance with federal ESG and CoC rules (24 CFR 576.104, 576.105, 576.106, 578.37, 578.51 and 578.77,). Persons who meet the 'category 2' homeless definition are eligible for CoC funded Rapid Rehousing provided the project was not funded under special NOFA conditions (reallocated projects) that limit eligibility to those living on the streets or in shelters. Additionally, persons receiving rapid rehousing through the ESG program must have incomes at or below 30% of the area median income (AMI) at annual recertification.
- iv. **Housing Relocation and Stabilization Services:** moving costs, rent application fees (ESG only), security deposits, last month's rent, utility deposits, utility payments,(ESG only) housing search/placement, housing stability case management, mediation and legal services, credit repair/budgeting/money management o Rental Assistance: short-term (up to 3 months) and medium-term (4-24 months) rental assistance, up to 24 months total during a 3-year period in tenant based or project-based housing. The 24 months may include a one-time payment for up to 6 months of rent arrears on the tenant's portion of the rent (arrearages covered under ESG only). Rent amount must not exceed HUD's published Fair Market Rent and the HUD standard for rent reasonableness (24 CFR 982.507). There must be a rental assistance agreement between the landlord and agency and a written lease between tenant and landlord. Each provider offering rapid rehousing must reevaluate the need for continued assistance every 90 days. Continued assistance will be provided for up to three (3) months at a time. Eligibility and income shall be reviewed no less frequently than annually. Participants in rapid rehousing are required to meet with case managers no less frequently than monthly. *NOT ALLOWABLE:* Mortgage and mortgage arrearage payments.

- v. **Homelessness Prevention:** People who qualify as ‘at risk of homelessness,’ based on categories (2 or 4) of the “homeless” definition or based on the “At risk of homelessness” definition found at 24 CFR 576.2 and who reside in a housing unit that meets HUD’s habitability and lead-based paint standards and have an annual income below 30% of Area Median Income (AMI), are eligible for the following services, in compliance with federal ESG rules (24 CFR 576.103, 576.105, 576.106):
- vi. **Housing Relocation and Stabilization Services:** Moving costs, rent application fees, security deposits, last month’s rent, utility deposits, utility payments, housing search/placement, housing stability case management, mediation and legal services, credit repair/budgeting/money management o Rental Assistance: short-term (up to 3 months) and medium-term (4-24 months) rental assistance, up to 24 months total during a 3-year period in tenant-based or project-based housing The 24 months may include a one-time payment for up to 6 months of rent arrears on the tenant’s portion of the rent. Rent amount must meet the federal requirements for Fair Market Rent (24 CFR 888) and the HUD standard for rent reasonableness (24 CFR 982.507). There must be a rental agreement between the landlord and agency and a written lease between tenant and landlord. NOT ALLOWABLE: Mortgage and mortgage arrearage payments.
- vii. **Transitional Housing:** Transitional housing facilitates the movement of homeless individuals and families to permanent housing within 24 months of entering the housing. Eligible persons for transitional housing meet the homeless definition based on categories 1, 2 and 4. Providers of transitional housing services shall arrange for or make available services to participants to assist them in securing permanent housing within specified time periods. Transitional housing may be provided in scatter site or single site locations. Individuals and families assisted in transitional housing shall be provided housing accommodations as well as a services program intended to address issues that may hinder the household from obtaining or maintaining stable long term housing.
- viii. **Permanent Supportive Housing for Persons with Disabilities:** Eligible households include individuals with disabilities and families in which one adult or child has a disability. To be served households must also meet the definition of homelessness according to category 1 and 4. Supportive services designed to meet the needs of program participants must be made available to participants. Permanent supportive housing may be provided on a scatter site or single site basis using tenant based rental assistance, leasing or operating costs to support the operations of a supportive housing facility as well as supportive services to meet resident needs.

Any permanent support housing developed in the continuum of care is required to follow the Housing First model described in these standards.

II. Coordinated Assessment

- a. Minimum standards for centralized or coordinated assessment system are:
 - i. The Continuum of Care has developed and adopted a Coordinated Entry (centralized or coordinated assessment) system in accordance with HUD's requirements (24 CFR Part 578): all providers within the Continuum of Care's area, except for victim service providers, shall use that assessment system.
 - ii. A victim service provider may choose not to use the Continuum of Care's assessment system. However, all victim service providers are required to use a centralized or coordinated assessment system that meets HUD's minimum requirements.
 - iii. This shall include the use of a standardized assessment tool by all providers to determine the appropriate intervention to address the episode of homelessness and the prioritization of individuals and families for assistance based on the severity of their service needs and the length of time homeless.
 - iv. Ongoing training and support will be provided to all CoC and ESG funded providers in the assessment, prioritization and placement process.

III. Program Coordination

- a. Minimum standards for program coordination consist of on-going system and program coordination and integration of ESG and CoC funded activities to the maximum extent practicable with the following:
 - i. Emergency shelter providers, essential services providers, homelessness prevention, transitional housing, permanent supportive housing and rapid rehousing assistance providers;
 - ii. Other homeless assistance providers, including:
 - 1. HUD-Veterans Affairs Supportive Housing (HUD-VASH);
 - 2. Education for Homeless Children and Youth Grants for State and Local Activities (McKinney-Vento Homeless Assistance Act);
 - 3. Grants for the Benefit of Homeless Individuals;
 - 4. Healthcare for the Homeless; § Programs for Runaway and Homeless Youth;
 - 5. Projects for the Assistance in the Transition from Homelessness;
 - 6. Services in Supportive Housing Grants;
 - 7. Emergency Food and Shelter Program;
 - 8. Transitional Housing Assistance Grants for Victims of Sexual Abuse, Domestic Violence, and Stalking Program;
 - 9. Homeless Veterans Reintegration Program;
 - 10. Domiciliary Care for Homeless Veterans Program;

- 11. VA Homeless Providers Grant and Per Diem Program;
 - 12. Health Care for Homeless Veterans Program;
 - 13. Homeless Veterans Dental Program;
 - 14. Supportive Services for Veterans Families Program; and
 - 15. Veterans Justice Outreach Initiative
- b. Mainstream service and housing providers:
 - i. Public housing programs assisted under section 9 of the U.S. Housing Act of 1937;
 - ii. Housing programs receiving Section 8 tenant based or project based assistance;
 - iii. Supportive Housing for Persons with Disabilities;
 - iv. HOME Investment Partnerships Program;
 - v. Temporary Assistance for Needy Families;
 - vi. Health Center Program;
 - vii. Head Start;
 - viii. Mental Health and Substance Abuse Block Grants;
 - ix. Services funded under the Workforce Investment Act; and
 - x. State Housing Related Assistance Program for Adults with Serious Mental Illness
 - c. Commission on Homelessness and Housing (CoC) Networks:
 - i. Commission on Homelessness and Housing (CoC) Board of Directors meetings
 - ii. Commission Application Committee
 - iii. Commission Executive Committee
 - iv. Commission HMIS/Coordinated Entry Committee
 - v. Commission Attainable Housing Steering Committee
 - vi. Various other committees, task forces and workgroups.

IV. Homeless Management Information System (HMIS)

- a. Minimum standards for ESG data are:
 - i. Providers, except for victim service providers shall actively utilize the Homeless Management Information System (HMIS)
 - ii. Enter data on people served and assistance provided under ESG.
 - iii. Victim service providers shall actively utilize a comparable data system that meets HUD's standards (24 CFR 576.107).
 - iv. Commission on Homelessness and Housing will designate an HMIS Lead Agency through a Memorandum of Understanding that will be reviewed and renewed at three year intervals. The HMIS lead will be responsible for CoC, ESG, and NHAP HMIS activities. Continuity is a critical factor in a well-run HMIS system; therefore, preference in the procurement may be granted to

the existing provider. 7 The HMIS provider will recommend to the CoC an HMIS software solution for the CoC.

- v. The HMIS lead is responsible for:
 1. Maintaining and updating the HMIS data system
 2. Providing training and support to all HMIS users
 3. HMIS Administrator
 4. Generating regular reports based on HMIS data including counts of homeless persons and performance reports on CoC and ESG funded providers.
 5. Providing reports to HUD as required including the Annual Homelessness Assessment Report (AHAR).
 6. The CoC has also designated the HMIS lead to assist in implementing the system of coordinated Entry to be used in the CoC.

V. Income Determination

- a. Minimum standards for determination of an individual or family's annual income consist of calculating income in compliance with 24 CFR 5.609.
 - i. Annual income is defined as: Annual income means all amounts, monetary or not, which:
 1. Go to, or on behalf of, the family head or spouse (even if temporarily absent) or to any other family member; or
 2. Are anticipated to be received from a source outside the family during the 12-month period following admission or annual reexamination effective date; and
 3. Which are not specifically excluded in paragraph (c) of 24 CFR 5.609.
 4. Annual income also means amounts derived (during the 12-month period) from assets to which any member of the family has access. Individuals and families assisted under ESG are required to have annual incomes at or below 30% of Area Median.

There are no income limits for CoC assistance, but in all instances in which participants are charged rent or occupancy charges, the amount charged must be based on participant's verified annual income for all sources. In verifying income, ESG and CoC funded providers are required to obtain third party verification whenever possible. Self-certification or verification is to be accepted only when all efforts have been made to obtain third party verification have not produced results.

VI. Connection with Other Resources

- a. Minimum standards for connection with other resources consist of assisting each participant to obtain, if applicable:
 - i. Appropriate support services including:

- ii. Permanent housing;
- iii. Medical health treatment;
- iv. Behavioral health services;
- v. Counseling;
- vi. Supervision; and
- vii. Other services needed for independent living.
- viii. Other governmental and private assistance available to help with housing stability including:
 - 1. Medicaid;
 - 2. Medicare;
 - 3. Supplemental Nutrition Assistance Program;
 - 4. Women, Infants and Children (WIC);
 - 5. Federal-State Unemployment Insurance Program;
 - 6. Supplemental Security Income (SSI);
 - 7. Social Security Disability Insurance (SSDI);
 - 8. Child and Adult Care Food Program; and
 - 9. Other available assistance.

VII. Termination of Assistance

- a. Minimum standards for termination of assistance are:
 - i. In general – If a program violation occurs and the provider terminates assistance as a result, the termination shall follow an established process that recognizes the rights of the individuals affected. Termination shall only occur in the most severe cases after other remedies have been attempted.
 - ii. Due process rights for individuals and families facing program termination – When an ESG or CoC funded homeless assistance program seeks to terminate participation for any household, the required formal process shall minimally consist of:
 - iii. Written notice clearly stating the reasons for termination;
 - iv. Review of the decision that gives the participant opportunity to present objections to the decision and to have representation. Any appeal of a decision shall be heard by an individual different from and not subordinate to the initial decision-maker; and
 - v. Prompt written notice of the final decision on the appeal.
 - vi. Ability to provide further assistance – Termination will not bar the provider from providing later additional assistance to the same family or individual.

VIII. Lead-Based Paint

- a. Minimum standards for all shelters and program participant-occupied housing consist of compliance with the lead-based paint remediation and disclosure

requirements identified in 24 CFR 576.403, including the Lead-Based Paint Poisoning Prevention Act (42 USC 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 USC 4851-4856) and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M and R.

IX. Safety, Sanitation, & Privacy

- a. Minimum standards for all shelters and program participant-occupied housing consist of compliance with the safety, sanitation & privacy requirements identified in 24 CFR 576.403 and 578.75, including:
 - i. Minimum standards for Emergency Shelters: Any building for which ESG funds were used for conversion, major rehabilitation or other renovation or that receives ESG assistance for shelter operations shall meet state/local government safety and sanitation standards, as well as the following:
 1. Structure and materials—The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
 2. Products and appliances—Any ESG funded renovation, including major rehabilitation and conversion, must use Energy Star products/appliances.
 3. Access—The shelter must comply with the applicable Rehabilitation, Fair Housing and Americans with Disabilities Acts and implementing regulations.
 4. Space and security—Unless it is a day shelter, it must provide appropriate places to sleep, adequate space, and security for residents and their belongings.
 5. Interior air quality—Each shelter room/space must have proper ventilation and be pollutant free.
 6. Water supply—Must be free of contamination.
 7. Sanitary facilities—Each participant must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
 8. Thermal environment—The shelter must have the necessary, properly operating heating/cooling facilities.
 9. Illumination and electricity—The shelter must have adequate and appropriate lighting and safe electrical sources.
 10. Food preparation—Any food preparation areas must be able to store, prepare, and serve safe and sanitary food.
 11. Sanitary conditions—The shelter must be in sanitary condition.
 12. Fire safety—Each occupied unit of the shelter must have at least one working smoke detector and when possible they should be near

sleeping areas. The fire alarm system must be designed for hearing-impaired residents. All public areas must have at least one working detector and there must be a second means of exiting the building in the event of an emergency.

- ii. **Minimum standards for Permanent and Transitional Housing:** Providers shall not use ESG or CoC funding to help someone remain or move into housing if the housing does not meet the following minimum habitability standards:
 1. Structure and materials—The building must be structurally sound, protect participants from the elements and not pose any threats to their health or safety.
 2. Space and security—Each resident must have adequate space and security for themselves and their belongings and an acceptable place to sleep. ☐ Interior air quality—Each room or space must have proper ventilation and be pollutant free.
 3. Water supply—Must be free of contamination.
 4. Sanitary facilities—Residents must have access to sufficient, sanitary facilities that are in proper operating condition, private and adequate for personal cleanliness and disposal of human waste.
 5. Thermal environment—The housing must have the necessary, properly operating heating/cooling facilities.
 6. Illumination and electricity—The structure must have adequate and appropriate lighting and safe electrical sources.
 7. Food preparation—All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.
 8. Sanitary conditions—The housing must be in sanitary condition.
 9. Fire safety:
 - a. There must be a second means of exiting the building in the event of an emergency.
 - b. Each unit must include at least one properly working smoke detector on each occupied level of the unit, located when possible in a hallway adjacent to a bedroom.
 - c. If the unit is occupied by a hearing-impaired person, smoke detectors must have an alarm system designed for hearing-impaired persons in each bedroom he or she occupies.
 - d. The public areas of the housing must be equipped with a sufficient number of detectors, but not less than one for each area.

X. Conflicts of Interest

- a. Minimum standards for conflicts of interest are:
 - i. Organizational conflicts of interest
 - 1. ESG and CoC assistance will not be contingent on the individual's or family's acceptance or occupancy of emergency shelter or housing owned by the provider or a provider's subsidiary or parent.
 - 2. No provider, with respect to individuals or families occupying housing owned by the provider or a provider's subsidiary or parent, will carry out the initial evaluation under 24 CFR 576.401 or administer homelessness prevention assistance under 24 CFR 576.103.
 - ii. Individual conflicts of interest
 - 1. When procuring goods and services, the provider will comply with codes of conduct and conflict of interest requirements under 24 CFR 84.42 (private non-profit) or 24 CFR 85.36 (government).
 - iii. All transactions/activities
 - 1. No CoC board member may participate in or influence discussions or resulting decisions concerning the award of a grant or other financial benefits to the organization that the member represents.
 - 2. Conflicts prohibited – No person involved with the ESG or CoC programs or who is in a position to participate in a decision-making process or gain inside information regarding the program's activities, shall obtain a financial interest or benefit from an assisted activity; have a financial interest in any related contract, subcontract, or assisted activity; or have a financial interest in the activity's proceeds (either himself or herself or those with whom he or she has family or business ties) during his or her tenure or for one year following tenure.
 - 3. Persons covered – These conflict of interest provisions apply to any employee, agent, consultant, officer or elected or appointed official of the provider's agency.
 - 4. Exceptions – A provider may request an exception to these provisions from HUD, only if he or she meets the threshold requirements identified in 24 CFR 576.404 and/or 578.95(d)(2)

XI. Homeless Participation

- a. Minimum standards for homeless participation are:
 - i. Each funded provider of CoC or ESG assistance must provide for the participation of not less than one homeless individual or formerly homeless individual on the board of directors or equivalent policymaking entity of the provider. (24 CFR 578.75(g))

- ii. To the maximum extent possible, the provider shall involve homeless individuals and families in paid or volunteer work on the ESG or CoC funded facilities, in providing services under ESG or CoC and in providing services for occupants of ESG or CoC funded facilities (24 CFR 576.405 and 578.75).

XII. Faith-Based Activities

- a. Minimum standards for faith-based activities (24 CFR 576.406 and 578.87) are:
 - i. Providers receiving ESG/CoC funding shall not engage in inherently religious activities as part of the ESG/CoC-funded programs or services. Such activities must be offered separately from ESG/CoC-funded programs and services and participation must be voluntary.
 - ii. A religious organization receiving ESG/CoC funding retains independence from government and may continue with its mission provided that ESG/CoC funds are not used to support inherently religious activities. An ESG/CoC-funded organization retains its authority over its internal governance.
 - iii. An organization receiving ESG/CoC funding shall not discriminate against a participant or prospective participant based on religion or religious beliefs.
 - iv. ESG/CoC funding shall not be used for the rehabilitation of structures used specifically for religious activities, but may be used for rehabilitating structures that are used for ESG/CoC-eligible activities.

XIII. Probation against Involuntary Family Separation.

- a. The age and gender of a child under age 18 must not be used as a basis for denying any family's admission to any housing or shelter receiving funding from either ESG or CoC (578.93(e))

XIV. Nondiscrimination/Equal Opportunity/Affirmative Outreach

- a. Minimum standards shall comply with the requirements for nondiscrimination, equal opportunity and affirmative outreach identified in §576.407 and 578.93(a-b).

XV. Program Income

- a. Minimum standards for private non-profit organizations for program income earned during the project period are that the program income shall be retained and used to finance the non-Federal share of the project or program. Records of the receipt and use of program income shall be retained. Program income may not be used to meet matching funding requirements.

XVI. Recovered Materials

- a. Minimum standards for the procurement of recovered materials shall comply with the requirements identified in §576.407(f) and 578.99(b), including that the recipient and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act.

The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

XVII. Displacement

- a. Minimum standards for minimizing the displacement of persons (families, individuals, businesses, nonprofit organizations and farms) as a result of a project assisted under ESG and/or CoC shall comply with §576.408 and/or 578.83 and consist of:
 - i. **Minimizing displacement:** Consistent with ESG/CoC goals and objectives, the providers shall minimize displacing people as a result of ESG/CoC-funded projects. Temporary relocation not permitted - No temporary relocation shall be required for an ESG/CoC-funded project. When a tenant has to move for an ESG/CoC-funded project, the tenant shall be treated as permanently displaced and offered relocation assistance and payments.
 - ii. **Relocation assistance for displaced persons:** In general, a displaced person shall be provided relocation assistance and advised of his or her Fair Housing Rights.
 - iii. **Displaced Person:** A “displaced person” is defined as any person that moves from a permanent home as a result of ESG/CoC-funded acquisition, rehabilitation, or demolition of a project. A person does not qualify as a “displaced person” if the person:
 - 1. Was evicted based on a violation of the lease or occupancy agreement; violation of the law; and the recipient determines that the eviction was not undertaken to evade the obligation to provide relocation assistance.
 - 2. Moved into the property after the application was submitted but was provided with written notice that he or she would not qualify as a “displaced person.”

3. The person is ineligible under 49 CFR 24.2.
4. HUD determines that the person was not displaced as a result of the project.
- iv. The State or the provider may request that HUD determine whether or not a displacement would be covered by this rule.
- v. **Real property acquisition requirements:** The acquisition of real property for an ESG/CoC funded project is subject to the URA and Federal government wide regulations.
- vi. **Appeals:** A person who disagrees with the recipient's determination concerning whether the person qualifies as a displaced person, or the amount of relocation assistance may file a written appeal. A low-income person who disagrees with the recipient's determination may submit a written request for review of that determination by HUD.

XVIII. Records & Recordkeeping

- a. Minimum standards shall ensure sufficient written records are established and maintained to enable the State and HUD to determine whether ESG/CoC requirements are being met and comply with §576.500 and 578.103, including the following:
 - i. CoC records shall include the following documentation related to establishing and operating the Continuum of Care:
 1. Evidence that the Board selected meets the requirements of 578.5(b);
 2. Evidence that the CoC has been established and operated as set forth in subpart B of 24 CFR part 578 including published agendas and meeting minutes, an approved Governance Charter that is reviewed and updated annually, a written process for selecting a board that is reviewed and updated at least every five years, evidence required for designating a single HMIS for the CoC, and monitoring reports of recipients and sub-recipients.
 3. Evidence that the CoC has prepared the HUD application for funds in accordance with 578.9 ☐ Program participant records shall include written:
 4. Determination and verification/certification that the program participant met the criteria for being Homeless or At Risk of Homelessness and that an effort was made to obtain written third-party verification, when possible and applicable.
 5. For CoC funded projects, acceptable evidence of homeless status as set forth in 576.500(b).

6. Determination and verification/certification that the program participant was eligible or ineligible for the particular services and/or financial assistance.
 7. Determination and verification/certification that the program participant lacked sufficient resources and support networks to provide the assistance for Determination and verification/certification that the program participant met income requirements and that an effort was made to obtain written third party verification, when possible and applicable. This includes annual documentation of income for each program participant who receives housing assistance where rent or an occupancy charge is paid by the program participant.
 8. Determination and verification/certification that the only households served through permanent supportive housing meet HUD's requirements of having a family member be a person with disabilities. Identification of the specific services and financial assistance amounts that were provided to the program participant.
 9. When applicable, verification that the services were terminated in compliance with 576.402 and/or 578.91.
 10. When adopted by the Continuum of Care, a copy of the CoC-approved centralized or coordinated assessment of the program participant
 11. Copies of written leases and rental agreements, documentation of payments made, including dates of occupancy, and compliance with fair market rent, rent reasonableness and utility allowance requirements
 12. Determination and verification that the housing unit met HUD's habitability and lead-based paint standards
 13. Copy of individualized housing stability plan
 14. Notes verifying case management services were provided at least monthly, unless exempt from this requirement
 15. Notes verifying program participant's eligibility was re-evaluated at least every 3 months for homelessness prevention services or at least annually for rapid rehousing services
 16. Notes verifying program participant was assisted to obtain necessary mainstream and other resources
- ii. Program policies and procedures shall indicate:
1. Services are coordinated with Continuum(s) of Care, other homeless assistance/prevention programs and mainstream service and assistance programs.
 2. Compliance with HUD's ESG (24 CFR 576 and 578) requirements for:

- a. Shelter and housing standards
 - b. Conflict of interest
 - c. Homeless participation
 - d. Faith-based activity
 - e. Nondiscrimination, equal opportunity and affirmative outreach ☐ Uniform administrative rules (24 CFR part 84) ☐ Environmental review
 - f. Lobbying and disclosure (24 CFR part 87)
 - g. Displacement, relocation and acquisition
 - h. Procurement (24 CFR 84.40-84.48)
- 3. Program participant records are kept secure and confidential for participation in HMIS or comparable database.
 - 4. Financial records shall include:
 - a. Supporting documentation for all costs charged to ESG or CoC grant.

Street Outreach Standards

XIX. Street Outreach Minimum Standards

- a. **Targeting/Engagement:** Providers of Street Outreach services shall target unsheltered homeless individuals and families, meaning those with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station airport or camping ground.
- b. **Assessment/Service Provision/Referral/Prioritization:** Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered the following Street Outreach services, as needed and appropriate: engagement, case management, emergency health and mental health, transportation services.

Emergency Shelter Standards

XX. Emergency Shelter Minimum Standards

- a. **Admission:** Providers of Emergency Shelter services shall admit individuals and families who meet the HUD definition of “homeless,” as specified in 24 CFR 576.2 (1, 2, & 4) and agencies’ eligibility criteria.

- b. Assessment:** Individuals and families shall be offered an initial need and eligibility assessment and qualifying program participants, including those meeting special population criteria, will be offered Emergency Shelter services, as needed and appropriate. Assessment shall be based on the coordinated assessment process employed by the CoC.
- c. Prioritization/Diversion/Referral:** When appropriate based on the individual's needs and wishes, the provision of or referral to Homeless Prevention or Rapid Rehousing services that can quickly assist individuals to maintain or obtain safe, permanent housing shall be prioritized over the provision of Emergency Shelter or Transitional Housing services.
- d. Reassessment:** Program participants will be reassessed as case management progresses, based on the individual service provider's policies.
- e. Discharge/Length of Stay:** Program participants shall be discharged from Emergency Shelter services when they choose to leave or when they have successfully obtained safe, permanent housing. Any Length of Stay limitations shall be determined by the individual service provider's policies and clearly communicated to program participants. Providers of shelter services are strongly encouraged not to discharge individuals and families who have not secured permanent housing and maintain those households in shelter until they can be placed in appropriate permanent housing.
- f. Safety and Shelter Safeguards for Special Populations:** Safety and Shelter Safeguards shall be determined by the individual Special Population service provider's policies and clearly communicated to program participants.

Homeless Prevention and Rapid Re-Housing Standards

XXI. Homeless Prevention and Rapid Re-Housing Minimum Standards

- a. Eligibility/ Prioritization:** Minimum standards for determining and prioritizing which eligible families and individuals shall receive homelessness prevention assistance and which eligible families and individuals shall receive rapid rehousing assistance are:
 - i. Rapid Re-housing (RR):** To be eligible for RR Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must:
 1. Meet the federal criteria under category (1) of the "homeless" definition in 24 CFR 576.2 [ESG funded programs]
 2. Meet the criteria under category (4) of the "homeless" definition in 24 CFR 576.2 and live in an emergency shelter or other place

described in category (1) of the “homeless” definition. [ESG funded programs]

3. Program participant’s annual income, at annual review must be less than or equal to 30% of the Area Median Income [ESG Funded programs only] o Meet the federal requirements under categories 1, 2, or 4. (literally homeless, imminently losing primary nighttime residence, and fleeing domestic violence) for CoC funded projects
 4. All participants must lack sufficient resources or support networks to retain housing without ESG or CoC assistance.
- ii. **Homelessness Prevention (HP) ESG:** To be eligible for HP Housing Relocation and Stabilization Services and Short-term and Medium-term Rental Assistance, people must require HP services to prevent moving into an emergency shelter or another place described in category (1) of the “homeless” definition in 24 CFR 576.2, have an annual income below 30% of the median income for the area and:
 1. Meet the federal criteria under the “at risk of homelessness” definition in 24 CFR 576.2 OR
 2. Meet the criteria in category (2), or (4) of the “homeless” definition in 24 CFR 576.2.
 - iii. **Priority populations for Rapid Rehousing.** In providing rapid rehousing assistance, providers shall prioritize the following subpopulations:
 1. Families with children;
 2. Domestic violence survivors;
 3. Single persons without long term disabilities; and
 4. Veterans, especially those persons who have served in the US military but are not eligible for services from the Department of Veterans Affairs (VA) or who are unable to access services from the VA.
- b. **Participant Contribution:** Minimum standards for determining what percentage or amount of rent and utilities costs each program participant shall pay while receiving homelessness prevention or rapid rehousing assistance are:
 - i. Participant’s income shall be verified prior to approval for initial and additional financial assistance. Documentation of the participant’s income and expenses, including how the participant is contributing to housing costs, if at all, shall be maintained in participant’s file. This file shall also contain a plan to sustain housing following the assistance, including either a plan to increase income or decrease expenses or both.
 - ii. Participants are not required to contribute rent. Providers funded under ESG or CoC may pay up to 100 percent of the reasonable rent and utility costs for program participants. Providers may, at their discretion, choose to impose rental charges on participants. In the event that providers elect to charge

rent or occupancy charges, these charges may not exceed those established in 24 CFR 578.77.

- iii. Any additional requirements regarding the percentage or amount of rent and utilities costs each program participant shall pay shall be determined by the individual service provider's policies and clearly communicated to program participants.
- c. **Rental Assistance Duration and Adjustment:** Minimum standards for determining how long a particular program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time are:
 - i. Participants receive approval for the minimum amount of financial assistance necessary to prevent homelessness. Documentation of financial need shall be kept in the participant's file for each month of financial assistance received. Participants shall not be approved for more rental assistance than can be justified given their income and expenses at a given time.
 - ii. Approval for rental assistance shall be granted in three month increments. Providers must re-assess the continuing need for rental assistance before approving an additional three month increment. In no event will assistance under rapid rehousing exceed 24 months in any 36 month period.
 - iii. Any additional requirements regarding how long a program participant shall be provided with rental assistance and whether and how the amount of that assistance shall be adjusted over time shall be determined by the individual service provider's policies and clearly communicated to program participants.
- d. **Service Type, Amount, & Duration:** Minimum standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid rehousing assistance that each program participant shall receive, such as the maximum amount of assistance, maximum number of months the program participant may receive assistance; or the maximum number of times the program participant may receive assistance are:
 - i. Financial Assistance
 - 1. **Use with other subsidies:** Payment for Financial Assistance costs shall not be provided to a participant who is receiving the same type of financial assistance through other public sources or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments.
 - 2. **Rental application fees [ESG only]:** Payment shall only be made for fees charged by the owner to all applicants.
 - 3. **Security deposits:** Payment shall not exceed two (2) month's rent.

- 4. **Last month's rent:** Payment shall not exceed one (1) month's rent and shall be included in calculating the participant's total rental assistance.
- 5. **Utility deposits [ESG/CoC]:** Payment shall only be made for gas, electric, water and sewage deposits.
- 6. **Utility payments [ESG only]:**
 - a. Payment shall not exceed 24 months per participant, including no more than 6 months of utility payments in arrears, per service.
 - b. A partial payment counts as 1 month.
 - c. Payment shall only be made if the utility account is in the name of the participant or a member of the same household.
 - d. Payment shall only be made for gas, electric, water and sewage costs.
 - e. Participants shall not receive more than 24 months of utility assistance within any 3-year period.
 - f. Moving costs [ESG/CoC] – reasonable one-time moving expenses are eligible.
- e. **Housing Relocation and Stabilization Services:** Housing search and placement services Payment shall only be made for assisting participants to locate, obtain and retain suitable permanent housing through provision of the following services:
 - i. Assessment of housing barriers, needs and preferences
 - ii. Development of an action plan for locating housing
 - iii. Housing search
 - iv. Outreach to and negotiation with owners
 - v. Assistance with submitting rental applications and understanding leases
 - vi. Assessment of housing for compliance with ESG requirements for stability, lead-based paint and rent reasonableness
 - vii. Assistance with obtaining utilities and making moving arrangements
 - viii. Tenant counseling Payment for housing search and placement services shall not exceed 24 months during any 3-year period.
- f. **Housing stability case management:** Payment shall only be made for assessing, arranging, coordinating and monitoring the delivery of individualized services to facilitate housing stability for a participant who resides in permanent housing or to assist a participant in overcoming immediate barriers to obtaining housing through provision of the following services:
 - i. Using the centralized or coordinated assessment system
 - ii. Conducting the initial evaluation, including verifying and documenting participant eligibility
 - iii. Counseling

- iv. Developing, securing and coordinating services and obtaining Federal, State and local benefits
- v. Monitoring and evaluating participant progress
- vi. Providing information and referral to other providers
- vii. Developing an individualized housing and service plan ☐ Conducting re-evaluations

Payment for housing stability case management services provided while the participant is seeking permanent housing shall not exceed 30 days.

Payment for housing stability case management services provided while the participant is living in permanent housing shall not exceed 24 months.

- g. **Mediation [ESG only]:** Payment shall only be made for the cost of mediation between the participant and the owner or person with whom the participant is living, if it is necessary to prevent the participant from losing the permanent housing where he/she resides. Payment for mediation services shall not exceed 24 months during any 3-year period.
- h. **Legal services:** Payment shall only be made for the cost of legal services, if they are necessary to resolve a legal problem that prohibits the participant from obtaining permanent housing or will likely result in the participant losing the permanent housing where he/she resides. Payment for legal services shall not exceed 24 months during any 3-year period. Assistance may NOT be provided for immigration and citizenship matters. Payment arrangements may NOT include retainer or contingency fee agreements. Eligible subject matters for legal services include: child support, guardianship, paternity, emancipation, and legal separation, orders of protection for victims of domestic violence, appeal of benefit claim denials, landlord tenant disputes and resolution of outstanding criminal warrants. Only approved Legal Services provider through NHAP can provide ESG legal services.
- i. **Credit repair [ESG only]:** Payment shall only be made for the cost of assisting the participant in obtaining skills related to household budgeting, managing money, accessing a free personal credit report and resolving personal credit problems. Payment will not be made for a debt or modification of a debt. Payment for credit repair services shall not exceed 24 months during any 3-year period.
- j. **Rental Assistance:**
 - i. Payment shall not exceed 24 months total during a 3-year period in tenant-based or project-based (ESG only) housing.
 - ii. Payment for short-term rental assistance shall not exceed 3 months.
 - iii. Payment for medium-term rental assistance shall be for more than 3 months, but shall not exceed 24 months.
 - iv. Payment for rent arrears shall not exceed 6 months and shall be a one-time payment, including any late fees [ESG funded projects only – CoC not eligible]

- v. Except for a one-time payment of rental arrears on the participant's portion, payment shall not be provided to a participant who is receiving tenant-based rental assistance or living in a unit receiving project-based assistance or to a participant who has been provided with replacement housing payments under the URA, during the period of time covered by the URA payments.
[ESG only]
- vi. Payment shall not exceed the Fair Market Rent established by HUD and shall comply with HUD's standard of rent reasonableness (24 CFR 982.507).
- vii. Calculation of the rental payment amount shall only include monthly rent for the unit, any occupancy fees under the lease (except for pet and late fees) and if the participant pays separately for utilities, the monthly utility allowance established by the public housing authority for the area in which the housing is located.
- viii. Payment for shall only be made when there is a rental assistance agreement between the agency and the owner, which sets forth the terms under which rental assistance will be provided, including the prior requirements; a requirement that the owner provide the sub-recipient with a copy of any notice to vacate given to the participant or any complaint used to commence an eviction action; and the same payment due date, grace period and late payment penalty requirement as the participant's lease.
- ix. Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement.
- x. Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner, except for payment of rental arrears (ESG only).
- xi. Payment shall only be made for units that have been inspected for HUD Housing Quality Standards and re-inspected no less frequently than annually. Rental assistance shall not be paid on behalf of any unit that does not meet Housing Quality Standards.
- k. **Tenant-Based Rental Assistance:** The rental assistance agreement with the unit owner shall be terminated without further payment if:
 - i. The participant moves out of the unit
 - ii. The lease terminates and is not renewed
 - iii. The participant becomes ineligible to receive ESG/CoC rental assistance
- l. **Project-Based Rental Assistance [ESG only]:** Payment shall only be made under the following conditions:
 - i. The lease has an initial term of one year
 - ii. The rental assistance agreement covers one or more permanent housing units in the same building
 - iii. Each unit covered by the agreement is only occupied by participants

- iv. Payment will only be made for up to 100% of the first month's rent, if the participant signs a lease and moves into the unit before the end of the month

Any additional requirements regarding the type, amount, and duration of housing stabilization and/or relocation services that will be provided to a program participant, including any limitations shall be determined by the individual service provider's policies and clearly communicated to program participants.

- m. **Re-Evaluation:** Minimum standards for completing eligibility re-evaluations of individuals and families are:
- n. **Timing:**
 - i. **Homelessness Prevention:** participants shall be re-evaluated not less than once every three months
 - ii. **Rapid Rehousing:** participants shall be re-evaluated not less than once annually
- o. **Eligibility:**
 - i. The participant shall have an annual income that is 30 percent of median family income for the area or less, as determined by HUD [ESG only]; and
 - ii. The participant shall lack sufficient resources and support networks necessary to retain housing without ESG/CoC assistance.

Transitional Housing Standards

XXII. Transitional Housing Minimum Standards

- a. **Eligibility/ Prioritization.** Minimum standards for determining and prioritizing which eligible families and individuals shall receive transitional housing are:
 - i. To be eligible for transitional housing people must: Meet the federal criteria under category (1), (2) or (4) of the "homeless" definition in 24 CFR 576.2
 - ii. Transitional housing shall be prioritized to serve the following populations of eligible homeless people:
 - 1. Youth
 - 2. Persons seeking to continue recovery in recovery-focused housing
 - 3. Institutional re-entry (may not be eligible for CoC funding but needed from people leaving criminal justice and mental health facilities)
 - 4. Persons fleeing domestic abuse or violence where it is not possible to find units for rapid rehousing
- b. **Limitation on Occupancy.** No individual or family may be assisted in transitional housing for a period in excess of 24 months. No person shall be discharged from

transitional housing into homelessness as a result of this limitation. Transitional housing programs are expected to place individuals and families into permanent housing within 12 months. Programs that maintain participants for longer than 24 months or those with over half their participants remaining for over 12 months may have their funding discontinued.

- c. **Participant Contribution.** Individuals and families residing in transitional housing are not required to pay rent. Providers of transitional housing may impose occupancy charges. If the provider elects to charge rent or occupancy charges, the charges may not exceed those specified in 578.77.
- d. **Program Fees.** No fee other than rent or occupancy charges as specified above may be charged to program participants. This includes meals, copayments for services, transportation and all other services that may be provided to program participants.
- e. **Occupancy Agreements.** All individuals and families served in transitional housing must be provided an occupancy agreement for a minimum of a monthly term and which can be renewed provided that the household does not remain in transitional housing for longer than 24 months. The agreement must specify the requirements for program participation. With the exception of programs providing recovery focused services for persons with substance use disorders, residents in transitional housing may not be required to participate in disability related services. Participants may be required to participate in services that are not disability related and may discharge participants for failure to participate in these services. No person may be terminated from transitional housing without first being provided the right to appeal that decision in accordance with the due process provisions at 24 CFR 578.91(b)

Permanent Supportive Housing Standards

XXIII. Permanent Supportive Housing Minimum Standards

- a. **Eligibility/ Prioritization.** Minimum standards for determining and prioritizing which eligible families and individuals shall receive permanent supportive housing are:
 - i. To be eligible for permanent supportive housing people must: Meet the federal criteria under category (1) of the “homeless” definition in 24 CFR 576.2. Eligible households include individuals with disabilities and families in which one adult or child has a disability.
- b. **Priority populations for Permanent Supportive Housing.** In providing permanent supportive housing, providers shall prioritize the following populations:
 - i. Persons who are highly vulnerable with severe service needs;

- ii. Those who have been homeless for the longest period of time or who have had repeated episodes of homelessness over an extended period.
 - iii. Veterans.
- c. **Order of priority in CoC program funded permanent supportive housing beds dedicated to persons experiencing chronic homelessness, and PSH beds prioritized for occupancy by persons experiencing chronic homelessness.**
 - i. First priority: chronically homeless individuals and families with the longest history of homelessness and with the most severe service needs.
 - ii. Second priority: chronically homeless families and individuals with the longest history of homelessness.
 - iii. Third priority: chronically homeless individuals and families with the most severe service needs.
- d. **Order of priority in permanent supportive housing beds not dedicated or prioritized for persons experiencing chronic homelessness:**
 - i. First priority: homeless individuals and families with a disability and the most severe service needs;
 - ii. Second priority: homeless individuals and families with a disability with a long period of continuous or episodic homelessness.
 - iii. Third priority: homeless individuals and families with a disability coming from transitional housing.
- e. **Single, Prioritized Wait List for Permanent Supportive Housing.** FL -504 CoC will establish a single, prioritized wait list for permanent supportive housing. The wait list will be prioritized according to the order of priority identified above. The single priority waitlist and referral process will allow CoC participants to exercise freedom of choice. Participants may be offered access to housing that is not within their home communities but shall not require participants to relocate in order to obtain housing assistance.
- f. **Housing First.** Providers of permanent supportive housing shall use the Housing First model as outlined below. Any new projects funded by the CoC must use the Housing First model. Any existing permanent supportive housing project that has indicated in application to HUD that it employs the Housing First model must follow the standards as set forth below. Existing permanent supportive housing projects that have not indicated Housing First are 'grandfathered' from this policy.
 - i. **Housing First Projects**
 - 1. Housing is not contingent on compliance with services – participants are provided with a standard one year lease agreement. The lease agreement can only be terminated in accordance with the State of Florida Landlord and Tenant Act (Title VI, Chapter 82 Part II)
 - 2. Participants are provided with services and supports to help maintain housing and prevent eviction.

document the occurrence of domestic violence, dating violence, sexual assault, or stalking, in accordance with § 5.2007, for which the individual is seeking the emergency transfer, if the individual has not already provided documentation of that occurrence; and

- c. No other documentation is required to qualify the tenant for an emergency transfer.

15. The Project Recipients/Housing Providers must keep a record of all emergency transfers requested under its emergency transfer plan, and the outcomes of such requests, and retain these records for a period of three years, or for a period of time as specified in program regulations. Requests and outcomes of such requests must be reported to [HUD](#) annually.

- c. In accordance with Violence Against Women's Act (VAWA) Rule, the grants that are awarded by the HUD CoC Program must comply with this Rule as 24CFR

578.7(a)(9)(ii), (iii) and (v) as follows:

- i. In consultation with Program Recipients/Housing Providers of [Emergency Solutions Grants](#) and CoC program funds as well as other housing providers within the geographic area, the FL-504 CoC has updated its CoC and ESG Written standards to include:

1. Policies and procedures for determining and prioritizing eligible individuals and families who are identified through the Emergency Transfer Plan for Domestic Victims of Domestic Violence who will receive transitional housing assistance required under § 578.99(j)(8));
2. If HP has no safe and available units for which a tenant who needs an emergency is eligible, HP will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move.
3. At the tenant's request, HP will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.
4. Policies and procedures for determining and prioritizing eligible individuals and families who are identified through the Emergency Transfer Plan for Domestic Victims of Domestic Violence who will receive rapid rehousing assistance (these policies must include the emergency transfer priority required under [§ 578.99\(j\)\(8\)](#));

- d. For families living in units receiving tenant-based rental assistance (assisted units), if a program participant qualifies for an emergency transfer, but a safe unit is not immediately available for an internal transfer, that program participant shall have

XXIV. Emergency Transfer Plan

Protections for victims of domestic violence, dating violence, sexual assault, or stalking

- a. The Violence Against Women's Act (VAWA) final rule includes:
 - i. Continuation of the core protections – The rule codifies the core protection across HUD's covered programs ensuring survivors are not denied assistance as an applicant, or evicted or have assistance terminated due to having been a victim of domestic violence, dating violence, sexual assault, and stalking, or for being affiliated with a victim.
 - ii. Emergency transfers – One of the key elements of VAWA's housing protections are emergency transfers which allows for survivors to move to another safe and available unit if they fear for their life and safety. VAWA required HUD to adopt a model emergency transfer plan for housing providers and to explain how housing providers must address their tenants' requests for emergency transfers.
- b. In accordance with Violence Against Women's Act (VAWA) Rule, the grants that are awarded by the HUD Continuum of care (CoC) Program must comply with this Rule as outlined under 24CFR 578.99 (j), 24CFR 578.7(a)(9)(ii), (iii) and (v). and 24 CFR 578.7(d) as follows:
 - i. **VAWA emergency transfer plan.** FL -504 CoC has developed an emergency transfer plan for the Continuum of Care that meets the requirements under [§ 578.99\(j\) \(8\)](#).
 1. CoC Project Recipients/Housing Providers must comply with the Emergency Transfer Plan in accordance with 24CFR 578.99 (j).
 2. CoC Project Recipients/Housing Providers must make its emergency transfer plan available upon request and, when feasible, must make its plan publicly available HUD Form 5380 in accordance with VAWA. (See Attached form 5830).
 3. CoC Project Recipients/Housing Providers must implement an emergency transfer plan within their organization in based on the Model Emergency Transfer Plan provided in HUD Form 5381 for covered housing programs. (see attached Form 5831)
 4. Project Recipients/Housing Providers must modify the plan to adjust to the housing criteria that the project is funded under. Simply implementing the form as is will not be sufficient to meet this criterion.
 5. Each Program Recipient/Housing Provider that is a covered housing provider under the HUD CoC program funding at should make available:
 - a. Provide for Internal emergency transfer to an emergency relocation of a tenant to another unit where the tenant would

not be categorized as a new applicant; that is, the tenant may reside in the new unit without having to undergo an application process.

- b. External emergency transfer refers to an emergency relocation of a tenant to another unit where the tenant would be categorized as a new applicant; that is the tenant must undergo an application process in order to reside in the new unit.
 - c. Safe unit refers to a unit that the victim of domestic violence, dating violence, sexual assault, or stalking believes is safe.
 - d. Provide for Survivor Driven Practices: Trauma Informed Care and Victim Centered approaches are implemented in order to provide the time, space, support, that are necessary for survivors to reintegrate into the community.
- 6. A tenant receiving rental assistance through, or residing in a unit subsidized under, a Project Recipients/Housing Provider who is a victim of domestic violence, dating violence, sexual assault, or stalking qualifies for an emergency transfer if:
 - a. The tenant expressly requests the transfer; and
 - b. The tenant reasonably believes there is a threat of imminent harm from further violence if the tenant remains within the same dwelling unit that the tenant is currently occupying; or
 - c. In the case of a tenant who is a victim of sexual assault, either the tenant reasonably believes there is a threat of imminent harm from further violence if the tenant remains within the same dwelling unit that the tenant is currently occupying, or the sexual assault occurred on the premises during the 90-calendar-day period preceding the date of the request for transfer.
- 7. In accordance with the CoC and ESG Written standards (as amended) the Project Recipients/Housing Providers the emergency transfer must detail the measure of any priority given to tenants who qualify for an emergency transfer under VAWA in relation to other categories of tenants seeking transfers and individuals seeking placement on waiting lists.
- 8. Project Recipients/Housing Providers must maintain strict confidentiality measures to ensure that the Project Recipients/Housing Provider does not disclose the location of the dwelling unit of the tenant to a person who committed or threatened

- to commit an act of violence, dating, sexual assault, or stalking against the tenant.
9. Project Recipients/Housing Providers must allow a tenant to make an internal emergency transfer under VAWA when a safe unit is immediately available.
 10. Project Recipients/Housing Providers must follow policies for assisting a tenant in making an internal emergency transfer under VAWA when a safe unit is not immediately available, and these policies must ensure that requests for internal emergency transfers under VAWA receive, at a minimum, any applicable additional priority that housing providers may already provide to other types of emergency transfer requests.
 11. Project Recipients/Housing Providers must take reasonable efforts to assist a tenant who wishes to make an external emergency transfer when a safe unit is not immediately available. The plan must include policies for assisting a tenant who is seeking an external emergency transfer under VAWA out of the Project Recipients/Housing Providers 's program or project, and a tenant who is seeking an external emergency transfer under VAWA into the Project Recipients/Housing Providers 's program or project. These policies may include:
 - a. Arrangements with the COHH Coordinated Entry facilitator, including memoranda of understanding, to facilitate moves; and
 - b. Outreach activities to organizations that assist or provide resources to victims of domestic, dating violence, sexual assault, or stalking.
 12. Project Recipients/Housing Providers cannot deny a tenant from seeking an internal emergency transfer and an external emergency transfer concurrently if a safe unit is not immediately available.
 13. Project Recipients/Housing Providers must specify what will happen with respect to the non-transferring family member(s), if the family separates in order to effect an emergency transfer.
 14. Project Recipients/Housing Providers may require documentation from a tenant seeking an emergency transfer, provided that:
 - a. The tenant's submission of a written request to the Project Recipients/Housing Providers, where the tenant certifies that they meet the criteria in paragraph 5.(b) of this section, shall be sufficient documentation of the requirements in paragraph 5.(b) of this section;
 - b. The Project Recipients/Housing Providers may, at its discretion, ask an individual seeking an emergency transfer to

document the occurrence of domestic violence, dating violence, sexual assault, or stalking, in accordance with § 5.2007, for which the individual is seeking the emergency transfer, if the individual has not already provided documentation of that occurrence; and

- c. No other documentation is required to qualify the tenant for an emergency transfer.

15. The Project Recipients/Housing Providers must keep a record of all emergency transfers requested under its emergency transfer plan, and the outcomes of such requests, and retain these records for a period of three years, or for a period of time as specified in program regulations. Requests and outcomes of such requests must be reported to [HUD](#) annually.

- c. In accordance with Violence Against Women's Act (VAWA) Rule, the grants that are awarded by the HUD CoC Program must comply with this Rule as 24CFR

578.7(a)(9)(ii), (iii) and (v) as follows:

- i. In consultation with Program Recipients/Housing Providers of [Emergency Solutions Grants](#) and CoC program funds as well as other housing providers within the geographic area, the FL-504 CoC has updated its CoC and ESG Written standards to include:

1. Policies and procedures for determining and prioritizing eligible individuals and families who are identified through the Emergency Transfer Plan for Domestic Victims of Domestic Violence who will receive transitional housing assistance required under § 578.99(j)(8));
2. If HP has no safe and available units for which a tenant who needs an emergency is eligible, HP will assist the tenant in identifying other housing providers who may have safe and available units to which the tenant could move.
3. At the tenant's request, HP will also assist tenants in contacting the local organizations offering assistance to victims of domestic violence, dating violence, sexual assault, or stalking that are attached to this plan.
4. Policies and procedures for determining and prioritizing eligible individuals and families who are identified through the Emergency Transfer Plan for Domestic Victims of Domestic Violence who will receive rapid rehousing assistance (these policies must include the emergency transfer priority required under [§ 578.99\(j\)\(8\)](#));

- d. For families living in units receiving tenant-based rental assistance (assisted units), if a program participant qualifies for an emergency transfer, but a safe unit is not immediately available for an internal transfer, that program participant shall have

- the priority over all other applicants for tenant based rental assistance, utility assistance and units for which tenant based rental assistance is provided.
- e. For families receiving tenant-based rental assistance, the non-transferring family members(s) will continue to receive tenant-based rental assistance through the end of the term of the lease, if the family separates in order to effect an emergency transfer and the non-transferring family member(s) did not engage in criminal activity directly related to domestic violence, dating violence, sexual assault or stalking.
 - f. Policies and procedures for determining and prioritizing eligible individuals and families who are identified through the Emergency Transfer Plan for Domestic Victims of Domestic Violence who will receive permanent supportive housing assistance (these policies must include the emergency transfer priority required under § 578.99(j)(8));
 - g. For families living in units that are otherwise assisted under this part, (assisted units), the required policies must provide that for program participants who qualify for an emergency transfer but a safe unit is not immediately available for an internal emergency transfer, the individual or family shall have priority over all other applicants for rental assistance, transitional housing, and permanent supportive housing projects funded under this part provided that: The individual or family member meets all the eligibility criteria required by Federal law or regulation or HUD NOFA; and the individual or family meets criteria or preferences established in accordance with 24 CFR 578.93(b)(1), (4), (6), or (7). The individual or family shall not be required to meet any other eligibility criteria or preference for the project. The individual or family shall retain their original homeless or chronically homeless status for the purposes of the transfer.
 - h. The HUD Emergency Transfer Plan Model contains only general provisions of an emergency transfer plan that apply across the covered HUD programs. Adoption of this model plan without further information will not be sufficient to meet a housing provider's responsibility to adopt an emergency transfer plan. Project Recipients/Housing must consult applicable regulations and program-specific HUD guidance when developing their own emergency transfer plans to ensure their plans contain all required elements.
 - i. The Collaborative Applicant, responsible for monitoring all HUD CoC and ESG funded programs will include the following as part of their monitoring:
 - i. Existence of an Emergency Transfer Plan by funded agencies
 - ii. Modification of the HUD 5381 Model Emergency transfer Plan specific to the program being implemented
 - iii. Implementation of HUD form: **Notice of Occupancy Rights under the Violence Against Women Act**
 - iv. Form 91067: Lease Addendum/Violence Against Women and Justice Department Reauthorization Act 2005

Appendix B – Certifications and 424s

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

08/06/2019

4. Applicant Identifier:

B-19-UC-12-2008

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

County of Volusia, FL

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000885

*** c. Organizational DUNS:**

0678499010000

d. Address:

*** Street1:**

110 W. Rich Avenue

Street2:

*** City:**

DeLand

County/Parish:

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

32720-4213

e. Organizational Unit:

Department Name:

Community Services Department

Division Name:

Community Assistance Division

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Diana

Middle Name:

F.

*** Last Name:**

Phillips

Suffix:

Title:

Housing and Grants Administration Manager

Organizational Affiliation:

*** Telephone Number:**

386-736-5955

Fax Number:

*** Email:**

dphillips@volusia.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant

* 12. Funding Opportunity Number:

B-19-UC-12-2008

* Title:

Community Development Block Grant

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Urban County Entitlement Program provides public facility improvements and services, housing rehabilitation and administration.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:*a. Start Date: *b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="1,836,537.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="200,000.00"/>
* g. TOTAL	<input type="text" value="2,036,537.00"/>

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

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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

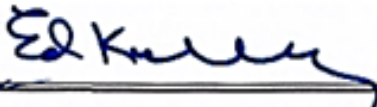
Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative:  * Date Signed:

ATTEST:


George Recklenwald, County Manager

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

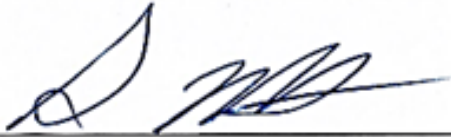
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	County Chair
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Volusia, FL	08/06/2019

SF-424D (Rev. 7-97) Back

ATTEST:


 George Recktenwald
 County Manager



Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

08/06/2019

4. Applicant Identifier:

S-19-UC-12-0008

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

County of Volusia, FL

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000885

*** c. Organizational DUNS:**

0678499010000

d. Address:

*** Street1:**

110 W. Rich Avenue

Street2:

*** City:**

DeLand

County/Parish:

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

32720-4213

e. Organizational Unit:

Department Name:

Community Services Department

Division Name:

Community Assistance Division

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Diana

Middle Name:

F.

*** Last Name:**

Phillips

Suffix:

Title:

Housing and Grants Administration Manager

Organizational Affiliation:

*** Telephone Number:**

386-736-5955

Fax Number:

*** Email:**

dphillips@volusia.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-231

CFDA Title:

Emergency Solutions Grant Program

* 12. Funding Opportunity Number:

S-19-UC-12-0008

* Title:

Emergency Solutions Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Assistance to those experiencing homelessness or at risk of homelessness through providers in Volusia County.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:*a. Start Date: *b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="157,517.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="157,517.00"/>

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

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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


Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

ATTEST:

George Recklenwald, County Manager

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:

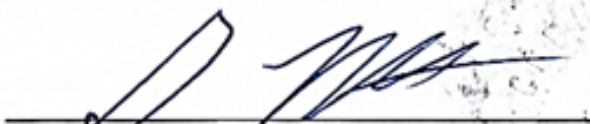
1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	TITLE County Chair
APPLICANT ORGANIZATION County of Volusia, FL	DATE SUBMITTED 08/06/2019

SF-424D (Rev. 7-97) Back

ATTEST:


 George Recktenwald
 County Manager

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

08/06/2019

4. Applicant Identifier:

M-19-UC-12-0221

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

County of Volusia, FL

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000885

*** c. Organizational DUNS:**

0678499010000

d. Address:

*** Street1:**

110 W. Rich Avenue

Street2:

*** City:**

DeLand

County/Parish:

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

32720-4213

e. Organizational Unit:

Department Name:

Community Services Department

Division Name:

Community Assistance Division

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Diana

Middle Name:

F.

*** Last Name:**

Phillips

Suffix:

Title:

Housing and Grants Administration Manager

Organizational Affiliation:

*** Telephone Number:**

386-736-5955

Fax Number:

*** Email:**

dphillips@volusia.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

HOME Investment Partnership Program

* 12. Funding Opportunity Number:

M-19-UC-12-0221

* Title:

HOME Investment Partnership Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

The HOME program provides decent, safe, and affordable housing for low-income renters, homeowners and homebuyers.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:*a. Start Date: *b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="736,327.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="79,033.00"/>
* g. TOTAL	<input type="text" value="815,360.00"/>

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

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

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

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative:  * Date Signed:

ATTEST:


George Recktenwald, County Manager

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant:, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

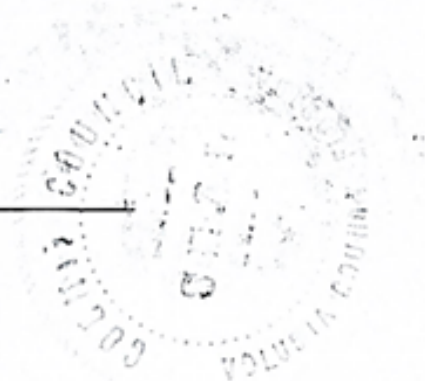
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
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17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	County Chair
APPLICANT ORGANIZATION	DATE SUBMITTED
County of Volusia, FL	08/06/2019

SF-424D (Rev. 7-97) Back

ATTEST:


 George Recktenwald
 County Manager



CERTIFICATIONS

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

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.




Signature of Authorized Official

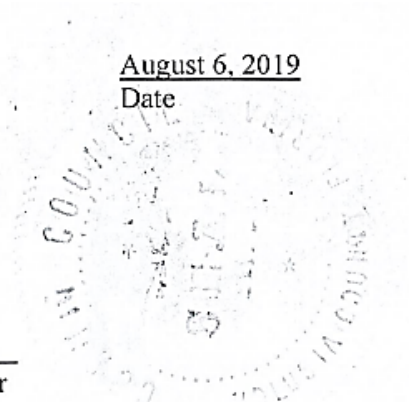
August 6, 2019
Date

Ed Kelley, County Chair
Title

ATTEST:



George Recktenwald, County Manager



Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022-2023 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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




Signature of Authorized Official

August 6, 2019
Date

Ed Kelley, County Chair
Title

ATTEST:



George Recktenwald, County Manager



Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;



Signature of Authorized Official

August 6, 2019

Date

Ed Kelley, County Chair

Title

ATTEST:



George Recktenwald, County Manager



Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.




Signature of Authorized Official

August 6, 2019
Date

Ed Kelley, County Chair
Title

ATTEST:



George Becktenwald, County Manager



APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.