Fiscal Year 2022-2023
Annual Action Plan

Prepared by:
County of Volusia
Community Assistance Division
Housing and Grants
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DeLand, FL 32720-4213
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Executive Summary

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

1. Introduction

The Annual 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 16, 2022. 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 Daytona 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 Annual 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 Annual 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 2020-24 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, Pierson, Ponce Inlet, and Port Orange. Beginning in this year’s plan, 2022-23, the entitlement community also excludes Edgewater. The Consolidated Plan described the 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, 2020 (Fiscal Year 2020 - 2021) and will end on September 30, 2025 (Fiscal Year 2024 - 2025). 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 nine (9) 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, 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.

2. **Summarize the objectives and outcomes identified in the Plan**

A consolidated plan was developed that focuses on five priority needs within our community. All five of the priority needs identified have been documented as "high" priority for these formula grants. The Annual Action Plan seeks to continue to address identified needs. A total of nine goals were established in the Consolidated Plan. An additional goal of homeowner housing – creation of additional units was added last year. For fiscal year 2022-23 activities are proposed for funding that support seven of the ten established goals, all of which address the five 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.
<table>
<thead>
<tr>
<th>Goal</th>
<th>Priority Need(s) Addressed</th>
<th>Proposed 1 Year Accomplishments</th>
<th>Proposed 1 Year Budget</th>
<th>Proposed Funding Source</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Rehabilitation</td>
<td>Increase Access to Affordable Housing</td>
<td>N/A</td>
<td>$0</td>
<td>N/A</td>
</tr>
<tr>
<td>Rental Housing CHDO and Non-CHDO</td>
<td>Increase Access to Affordable Housing</td>
<td>7 Housing Units</td>
<td>$403,415</td>
<td>HOME</td>
</tr>
<tr>
<td>Acquisition of Real Property</td>
<td>Increase Access to Affordable Housing</td>
<td>N/A</td>
<td>$0</td>
<td>N/A</td>
</tr>
<tr>
<td>Public Service Assistance</td>
<td>Increase Access to Public Services</td>
<td>3,180 persons</td>
<td>$53,949</td>
<td>CDBG</td>
</tr>
<tr>
<td>Public Facilities / Infrastructure</td>
<td>Improve access to Public Facilities/Infrastructure</td>
<td>29,169 Persons</td>
<td>$1,254,475 $100,000</td>
<td>CDBG CDBG PI</td>
</tr>
<tr>
<td>Rapid Re-Housing</td>
<td>Increase Access to Homeless Prevention Services</td>
<td>5 Households</td>
<td>$67,448</td>
<td>ESG</td>
</tr>
<tr>
<td>Homeless Prevention</td>
<td>Increase Access to Homeless Prevention Services</td>
<td>5 Households</td>
<td>$67,448</td>
<td>ESG</td>
</tr>
<tr>
<td>Planning and Administration</td>
<td>Program Administration</td>
<td>N/A</td>
<td>$10,937 $327,106 $80,264</td>
<td>ESG CDBG HOME</td>
</tr>
<tr>
<td>Homeowner housing – creation of additional units</td>
<td>Increase Access to Affordable Housing</td>
<td>5 Households</td>
<td>$318,968 $118,638</td>
<td>HOME HOME PRIOR YEAR PI</td>
</tr>
</tbody>
</table>

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. The current fiscal year, 2021-22, is still underway and a CAPER will be completed in December of
Community Assistance also conducts self-evaluations of performance, and timeliness of expenditures and commitments on an ongoing basis. Prior year CDBG projects are being used to complete several projects that are underway or in the planning phase; ten park improvement projects, two public services, three sidewalk improvements, two street improvements, and four sewer improvements. Prior year HOME funds are being used during the current year to fund a homebuyer assistance program, which is currently accepting applications, a homeowner housing project constructing three homes, and a CHDO project that is creating a rental unit. A large amount of HOME program income was earned during the year and subsequently allocated to the development of rental housing. ESG projects are underway using FY 2021/22 funding for both homelessness prevention and rapid re-housing.

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 Annual Action Plan. Efforts made during this year’s planning include; reaching out to nearly 50 local agencies and municipalities through e-mail blasts and Community Connector; an e-communication system for organizations in the health and social services sector. Efforts also include holding a hybrid public meeting virtually and in-person to increase the possibility of attendance. Local jurisdictions held public meetings to discuss localized needs and proposed projects. A summary of the proposed activities within the FY 2022-23 Annual Action Plan was published in the Daytona Beach News-Journal on June 30th, which included information on where to find the entire Draft Annual Action 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 from June 30, 2022 and closed July 29, 2022. One comment was received, a resident asked about the possibility of a sidewalk in their neighborhood.
6. **Summary of comments or views not accepted and the reasons for not accepting them**

Comments received on the published draft were considered and evaluated for inclusion in the final version of the plan. No comments were not accepted for the final plan.

7. **Summary**

Volusia County has carefully analyzed the needs and goals of the Consolidated Plan to ensure that proposed FY 2022-23 projects support these goals and meet the needs of the community.
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.

<table>
<thead>
<tr>
<th>Agency/Administrator</th>
<th>County/Agency</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>Volusia County</td>
<td>Community Assistance</td>
</tr>
<tr>
<td>HOME Administrator</td>
<td>Volusia County</td>
<td>Community Assistance</td>
</tr>
<tr>
<td>ESG Administrator</td>
<td>Volusia County</td>
<td>Community Assistance</td>
</tr>
</tbody>
</table>

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 Annual Action Plan.

There are nine 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, Holly Hill, Lake Helen, Orange City, Ormond Beach, New Smyrna Beach, and South Daytona.

Consolidated Plan Public Contact Information

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DeLand, FL 32720
(386) 736-5955
cabrown@volusia.org
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 type of eligible projects needed in the community. 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 service 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 (HUD FL-504 CoC), 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 have resulted in the construction of a new homeless shelter, operated by the Neighborhood Center. The Bridge Shelter opened in August of 2020 and expanded the agency’s emergency shelter beds from 10 to 30 homeless individuals. The Neighborhood Center also reconstructed the agency’s thrift shop, whose revenues 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 now supports up to 20 homeless individuals.

The City of Daytona Beach, through the non-profit agency, First Step Shelter, Inc., opened its homeless shelter off of US 92 and Red John Road in December of 2019. The Volusia County Council partnered with the City of Daytona Beach to provide for the construction and facilitation of the 100 bed shelter facility. The shelter is operated by the First Step Shelter, Inc.
The County of Volusia issued a Notice of Funding Availability for two rounds of the Emergency Solutions Grant (ESG) Coronavirus Aide, Relief, and Economic Security, also known as the CARES Act, in June and August of 2020. Various non-profit agencies including Halifax Urban Ministries, the Neighborhood Center of West Volusia, Rising Against All Odds, the Volusia/Flagler County Coalition for the Homeless, and First Step Shelter were awarded funding in November of 2020. Projects include rapid re-housing, homelessness prevention, street outreach, and various emergency shelter operations and renovations.

CoHH agencies were also invited to attend a public meeting held on June 13, 2022. This workshop focused on the community development, housing, and homeless needs in Volusia County. The meeting was conducted to enhance outreach in the development of the FY 2022-23 Annual 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 the Homeless Management Information System (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 Annual Action Plan’s consultation process are listed in Table 3 below.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization</td>
<td>New Smyrna Beach Housing Authority</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>PHA</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The New Smyrna Beach Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Deland Housing Authority</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>PHA</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The Deland Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>Ormond Beach Housing Authority</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>PHA</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Public Housing Needs</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The Ormond Beach Housing Authority was consulted through a written survey and follow-up discussion regarding the needs of public housing.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>CITY OF DEBARY</td>
</tr>
<tr>
<td>---------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CITY OF DELAND</th>
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<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of DeLand held a public meeting on February 21, 2022. The meeting was available to the public for the purpose of determining community priorities for the annual action plan, which includes the 2022-23 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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CITY OF HOLLY HILL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of Holly Hill held a public meeting on March 30, 2022 encouraging input for purposes of determining community priorities for the annual action plan, which includes the 2022-23 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.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>CITY OF LAKE HELEN</td>
</tr>
<tr>
<td>--------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Other government - Local</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The City of Lake Helen 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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CITY OF NEW SMYRNA BEACH</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Other government - Local</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The City of New Smyrna Beach held a CDBG Advisory Board meeting, which was open to the public for the purpose of determining community priorities for the annual action plan which includes the 2022-23 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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CITY OF ORANGE CITY</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Other government - Local</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td><strong>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</strong></td>
<td>The City of Orange City held a public meeting on March 23, 2022 for the purpose of determining community priorities for the annual action plan which includes the 2022-23 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.</td>
</tr>
<tr>
<td>Agency/Group/Organization</td>
<td>CITY OF ORMOND BEACH</td>
</tr>
<tr>
<td>---------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of Ormond Beach held Neighborhood Improvement Advisory Board meetings, open to the public, on February 17, 2022 and on March 24, 2022 for the purpose of determining community priorities for the annual action plan which includes the 2022-23 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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>CITY OF SOUTH DAYTONA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Other government - Local</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td>The City of South Daytona 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.</td>
</tr>
</tbody>
</table>

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 2020, a larger variety of agencies were consulted. In particular, the public transit system, health services, 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 2022-23 public meeting and provide feedback.
Other local/regional/state/federal planning efforts considered when preparing the Plan

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commission on Homelessness and Housing</td>
<td>Volusia/Flagler County Coalition for the Homeless, Inc.</td>
<td>The goals are directly related to the five-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.</td>
</tr>
</tbody>
</table>

Table 4 – Other local / regional / federal planning efforts
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, social media, and newspaper advertisements. The modes of outreach used are summarized in the table below.

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Mode of Outreach</strong></td>
<td>Public Meeting – Held both in-person and virtually</td>
</tr>
<tr>
<td><strong>Target of Outreach</strong></td>
<td>• Minorities</td>
</tr>
<tr>
<td></td>
<td>• Low- and moderate-income persons</td>
</tr>
<tr>
<td><strong>Summary of response/attendance</strong></td>
<td>A public meeting was advertised to the county utilizing the newspaper, social media, and internet. The June 13, 2022 meeting was attended by 12 members of the public.</td>
</tr>
<tr>
<td><strong>Summary of comments received</strong></td>
<td>There were no comments received during the public meeting, but a question was asked about whether any programs targeted youth, for example, under 25 years old.</td>
</tr>
<tr>
<td><strong>Summary of comments not accepted and reasons</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Mode of Outreach</strong></td>
<td>Newspaper Ad</td>
</tr>
<tr>
<td><strong>Target of Outreach</strong></td>
<td>• Non-targeted/broad community</td>
</tr>
<tr>
<td><strong>Summary of response/attendance</strong></td>
<td>A display ad with proposed projects, funding, and the availability of the plan was published on June 30, 2022.</td>
</tr>
<tr>
<td><strong>Summary of comments received</strong></td>
<td>One comment about the newspaper ad was received from a resident seeking a sidewalk in their neighborhood.</td>
</tr>
<tr>
<td><strong>Summary of comments not accepted and reasons</strong></td>
<td>All comments received were accepted and are noted in the plan.</td>
</tr>
</tbody>
</table>

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 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).

<table>
<thead>
<tr>
<th>Program</th>
<th>CDBG</th>
<th>HOME</th>
<th>ESG</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source of Funds</td>
<td>public - federal</td>
<td>public - federal</td>
<td>public - federal</td>
</tr>
</tbody>
</table>
| Uses of Funds | • Program administration  
• Public infrastructure and facility improvements  
• Public services  
| • Program administration  
• CHDO & Non-CHDO Rental housing  
• Homeowner housing construction  | • Program administration  
• Homelessness prevention  
• Rapid re-housing  |
| Year 3 Allocation: | $1,635,530 | $802,647 | $145,833 |
| Prior Year Resources: | $0 | $118,638 | $0 |
| Total: | $1,635,530 | $921,285 | $145,833 |
| Expected Amount Remainder of Con Plan | $3,923,417 | $2,569,947 | $340,284 |

| Narrative Description | CDBG funds will be used to support non-housing community development and homeless needs identified in the plan. | HOME funds and prior year program income will be used to support the housing needs identified in the plan. | ESG funds will be used to support homeless needs identified in the plan. |

Table 6 – Expected Resources

Additional Resources
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Use of Funds</th>
<th>Estimated Annual Allocation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Choice Voucher</td>
<td>Public – Federal</td>
<td>Tenant based rental voucher</td>
<td>$2,175,000</td>
<td>Estimated annual allocation based on level funding from HUD for the Volusia County Housing Choice Voucher program – not including administrative costs.</td>
</tr>
<tr>
<td>LIHEAP</td>
<td>Public - State</td>
<td>Admin and planning, financial assistance, other</td>
<td>$2,255,616</td>
<td>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</td>
</tr>
<tr>
<td>State Housing Initiatives Partnership (SHIP)</td>
<td>Public - State</td>
<td>Admin and Planning, Homebuyer assistance, New construction, Homeowner rehab,</td>
<td>$3,778,469</td>
<td>SHIP funds to assist with affordable housing needs have been allocated to Volusia County by the Florida Housing Finance Corporation for FY 2022-23. 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)</td>
</tr>
<tr>
<td>Children and Families Advisory Board</td>
<td>Public – Local</td>
<td>Overnight shelter, Public Services, Services</td>
<td>$2,410,472</td>
<td>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.</td>
</tr>
<tr>
<td>General Funds – ADM Match</td>
<td>Public – Local</td>
<td>Public Services, Other</td>
<td>$4,370,752</td>
<td>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.</td>
</tr>
</tbody>
</table>

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, prior year 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 2022-23, Volusia County is expected to receive $3,778,469 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 Program – Section 8, 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 FY 2022/23 HOME funds to develop 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.

The strategy of building homes on county-owned lots using Neighborhood Stabilization Program funds (NSP3) funds has been completed; six homes have been built since 2018 when the program started. There are currently three homes under construction using HOME and SHIP funds. The success of the use of county-owned land with these programs is evident, as low-income households are now residing in the newly built homes, and each home that is completed increases the number of affordable homeowner housing units in Volusia County. The County revised the resolution with the inventory of lands suitable for affordable housing in April of 2022, ahead of the three-year state requirement. Community Assistance reviewed all available lands with Growth and Resource Management Department and identified 20 parcels that appear to be suitable for building one or more housing units.
## Annual Goals and Objectives

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

### Goal Descriptions

<table>
<thead>
<tr>
<th>Order</th>
<th>Goal Name</th>
<th>Goal Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Facilities / Infrastructure</td>
<td>Create a suitable living environment by addressing essential public facility and infrastructure improvements.</td>
</tr>
<tr>
<td>2</td>
<td>Public Service Assistance</td>
<td>Create a suitable living environment by increasing the availability of public services to youth, elderly, and homeless.</td>
</tr>
<tr>
<td>3</td>
<td>Rental Housing</td>
<td>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.</td>
</tr>
<tr>
<td>4</td>
<td>Homeowner housing – creation of additional units</td>
<td>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.</td>
</tr>
<tr>
<td>5</td>
<td>Rapid Re-Housing</td>
<td>Funds to provide affordable rental housing to those experiencing homelessness as well as the administration involved in implementing the activity.</td>
</tr>
<tr>
<td>6</td>
<td>Homeless Prevention</td>
<td>Funds to provide affordable rental housing to those at imminent risk of experiencing homelessness as well as the administration involved in implementing the activity.</td>
</tr>
<tr>
<td>7</td>
<td>Planning and Administration</td>
<td>Funds will be used for the administration and implementation of the CDBG, HOME, and ESG programs. Activities include staff salaries; financial responsibility; and preparation of HUD required documents such as the Consolidated Plan, Annual Action Plan, CAPER, and Analysis of Impediments.</td>
</tr>
</tbody>
</table>

*Table 8 – Goal Descriptions*
<table>
<thead>
<tr>
<th>Order</th>
<th>Goal Name</th>
<th>Start and End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Facilities / Infrastructure</td>
<td>2020-2024</td>
<td>Non-Housing Community Development</td>
<td>County Wide</td>
<td>Increase Access to Public Facilities / Infrastructure</td>
<td>CDBG: $1,254,475</td>
<td>Public Facility or Infrastructure Activities Other Than Low/Moderate Income Housing Benefit: 27,319 Persons Assisted</td>
</tr>
<tr>
<td>2</td>
<td>Public Service Assistance</td>
<td>2020-2024</td>
<td>Non-Homeless Special Needs Non-Housing Community Development</td>
<td>County Wide Southeast Volusia – New Smyrna Beach</td>
<td>Increase Access to Public Services</td>
<td>CDBG: $53,949</td>
<td>Public Service Activities Other Than Low/Moderate Income Housing Benefit: 3,180 Persons Assisted</td>
</tr>
<tr>
<td>3</td>
<td>Rental Housing</td>
<td>2020-2024</td>
<td>Affordable Housing</td>
<td>County Wide</td>
<td>Increase Access to Affordable Housing</td>
<td>HOME: $403,415</td>
<td>Rental Housing Added: 7 Units Constructed</td>
</tr>
<tr>
<td>4</td>
<td>Homeowner housing – creation of additional units</td>
<td>2021-2024</td>
<td>Affordable Housing</td>
<td>County Wide</td>
<td>Increase Access to Affordable Housing</td>
<td>HOME: $318,968 HOME PI: $118,638</td>
<td>Homeowner Housing Added: 5 Units Constructed</td>
</tr>
<tr>
<td>Order</td>
<td>Goal Name</td>
<td>Start and End Year</td>
<td>Category</td>
<td>Geographic Area</td>
<td>Needs Addressed</td>
<td>Funding</td>
<td>Goal Outcome Indicator</td>
</tr>
<tr>
<td>-------</td>
<td>----------------------------</td>
<td>--------------------</td>
<td>----------</td>
<td>----------------</td>
<td>--------------------------------------------------------------------------------</td>
<td>------------------------------</td>
<td>------------------------</td>
</tr>
<tr>
<td>5</td>
<td>Rapid Re-Housing</td>
<td>2020 - 2024</td>
<td>Homeless</td>
<td>County Wide</td>
<td>Increase Access to Homeless Prevention Services</td>
<td>ESG: $72,917</td>
<td>Tenant-based rental assistance / Rapid Rehousing: 5 Households Assisted</td>
</tr>
<tr>
<td>6</td>
<td>Homeless Prevention</td>
<td>2020 - 2024</td>
<td>Homeless</td>
<td>County Wide</td>
<td>Increase Access to Homeless Prevention Services</td>
<td>ESG: $72,916</td>
<td>Homelessness Prevention: 5 Households Assisted</td>
</tr>
<tr>
<td>7</td>
<td>Planning and Administration</td>
<td>2020 - 2024</td>
<td>Planning and Administration</td>
<td>County Wide</td>
<td>Program Administration</td>
<td>CDBG: $327,106 HOME: $80,264 ESG: $10,937</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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 2022-23 to 22 income eligible households as detailed below, additional households assisted with other funds and programs:

- Rental assistance - Extremely low-income - 10 households
- Rental housing development - Low-income - 7 household
- Homeowner housing development – Low-income - 5 households
AP-35 Projects – 91.220(d)

Introduction
During FY 2022-23, Volusia County plans to use CDBG to fund both non-housing community development projects and public services. Non-housing projects will improve public facilities, infrastructure, and services for low- and moderate-income persons. Public service activities will assist homeless persons and low/moderate-income area residents. HOME funds are planned for rental development and construction of homeowner housing projects that will assist low-income residents access affordable housing. 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.
<table>
<thead>
<tr>
<th>No.</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CDBG - County of Volusia - Administration</td>
</tr>
<tr>
<td>2</td>
<td>CDBG - County of Volusia – Sidewalk Improvements</td>
</tr>
<tr>
<td>3</td>
<td>CDBG - County of Volusia – Street Improvements</td>
</tr>
<tr>
<td>4</td>
<td>CDBG - DeBary – Florence K. Little Town Hall ADA Restroom Renovations</td>
</tr>
<tr>
<td>5</td>
<td>CDBG - DeLand – Infrastructure Improvements TBD</td>
</tr>
<tr>
<td>6</td>
<td>CDBG – DeLand – Chisholm Center Playground Bulletin Marquis</td>
</tr>
<tr>
<td>7</td>
<td>CDBG - DeLand – Dr. Joyce M. Cusack Community Resource Center</td>
</tr>
<tr>
<td>8</td>
<td>CDBG - Holly Hill – School Zone Improvement – Center 15th and Flomich</td>
</tr>
<tr>
<td>9</td>
<td>CDBG - Holly Hill – Ross Point Park Paving</td>
</tr>
<tr>
<td>10</td>
<td>CDBG - Lake Helen – Facility Improvement TBD</td>
</tr>
<tr>
<td>11</td>
<td>CDBG - New Smyrna Beach - Palm Street Sidewalk Improvement</td>
</tr>
<tr>
<td>12</td>
<td>CDBG - Orange City – S. Thorpe Avenue Sidewalk Improvement</td>
</tr>
<tr>
<td>13</td>
<td>CDBG - Ormond Beach – N. Ridgewood Avenue Sidewalk Improvement</td>
</tr>
<tr>
<td>14</td>
<td>CDBG - Ormond Beach - Hope Place Public Service</td>
</tr>
<tr>
<td>15</td>
<td>CDBG – South Daytona – James Street Park Splash Pad Renovation</td>
</tr>
<tr>
<td>16</td>
<td>ESG - Rapid Re-Housing Activity and Administration</td>
</tr>
<tr>
<td>17</td>
<td>ESG - Homeless Prevention Activity and Administration</td>
</tr>
<tr>
<td>18</td>
<td>HOME - Program Administration</td>
</tr>
<tr>
<td>19</td>
<td>HOME - CHDO Set Aside and Operating Funds</td>
</tr>
<tr>
<td>20</td>
<td>HOME – Rental Development</td>
</tr>
<tr>
<td>21</td>
<td>HOME – Homeowner Housing Development – Vacant Parcels</td>
</tr>
<tr>
<td>22</td>
<td>HOME – Homeowner Housing Development – Habitat Subsidy</td>
</tr>
</tbody>
</table>

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 2022-23. The main obstacle to addressing underserved needs is coordination of services and projects. The analysis done for this Annual 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

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Name and Number</td>
<td>1 - CDBG - Countywide Program Administration</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>General CDBG Program Administration</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Program Administration</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $327,106</td>
</tr>
<tr>
<td>Description</td>
<td>Funds will be used for general program administration expenses, including, planning, coordination, oversight, and analysis.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>N/A</td>
</tr>
<tr>
<td>Location Description</td>
<td>Countywide</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Administration</td>
</tr>
</tbody>
</table>

| Project Name and Number | 2 - CDBG - County of Volusia – Sidewalk Improvements |
| Target Area | N/A |
| Goals Supported | Public Facilities/Infrastructure |
| Needs Addressed | Increase Access to Public Facilities/Infrastructure |
| Funding | CDBG: $239,236 |
| Description | Provision of funds will be used for the improvement of sidewalks. Details are to be determined. |
| Target Date | 9/30/2023 |
| Estimate the number and type of families that will benefit from the proposed activities | An estimated 1,700 low- and moderate-income residents in the activity service area will benefit. |
| Location Description | TBD |
| Planned Activities | Sidewalk Improvements |

<p>| Project Name and Number | 3 - CDBG - County of Volusia – Street Paving |
| Target Area | N/A |
| Goals Supported | Public Facilities/Infrastructure |
| Needs Addressed | Increase Access to Public Facilities/Infrastructure |
| Funding | CDBG: $239,236 and CDBG PI: $100,000 |
| Description | Provision of funds will be used for street paving improvements. Details are to be determined. |
| Target Date | 9/30/2023 |</p>
<table>
<thead>
<tr>
<th>Estimate the number and type of families that will benefit from the proposed activities</th>
<th>An estimated 1,700 low- and moderate-income residents in the activity service area will benefit.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location Description</td>
<td>TBD</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Street Paving Improvements</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>4 - CDBG - DeBary – Florence K. Little Town Hall ADA Restroom Renovations</td>
</tr>
<tr>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $61,748</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds to renovate restrooms to bring them into ADA compliance.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 3,885 disabled residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>12 Colomba Rd. Debary, FL, 32713</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>ADA Accessibility and Park Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>5 - CDBG - DeLand – Infrastructure Improvements TBD</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $161,213</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds to improve public facilities/infrastructure. Details of project are to be determined.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>As estimated 3,030 low- and moderate-income residents in the activity service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>TBD</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>TBD</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>6 - CDBG - DeLand – Chisholm Center Bulletin Marquis</td>
</tr>
<tr>
<td>Target Area</td>
<td>Spring Hill Target Area</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $17,000</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds for the installation of an electronic bulletin marquis at Chisholm Center.</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>As estimated 4,180 low- and moderate-income residents in the activity service area will benefit.</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>520 S. Clara Ave., DeLand, FL CT 905 BG 1; CT 906 BG 4, 5; CT 907.02 BG 1, 2</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Improvement of a Recreational Center</td>
</tr>
<tr>
<td><strong>Project Name and Number</strong></td>
<td>7 - CDBG - DeLand – Dr. Joyce M. Cusack Community Resource Center Personnel</td>
</tr>
<tr>
<td><strong>Target Area</strong></td>
<td>Spring Hill Target Area</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Public Services</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Increase Access to Public Services</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $31,449</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Provision of funds for staff costs for the operation of the Dr. Joyce M. Cusack Community Resource Center.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>9/30/2023</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>An estimated 3,030 low- and moderate-income residents in the activity service area will benefit.</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>489 W. Mathis St., DeLand, CT 905.00 BG 1; CT 906.00 BG 4, 5; CT 907.02 BG 1, 2</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>General Public Service</td>
</tr>
<tr>
<td><strong>Project Name and Number</strong></td>
<td>8 – CDBG – Holly Hill – School Zone Improvement – 15&lt;sup&gt;th&lt;/sup&gt; Street, Center and Flomich</td>
</tr>
<tr>
<td><strong>Target Area</strong></td>
<td>N/A</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>CDBG: $42,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Provision of funds for installation of new solar flasher assemblies, installation of static signs, and striping of the streets.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>9/30/2023</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>An estimated 6,945 low- and moderate-income residents in the activity service area will benefit.</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>15&lt;sup&gt;th&lt;/sup&gt; Street/Center Avenue and 15&lt;sup&gt;th&lt;/sup&gt; Street/Flomich Avenue</td>
</tr>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Street/Sidewalk Improvements</td>
</tr>
</tbody>
</table>

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County of Volusia FY 2022-23 Annual Action Plan

Page 30
<table>
<thead>
<tr>
<th>Project Name and Number</th>
<th>9 - CDBG - Holly Hill – Ross Point Park Paving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $55,319</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds for the paving of approximately 15,200 ft. of a shell entrance way.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 1,785 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>611 Riverside Drive, Holly Hill, FL CT 810 BG 3&amp;4, CT 809.02 BG 1&amp;4</td>
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<tr>
<td>Planned Activities</td>
<td>Street/Sidewalk Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>10 - CDBG - Lake Helen – Facility Improvement TBD</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $60,000</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds to improve public facilities/infrastructure. Details of this project are to be determined.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 49 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>TBD</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>TBD</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>11 - CDBG - New Smyrna Beach – Palm Street Sidewalk Replacement</td>
</tr>
<tr>
<td>Target Area</td>
<td>Historic Westside- New Smyrna Beach</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $93,614</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds for the installation of a 5’ sidewalk on Palm Street from Ronnoc to Mary including curbing.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 655 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>--------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Location Description</td>
<td>Palm Street Sidewalk from Ronnoc to Mary; CT 829.03 BG 4</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Street/Sidewalk Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>12 - CDBG - Orange City – S. Thorpe Avenue ADA Sidewalk</td>
</tr>
<tr>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $60,000</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds for the installation of a 1.300 linear foot ADA sidewalk along Thorpe Avenue between E. Blue Springs Avenue and E. Ohio Avenue.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 1,505 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>S. Thorpe Avenue from E. Blue Spring Avenue and E. Ohio Avenue, Orange City; CT 908.06 BG 2</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Sidewalk Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>13 - CDBG - Ormond Beach – North Ridgewood Avenue Sidewalk</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $149,403</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds for the installation of a 5’ ADA compliant sidewalk with detectable mats and curbing on North Ridgewood Avenue from Hernandez to New Britain (east side only).</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 1,885 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>North Ridgewood Avenue from Hernandez to New Britain (east side only) and from Wilmette to Hernandez if funding allows.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Sidewalk Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>14 - CDBG - Ormond Beach - Hope Place Operational Assistance</td>
</tr>
<tr>
<td>-------------------------</td>
<td>------------------------------------------------------------</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public services</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Services</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $22,500</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds will be used for salaries for housing counselors, educational materials and promotional materials at Hope Place. The parenting and housing counseling programs were both eliminated during the COVID pandemic to prevent contagion. Although both programs have recently restarted, additional funding is needed to regain momentum and build the program. Hope Place is a safe refuge for homeless students and families with children that offers a safe living environment, three daily meals, case management, mental health counseling, budgeting, life skills and parenting classes to help each guest return to, or achieve self sufficiency.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 150 homeless persons will benefit from this activity.</td>
</tr>
<tr>
<td>Location Description</td>
<td>1340 Wright Street, Daytona Beach, FL 32117</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Homeless Facility Operating</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name and Number</th>
<th>15 - CDBG – South Daytona – James Street Park Splash Pad Renovation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Increase Access to Public Facilities/Infrastructure</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $75,706</td>
</tr>
<tr>
<td>Description</td>
<td>Provision of funds will be used to replace the manifold and computer. Funds will also be used to replace the concrete pad, trash cans, picnic tables, and fencing.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 1,850 low- and moderate-income residents in the project service area will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>1700 James Street, South Daytona, FL</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Facility Improvement</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>16 - ESG - Rapid Re-Housing</td>
</tr>
<tr>
<td>------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Rapid re-Housing and administration</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Homelessness</td>
</tr>
<tr>
<td>Funding</td>
<td>ESG: $72,917</td>
</tr>
<tr>
<td>Description</td>
<td>Project includes the activity of rapid re-housing to assist households experiencing homelessness as well as the administration activity to implement the project.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 5 households will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Countywide</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Rapid re-housing and administration</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>17 - ESG – Homeless Prevention</td>
</tr>
<tr>
<td>Target Area</td>
<td>N/A</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Homeless prevention and administration</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Homelessness</td>
</tr>
<tr>
<td>Funding</td>
<td>ESG: $72,916</td>
</tr>
<tr>
<td>Description</td>
<td>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.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>An estimated 5 households will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Countywide</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Homeless prevention and administration</td>
</tr>
<tr>
<td>Project Name and Number</td>
<td>18 - HOME - Administration</td>
</tr>
<tr>
<td>Target Area</td>
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</tr>
<tr>
<td>Goals Supported</td>
<td>Program Administration</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Affordable Housing</td>
</tr>
<tr>
<td>Funding</td>
<td>HOME: $80,264</td>
</tr>
<tr>
<td>Description</td>
<td>Administration, planning and fair housing activities for the HOME program.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
</tr>
</tbody>
</table>
### Project Name and Number

<table>
<thead>
<tr>
<th>Project Name and Number</th>
<th>Description</th>
<th>Target Date</th>
<th>Location Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 - HOME - CHDO Set Aside and Operations</td>
<td>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. Provision of funds for eligible operating expenses for Volusia County housing development CHDO.</td>
<td>9/30/2023</td>
<td>Countywide - Location is to be determined</td>
</tr>
<tr>
<td>20 - HOME – Rental Development</td>
<td>Provision of funds for private developers, non-profit and for-profit to create affordable rental housing.</td>
<td>9/30/2023</td>
<td>Countywide</td>
</tr>
</tbody>
</table>

### Location Description

<table>
<thead>
<tr>
<th>Location Description</th>
<th>Planned Activities</th>
<th>Project Name and Number</th>
<th>Target Area</th>
<th>Goals Supported</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Description</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>Administration and planning</td>
<td>19 - HOME - CHDO Set Aside and Operations</td>
<td>N/A</td>
<td>Rental Housing – CHDO Set-Aside and Operations</td>
<td>Affordable Housing</td>
<td>HOME: $130,000</td>
<td>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. Provision of funds for eligible operating expenses for Volusia County housing development CHDO.</td>
<td>9/30/2023</td>
</tr>
<tr>
<td>Countywide</td>
<td>CHDO rental housing</td>
<td>20 - HOME – Rental Development</td>
<td>N/A</td>
<td>Rental Development</td>
<td>Affordable Housing</td>
<td>HOME: $273,415</td>
<td>Provision of funds for private developers, non-profit and for-profit to create affordable rental housing.</td>
<td>9/30/2023</td>
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<tr>
<td>Project Name and Number</td>
<td>21 - HOME - Homeowner Housing Development – Vacant Parcels</td>
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<td></td>
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<tr>
<td>Goals Supported</td>
<td>Homeowner housing - Creation of homeowner housing units</td>
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<tr>
<td>Needs Addressed</td>
<td>Affordable Housing</td>
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<tr>
<td>Funding</td>
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<tr>
<td>Description</td>
<td>Provision of funds to construct affordable homeowner housing units for households at or below 80% of area median income. Homes will be constructed on county owned lots deemed appropriate for affordable housing</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that one very-low or low-income households will benefit from the proposed activity</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Location Description</td>
<td>Countywide</td>
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<td>Planned Activities</td>
<td>Homeowner Housing Development</td>
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<tr>
<td>Project Name and Number</td>
<td>22 - HOME - Homeowner Housing Development – Habitat Subsidy</td>
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<td></td>
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<tr>
<td>Goals Supported</td>
<td>Homeowner housing - Creation of homeowner housing units</td>
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<tr>
<td>Needs Addressed</td>
<td>Affordable Housing</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Funding</td>
<td>HOME: $200,000</td>
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<td></td>
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</tr>
<tr>
<td>Description</td>
<td>Provision of funds as a subsidy to Habitat for Humanity organization(s) to construct homeowner housing units for households at or below 80% of area median income.</td>
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<td></td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2023</td>
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</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that four very-low or low-income households will benefit from the proposed activity</td>
<td></td>
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<tr>
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<td>Countywide</td>
<td></td>
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<td></td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Homeowner construction</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

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 nine 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, Oak Hill, and Edgewater. 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 $60,000. If a formula calculation resulted in an allocation lower than the minimum, the jurisdiction was eligible to compete for $60,000 in funding to allow a meaningful activity to be completed. One jurisdiction chose not to compete for an allocation in FY 2022-23, and 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 marquis at the Chisholm Center and a public service at the Dr. Joyce M. Cusack Community Resource Center in Spring Hill are projects in the Spring Hill target area that are receiving CDBG funding. The Historic Westside community of 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 of New Smyrna Beach has allocated all of their FY 2022-23 funding to support a sidewalk improvement project in the target area.

**Geographic Distribution**

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRING HILL</td>
<td>2.96</td>
</tr>
<tr>
<td>HISTORIC WESTSIDE - NEW SMYRNA BEACH</td>
<td>5.72</td>
</tr>
</tbody>
</table>

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 Historic 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 of Volusia, with the support of County Council and our sponsors, are working with the community on an Affordable Housing Initiative. This has been broken into three parts, part one was a series of webinars to provide the audience with information and insight from leaders in the different industries. Part two was a summit that was held in person with a virtual option. More information and a recording of the summit is available on the summit's web page. Part three involved affinity groups made up of volunteers from the community that met to analyze affordable housing topics and make recommendations for an affordable housing plan. A draft version of the plan was published for public review and comment and approved by the Affordable Housing Advisory Committee to present to the county council for further direction. If approved, the five-year plan will be implemented immediately.

FY 2022-23 HOME funds specifically are being allocated to two strategies that will increase the number of affordable housing units available, development of homeowner housing and the development or acquisition and rehabilitation of a rental unit by a CHDO. The newly constructed or rehabilitated homeowner and rental units will be available to households that meet income requirements.

The county has the ability to allocate all current year HOME funds to development strategies because there are other funds that are available to maintain regular housing programs. The county is expecting a larger than usual SHIP allocation for FY 2022-23, $3,778,469. SHIP funds, as well as prior year HOME funds, will be used to increase homeowner housing through direct homebuyer assistance for first-time homebuyers at 80% or less of AMI. Additionally, both mentioned funding sources will be used to preserve homeowner housing units by implementing housing rehabilitation. The priority of the housing rehabilitation program for the upcoming year is emergency repair, it is important to provide assistance to those in need of health and safety repairs so that they can maintain ownership of their affordable housing unit in safe conditions. 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.
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.
Volusia County is proposing increases to the maximum sales prices based on analysis of local data as defined in the HOME regulation, section 92.205. The HOME regulation requires that jurisdictions proposing increases in maximum sales prices review recent sales data and use 95% of the median sales price for existing and newly constructed single-unit housing. Recent sales data for a three-month period is shown in Appendix C. The calculated median, 95% of the median, and alternate unit maximums based on a required formula are shown in the table below. The recently published sales price maximum by HUD is $221,000 for existing units and $251,000 for new construction units. The analysis of the recent sales data in Volusia County shows that those limits are not sufficient and the County proposes the limits shown below for review and approval by HUD as part of this Annual Plan.

<table>
<thead>
<tr>
<th>PROPOSED - Volusia County HOME Maximum Price Limits</th>
<th>1-Unit</th>
<th>2-Unit</th>
<th>3-Unit</th>
<th>4-Unit</th>
<th>Unadjusted Median Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Existing Housing</td>
<td>$323,000</td>
<td>$435,200</td>
<td>$527,000</td>
<td>$652,800</td>
<td>$340,000</td>
</tr>
<tr>
<td>Newly Constructed Housing</td>
<td>$360,050</td>
<td>$485,120</td>
<td>$587,450</td>
<td>$727,680</td>
<td>$379,000</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Support Requirement</th>
<th>Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
<td>5</td>
</tr>
<tr>
<td>Non-Homeless</td>
<td>38</td>
</tr>
<tr>
<td>Special-Needs</td>
<td>25</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>68</strong></td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Support Type</th>
<th>Goal</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
<td>10</td>
</tr>
<tr>
<td>The Production of New Units</td>
<td>29</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
<td>43</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
<td>1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>83</strong></td>
</tr>
</tbody>
</table>
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, mainstream vouchers, and the HANSB will apply to HUD for additional Mainstream vouchers that have become available nationwide on a competitive basis.

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

Volusia County is not anticipating the investment of any entitlement funds to address the needs of public housing during the next year, and the strategy is not included in the five-year plan.

The OBHA plans to solicit contractors to upgrade kitchen cabinets and install steel slab doors to the utility rooms. The HANSB is in the process of the modernization of 52 interior units. The DHA parking lot is scheduled to be sealed and coated, however, due to the pandemic and materials, it has been delayed.

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.

- The Ormond Beach Housing Authority provides their residents information for homeownership and involvement at recertification.

- The Housing Authority of New Smyrna Beach is now a Move to Work agency and will be working with tenants on the changes coming to the agency with tenant
meetings. They also have a Family Self-Sufficiency (FSS) program that has 31 participants which include HCV and PH tenants that encourage homeownership. Additionally, they have housed over 10 families from PH into homeownership with Southeast Habitat for Humanity (SEVHH) over the last seven years.

- 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.
Introduction

The Commission on Homelessness and Housing (CoHH) for Volusia and Flagler Counties represents the FL-504 CoC and is referred to 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 individuals, 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 2022-23 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

The COHH has included a COVID-19 Addendum in accordance with HUD and the Center for Disease Control (CDC) guidelines: Prevent, Prepare for and Respond to coronavirus for homeless and at risk of homeless individuals.

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.
- Prevent, Prepare, and Respond to coronavirus for homeless and at risk of homeless individuals.

The CoHH is currently reviewing the Volusia-Flagler County Five-Year Strategic Plan from 2017-2022, and developing the Five-Year Strategic Plan for 2023-2028 in accordance with HUD’s revised Federal Strategic Plan to Prevent and End Homelessness.

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.

The Commission on Homelessness and Housing (CoHH) for Volusia and Flagler Counties represents the FL-504 CoC, and is referred to 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 point in time count of the homeless, 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. The gaps being referred to are the missing services that are needed to ensure that clients can successfully exit homelessness.

Taking direction from the CoHH’s strategic plan, the mission to provide outreach to the homeless and inform them of the network of services available to them has been accomplished by many groups in the community, including volunteers, agency providers, churches, veteran’s counselors, and 2-1-1 First Call for Help system. Direct street outreach has been facilitated by the Volusia Flagler County Coalition for the Homeless, Inc., SMA Healthcare’s PATH Outreach program, Changing Homelessness SSVF (Supportive Services for Veteran Families) program, the VA (Veterans Administration), The Neighborhood Center of West Volusia and the Salvation Army. VFCCH has been awarded the PATH Outreach Grant for F/Y 2022-23 and will work hand in hand with SMA Healthcare for a smooth transition of services for homeless and at risk of homelessness individuals with a persistent mental health diagnosis.

Homeless providers, which are part of the Continuum of Care (CoC), made the following services available:

Halifax Urban Ministries-Hope Place: provides housing and supportive services to homeless families with children and unaccompanied homeless youth.

Halifax Urban Ministries Barracks of Hope: Veteran GPD (Grant Per Diem) program provides transitional housing for 20 low demand individuals.

I-Dignity Program: provides assistance in obtaining Florida ID cards, birth certificates, and social security cards with assistance from legal counsel and the U.S. Department of Veterans affairs.

SMA Healthcare: through a partnership with West Volusia Hospital Authority homeless individuals receive psychiatric medications and consultations.

SMA’s Path Outreach program provides case management services to chronically homeless individuals with disabilities, to include: intensive case management, counseling, medication management, housing assistance, SOAR processing, and assistance with maintaining housing once housed.

The Daytona Outreach Center (DOC): DOC provides triage services for healthcare,
laundry facilities, shower facilities, and clothing for homeless individuals who are on the street. The site also serves as a pick-up point for the First Step Shelter – Safe Zone, which accommodates individuals in immediate need of a safe place to sleep for the night. Homeless Management Information System (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.

Deltona Strong: provides outreach and linkage of identified individuals to resources available in Deltona and throughout West Volusia.

VCAN 2020: provides emergency hotel vouchers to assist families who are transitioning into permanent housing solutions that have already been identified but are not yet ready for occupancy. VCAN 2020 also provides food assistance and linkage to other community resources.

VFCCH’s PATH Outreach program: provides case management services to homeless and at risk of homelessness individuals with mental health disabilities which include: outreach and engagement, assessment, case management, housing assistance, SOAR processing, and assistance with maintaining housing once housed. Also, case management will connect participants to healthcare and behavioral healthcare providers for services associated with identified needs.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

A priority consistently stated throughout the CoHH’s strategic plan is the need to, "create permanent housing since emergency shelter is its costly alternative and persons often stay too long in emergency shelter because transitional facilities are not available.” The plan specifically calls for the creation of sufficient emergency shelters for single men, women, and families with children.

Currently, the following agencies provide emergency shelter beds and services to families, individuals, youth, and the special needs population: The Beacon Center, The Salvation Army, The Neighborhood Center of West Volusia, First Step Shelter, and Hope
Place. In addition, the County of Volusia has contributed toward the construction and operation of three new emergency shelters.

Hope Place Shelter, facilitated by Halifax Urban Ministries provides temporary and transitional housing and services to homeless unaccompanied youth under the age of 26 and families with children. The Bridge shelter, run by the Neighborhood Center of West Volusia currently has a capacity to accommodate up to 30 homeless individuals with short-term overnight lodging, food, water, and access to non-emergency health care and social services programs. First Step Shelter serving Volusia County at large currently has a capacity to accommodate 45 homeless individuals.

A variety of agencies offer not only transitional housing but diverse supportive services that will help homeless transition to permanent housing. These supportive services help homeless individuals develop skills to live independently, which will assist with preventing them from becoming homeless again. The services include referrals to other agencies for drug and mental health counseling, and education/skills development that will lead to employment and independent living. The length of stay in a transitional housing facility is between six and twenty-four months. The following agencies provide transitional housing services: Halifax Urban Ministries (HUM), The Neighborhood Center of West Volusia, The Salvation Army, Family Renew Community, and The Restoration House (AME Church) in Daytona Beach.

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. 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 CoC’s Coordinated Entry System is facilitated by the Volusia/Flagler County Coalition for the Homeless, the HUD Collaborative Applicant and Lead Agency for the Commission on Homelessness and Housing. Coordinated Entry is a process that utilizes the Homeless Management Information System as a single point of entry for referrals to prevention, transitional housing, permanent supportive housing, rapid re-housing, and other permanent housing solutions. The goal of Coordinated Entry is to prioritize the most vulnerable homeless individuals and families for available housing solutions, therefore, shortening the length of time homeless. Families and individuals are prioritized using the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT), along with mitigating factors in a case conferencing process in order to identify the most vulnerable for immediate referral into permanent supportive housing solutions. This process also matches available funding options, such as rapid re-housing, to families in need.

The following services are provided to 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 Beacon Center provides emergency shelter for victims of domestic violence and their children. Case management is provided to assist clients in securing permanent shelter.

The Neighborhood Center of West Volusia assists clients with the transition to permanent housing by first stabilizing the family with emergency housing including, case management, food, counseling, and referrals for additional family support. The Neighborhood Center of West Volusia also has permanent housing availability for direct referrals into housing that they facilitate through HUD CoC funding, HOME Investment Partnership, and privately funded sources. The Neighborhood Center of West Volusia works with the Volusia County School system to try to maintain school stability and keep children in their original schools. They also provide case management and a job search component to assist the client in securing employment.
Also, the Neighborhood Center of West Volusia provides prevention assistance in the form of utility and rental assistance for up to four months of arrears through the Department of Children and Families (DCF) Temporary Assistance to Needy Families (TANF) funding for families under the 200% poverty level and with at least one child in the household.

Halifax Urban Ministries provides ESG, as well as HUD CoC funded, rapid re-housing. They provide rapid re-housing for swift placement of families and individuals who are in shelter programs, transitional programs, or coming from the street directly into housing. They work to minimize the amount of time a person or family experiences homelessness. Financial assistance is provided by assisting households with security deposits, utilities, and rent.

Halifax Urban Ministries’ Hope Place provides temporary and transitional housing for homeless unaccompanied youth under the age of 26 years and for families with children. Also, Hope Place provides administrative and supportive services to those homeless families and unaccompanied youth residing on the property.

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.

Rapid re-housing and homeless prevention are vital in addressing homelessness. Rapid re-housing assistance helps extremely low-income individuals and families who are homeless move as quickly as possible into permanent housing, whereas homeless prevention assists low-income individuals and families who are at imminent risk of becoming homeless. In both circumstances, stability is achieved through a combination of rental assistance and supportive services. Emergency Solutions Grant (ESG) funds have been used successfully throughout the program year to help extremely low-income households move into permanent housing and to assist those who are at risk of homelessness, remain housed.

CARES Act funding implemented as a result of the Coronavirus pandemic has made
additional ESG-CV funding available through the State of Florida, as administered to the various Continuum of Care (CoC’s) throughout Florida. During the course of the pandemic, the FL-504 CoC applied for and received $962,210 in ESG-CV funding which will be primarily used to facilitate rapid re-housing for unsheltered homeless households who have been impacted by COVID-19. Also, an additional DCF ESG-CV tier two award of $1,181,910 for FY 21/22 was implemented furthering the availability of the FL-504 CoC to facilitate outreach, non-congregate shelters, and rapid re-housing for individuals and families in response to COVID-19.

The CoHH implemented the Coordinated Entry system-wide approach which was used as a referral system to assist individuals with the move into permanent housing. The main barrier to helping families is the amount of funds available for staff costs to implement the program. The County of Volusia ESG allocation is fairly small and has an administration spending cap of 7.5%. Implementing a small-scale project with low administration costs can be difficult. To address this barrier, Volusia County previously subcontracted with non-profit agencies that were already providing rapid re-housing and homelessness prevention services and had the staff capacity to assist additional households. The subcontracted agencies were given oversight, technical assistance, and were reimbursed for eligible expenses within the ESG written standards. This adjustment increased the capacity of the VFCCH by implementing successful rapid re-housing and homelessness prevention programs.

In addition to rapid re-housing and homeless prevention, permanent supportive housing is a very important strategy in preventing homelessness for a specific vulnerable group of people; those in need of case management and supportive services. Permanent supportive housing is one of the services allowable through HUD’s competitive application process. Currently, there are several agencies that are able to provide permanent supportive housing in Volusia County as recipients of the competitive process: The Neighborhood Center, Halifax Urban Ministries, and VFCCH.

In 2019, the Housing Authorities of New Smyrna Beach and DeLand were each awarded 25 Mainstream Vouchers. The City of Daytona Beach Housing Authority was awarded 75 Mainstream Vouchers that provide 12 months of rental housing assistance for non-elderly
(18-61), disabled households. These Housing Authorities have applied for additional Mainstream Vouchers and were recently notified of approval of these awards. Additionally, the Volusia County Housing Choice Voucher Program – Section 8 program applied for 30 Mainstream Vouchers through HUD, which are also being used to provide housing assistance to this critical population. The Housing Authorities work closely with CoHH and non-profit agencies to refer appropriate disabled households who could benefit from this rental assistance and avoid becoming homeless.

The County of Volusia and the State of Florida implemented the Emergency Rental Assistance Program funded through the American Recovery Act in 2021. The County of Volusia and the State’s “Our Florida” program provided emergency rental assistance to those individuals and families impacted by COVID-19. This assistance covers arrears and further rent not to exceed 12 months of assistance total.
**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. The county updated the Housing Elements in 2021, taking the additional step of having many stakeholders review and comment on the plan, including the Affordable Housing Advisory Committee.

The affordable housing initiative and the draft affordable housing plan that were developed address several comprehensive plan components that will decrease barriers to affordable housing if implemented.

Additionally, Volusia County is a Florida SHIP jurisdiction, and the SHIP Act requires a periodic review of certain barriers to affordable housing. Volusia County's Affordable Housing Advisory Committee reviews and recommends actions to lessen the impact of regulations and policies on affordable housing. The AHAC did review the affordable housing incentive strategies and submitted the final report of recommendations to County Council for action during 2021. The process occurred every three years in the past, but will now be an annual review.

**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. The county passed a resolution in 2020 changing the ordinance pertaining to the AHAC to expand the roles they have in addressing affordable housing. The AHAC will continue to take an active approach to identify and review possible barriers and possible opportunities for affordable housing.

The County affordable housing initiative addresses several public policies and their impact on affordable housing. If approved, the plan will allow for many positive changes and overall decreased barriers and increased collaboration in affordable housing.
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. In September of 2019, the CFAB began the process of re-evaluating the priority needs categories funding. The previous service categories were approved a number of years ago. The board wanted to ensure that they received stakeholder input, reviewed the success of prior year program implementation, and reviewed other services funded by the County to ensure they were not duplicating service funding. Through the course of several meetings, the board reviewed the service categories to ensure their relevancy and need. The board was ultimately able to streamline and reduce the number of categories into five cohesive categories, without impacting the level of service. Funding for this program is currently allocated based upon the following priority needs categories:

- Services for persons with disabilities, including individualized case management
services to assist with accessing support services including: job and occupational supports, independent living supports, medical surrogates, and legal guardianship,

- Services for seniors including individualized case management services to assist with accessing support services, including: nutrition; personal care services; home modifications; and medical transportation,

- Youth development services, to provide affordable, quality non-school hour programs, reduce transportation barriers to youth programs, provide youth programs that are accessible for youth with disabilities, provide youth development programming focused on leadership, learning, and employability, engage parents in youth programs and provide opportunities for job training and placement, including those that enhance vocational opportunities,

- Family support and services, including prenatal support and parenting education and support, specialized case management and cross-system coordination for the most vulnerable families, and provide specialized trauma counseling and services,

- Basic needs services, to include a centralized organization or a collaborative of many organizations that will provide supplementary food, as well as, identify standard criteria and oversee distribution of rent/mortgage assistance funds and utility assistance for all populations

**Actions planned to foster and maintain affordable housing**

Volusia County continues to support affordable housing through the many affordable housing programs implemented by the County, and through partnerships with governmental entities, 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 2022-23. LIHTC funds are awarded through the FHFC. The county plans to commit $460,000 in FY 2022-23 SHIP funds to an eligible LIHTC project to assist them in meeting the local government area of opportunity goal. If the project is selected by LIHTC, the result will be a new multi-family development in Volusia County.

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 (CSBG) 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 have the option to enroll in a family self-sufficiency program that is tailored to their unique needs.
Section 8 staff works with the Section 8 families to provide case management to assist in working toward their goal of economic independence. Successful participants in the family self-sufficiency 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 the process for application submission for CDBG funds by county departments, cities, and agencies
- Homeless - Continue active participation in the Commission on Homelessness and Housing (CoHH) 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 Community Assistance Division 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 the system and community improvements for the benefit of youth and families in the county. The Community Assistance Division will provide funding to ensure that the Volusia County Community Health Improvement Plan throughout the community to
encourage alignment and collaboration.

United Way/211: The County plans to continue to provide financial support to United Way to operate the "211/211live.org" database 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.

<table>
<thead>
<tr>
<th>Program Income Category</th>
<th>Dollar Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>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</td>
<td>0</td>
</tr>
<tr>
<td>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.</td>
<td>0</td>
</tr>
<tr>
<td>3. The amount of surplus funds from urban renewal settlements</td>
<td>0</td>
</tr>
<tr>
<td>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</td>
<td>0</td>
</tr>
<tr>
<td>5. The amount of income from float-funded activities</td>
<td>0</td>
</tr>
</tbody>
</table>

Total Program Income: 0

Table 15 - CDBG Program Income

Other CDBG Requirements

<table>
<thead>
<tr>
<th>Program Income Category</th>
<th>Dollar Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The amount of urgent need activities</td>
<td>0</td>
</tr>
<tr>
<td>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.</td>
<td>100.00 %</td>
</tr>
</tbody>
</table>

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 prior year HOME funds to assist four first-time homebuyers in acquiring a home. When providing opportunities for homeownership through the Homebuyer Assistance Program, the Homeowner Housing Development Program and the Homeowner Housing Construction with Direct Assistance 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 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. The homeowner may not be required to repay the entire amount of assistance, as there is a reduction during the affordability period on a pro rata basis for the time the homeowner has owned and occupied the housing measured against the affordability period. If HOME funds are provided to a non-profit developer as a 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:

<table>
<thead>
<tr>
<th>Year of Ownership</th>
<th>Recapture Guideline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 1 to end of 2\textsuperscript{nd} year</td>
<td>100% of net appreciation</td>
</tr>
<tr>
<td>Year 3 to end of 5\textsuperscript{th} year</td>
<td>50% of net appreciation</td>
</tr>
<tr>
<td>Year 6 to end of 10\textsuperscript{th} year</td>
<td>20% of net appreciation</td>
</tr>
</tbody>
</table>

**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.

1. **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).

3. **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.
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.

The goal of Coordinated Entry is to identify and track all of the homeless and at risk of homeless individuals and families, and then refer them to appropriate permanent housing and housing prevention solutions. All people in the CoC’s geographic area will have fair and equal access to the coordinated entry process regardless of how or where they present for services. The coordinated entry process includes all subpopulations, including but not limited to: people experiencing chronic homelessness, veterans, families, youth, and survivors of domestic violence, and those of all sexual orientations. The Coordinated Entry system reflects the flow of participants accessing housing and prevention services via HMIS. The Coordinated Entry system facilitates the placement of the most vulnerable adults and families into these housing solutions using the prioritization process in accordance with Notice CPD 16-11 and 17-01. The Coordinated Entry system provides all of the following:

- Standardized assessment (SPDAT), prioritization, and housing plan development
- Monitors /Conducts SPDAT -Prioritization Tool for eligible applicants
- Prioritization of clients based on duration, chronicity vulnerability, or high Utilization of crisis services
• Referrals/placement into rapid re-housing, permanent supportive housing, interim housing, and other housing solutions such as prevention or referrals/direct placement into interim housing
• Coordination and referral to direct financial assistance
• Ongoing follow-up services commensurate with the household’s need

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, Amended on October 29, 2021
Reviewed September 2021: See Separate CoC/ESG-CV Addendum
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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), Equal Access In Accordance with a Person’s Gender identity (CFR 24 5art 5); 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/LGBTQ, 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

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’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;
      5. Programs for Runaway and Homeless Youth;
      6. Projects for the Assistance in the Transition from Homelessness;
      7. Services in Supportive Housing Grants;
      8. Emergency Food and Shelter Program;
      9. Transitional Housing Assistance Grants for Victims of Sexual Abuse, Domestic Violence, and Stalking Program;
      10. Homeless Veterans Reintegration Program;
      11. Domiciliary Care for Homeless Veterans Program;
      12. VA Homeless Providers Grant and Per Diem Program;
      13. Health Care for Homeless Veterans Program;
      14. Homeless Veterans Dental Program;
15. Supportive Services for Veterans Families Program; and
16. 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, 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 48214846), the Residential Lead-Based Paint Hazard

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.
3. **Interior air quality**—Each room or space must have proper ventilation and be pollutant free.
4. **Water supply**—Must be free of contamination.
5. **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.
6. **Thermal environment**—The housing must have the necessary, properly operating heating/cooling facilities.
7. **Illumination and electricity**—The structure must have adequate and appropriate lighting and safe electrical sources.
8. **Food preparation**—All food preparation areas contain suitable space and equipment to store, prepare, and serve safe and sanitary food.
9. **Sanitary conditions**—The housing must be in sanitary condition.
10. **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.
      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
4. Program participant records shall include written:
5. 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.
6. For CoC funded projects, acceptable evidence of homeless status as set forth in 576.500(b).
7. Determination and verification/certification that the program participant was eligible or ineligible for the particular services and/or financial assistance.

8. 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.

9. 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.

10. When applicable, verification that the services were terminated in compliance with 576.402 and/or 578.91.

11. When adopted by the Continuum of Care, a copy of the CoC-approved centralized or coordinated assessment of the program participant.

12. 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.

13. Determination and verification that the housing unit met HUD’s habitability and lead-based paint standards.

14. Copy of individualized housing stability plan.

15. Notes verifying case management services were provided at least monthly, unless exempt from this requirement.

16. 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.

17. 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.  

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**Street Outreach Standards**

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**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.  

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**Emergency Shelter Standards**

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**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.

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### 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.

b. **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.

c. **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.

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**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)

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**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.

3. There is no requirement for sobriety prior to being offered housing and admission shall not be conditioned on credit or background checks. Criminal backgrounds will be considered only to the extent necessary to protect safety and well-being.

4. Participants shall be given choice in their housing subject to program limitations.

5. Participants are not required to participate in services but providers are required to persistently and consistently seek to engage participants.

6. Providers are encouraged to support staff in implementing Evidence Based Practices that support Housing First (Critical Time Intervention, Motivational Interviewing, Stages of Change)

7. Projects that are designated as Housing First shall be contractually obligated to follow these principles and will be subject to monitoring.

8. Payment for rental assistance 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.

9. Payment of any late payment penalties incurred by the agency shall not be claimed for reimbursement.

10. Payment shall only be made when there is a legally binding, written lease for the rental unit between the participant and the owner.

11. 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.

g. **Participant Contribution.** Individuals and families residing in permanent supportive housing are required to pay rent. Rent charges may not exceed those specified in 578.77.

h. **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.
Emergency Transfer Plan

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 criteria.

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’ program or project, and a tenant who is seeking an external emergency transfer under VAWA into the Project Recipients/Housing Providers’ 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 element.

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
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

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**Equal access/ Gender Identity Rule**

XXV. **Policy on Gender Inclusion and Non-Discrimination with Respect to Sexual Orientation or Gender Identity**

All programs funded or regulated by the U.S. Department of Housing and Urban Development (HUD) must comply with regulations that guarantee equal access to housing in HUD programs regardless of sexual orientation or gender identity.\(^1\) In an effort to achieve full compliance, the Volusia Flagler Continuum of Care (CoC FL-504) adopts the following policy:

**a. Definitions.**

For purposes of this policy:

1. **Sexual orientation** means one’s emotional or physical attraction to the same and/or opposite sex (e.g. homosexuality, heterosexuality, or bisexuality).

2. **Perceived gender identity** means the gender with which a person is perceived to identify, based on that person’s appearance, behavior, expression, other gender related characteristics, or the sex assigned to the individual at birth or identified in documents.

3. **Gender identity** means the gender with which a person identifies, if any, regardless of the sex assigned to that person at birth and regardless of that person’s perceived gender identity.

4. **Equal access** means housing programs are open to all eligible individuals and families regardless of sexual orientation or gender identity, and individuals will not be discriminated against based on actual or perceived gender identity, and where legitimate consideration of sex or gender is appropriate, such as in a facility providing temporary, or short term shelter that is not covered by the Fair Housing Act and which is legally permitted to operate as a single sex facility, the individual’s own self-identified gender identity will govern.\(^3\)

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\(^1\) https://www.hudexchange.info/resources/documents/EqualAccess_FinalRule_2.3.12.pdf
b. **Intent and Applicability.**
   1. The CoC FL-504 is directed by HUD to facilitate the development of a comprehensive system of housing and services for persons experiencing homelessness in Volusia and Flagler Counties, specifically including the use of funding made available under the HUD Continuum of Care Program and other homelessness assistance programs. Accordingly, it is the intent of CoC FL-504 to guarantee equal access to housing and services in homelessness assistance programs regardless of sexual orientation or gender identity (Equal Access).

   2. The adoption of this Equal Access policy is a direct reflection of CoC FL-504’s commitment to Housing First and to low-barrier access to housing and services.

   3. All agencies receiving funding through HUD or that is otherwise made available through CoC FL-504 must promote and ensure Equal Access.

   4. Although not required, all non-HUD/CoC-funded member agencies are strongly encouraged to adopt internal policies and best practices that promote and ensure Equal Access.

c. **Equal Access Standard.**
   CoC FL-504 will assess whether an agency and its programs and services promote and ensure Equal Access by the extent to which it:

   1. Determines client eligibility for housing, programs and services regardless of their sexual orientation, gender identity, perceived gender identity, or marital status, and will not discriminate against anyone because they do not conform to gender or sex stereotypes;

   2. Grants client’s equal access to housing, programs and services in a manner consistent with their gender identity;

   3. Declines to ask clients to provide anatomical information, documentation of (including ID), or physical or medical evidence of their gender identity;

   4. Whenever necessary, takes steps to address privacy concerns raised by any residents or occupants, including persons in question, in an appropriate and non-discriminatory way;

   5. Ensures that individuals are made aware of their right to Equal Access by providing notice of such rights, using methods such as by posting in public spaces, amending program forms and documentation; and **rights and responsibilities**

   6. Participates in annual CoC training on service inclusion and non-discrimination (which many be incorporated into Housing First training).

d. **Implementation Timeline.**
   CoC FL-504 will implement this policy with the following actions:
a. Add an additional non-scoring question to the 2020 NOFA application asking if the applicant has adopted internal policies and practices that indicate adherence to the above CoC policy on gender inclusion and non-discrimination.

b. CoC FL-504 will continue to offer training opportunities for providers building towards full compliance with regard to the above policy.
**Application for Federal Assistance SF-424**

1. **Type of Submission:**
   - ☑ Preapplication
   - ☑ Application
   - ☐ Changed/Corrected Application

2. **Type of Application:**
   - ☑ New
   - ☐ Continuation
   - ☐ Revision

3. **Date Received:** 08/02/2022

4. **Applicant Identifier:** B-22-UC-12-0008

5a. **Federal Entity Identifier:** 
5b. **Federal Award Identifier:** N/A

**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. **UEI:** 067849901000

   d. **Address:**
      - **Street1:** 110 W. Rich Avenue
      - **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:** Corry
   - **Middle Name:** 
   - **Last Name:** Brown
   - **Suffix:** 
   - **Title:** Housing and Grants Administration Manager

   - **Organizational Affiliation:** 

   - **Telephone Number:** 386-736-5955
   - **Fax Number:** 

   - **Email:** cabrown@volusia.org
* 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-22-UC-12-0008

* Title:
   Community Development Block Grant

13. Competition Identification Number:

Title:

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

* 15. Descriptive Title of Applicant's Project:
   Housing and community development activities including: public facilities, public infrastructure, public services, and program administration.

Attach supporting documents as specified in agency instructions.
16. Congressional Districts Of:

* a. Applicant FL-006

* b. Program/Project FL-006

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

17. Proposed Project:

*a. Start Date: 10/01/2022

*b. End Date: 09/30/2023

18. Estimated Funding ($):

* a. Federal 1,635,530.00

* b. Applicant 0.00

* c. State 0.00

* d. Local 0.00

* e. Other 0.00

* f. Program Income 100,000.00

* g. TOTAL 1,735,530.00

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

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: Mr.

* First Name: Jeffrey

Middle Name: S.

* Last Name: Brower

Suffix:

* Title: County Chair

* Telephone Number: 386-943-7026

Fax Number:

* Email: jbrower@volusia.org

* Signature of Authorized Representative: [Signature]

* Date Signed: 8/13/2023

ATTEST: ____________________________

DATE: 8/13/2023

George Recktenwald, County Manager
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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 (0348-0040), 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 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 cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. 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.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards 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).

6. Will comply with all Federal statutes relating to nondiscrimination. 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.

7. 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 or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with 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.

10. Will comply, if applicable, 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.

11. 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).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. 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.

17. 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."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. 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.
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

County Chair

APPLICANT ORGANIZATION
County of Volusia, FL

DATE SUBMITTED
8/13/2002

ATTEST
George Recktenwald, County Manager

DATE: _______________
# Application for Federal Assistance SF-424

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<td><strong>c. UEI:</strong></td>
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<td>110 W. Rich Avenue</td>
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<td><strong>f. Name and contact information of person to be contacted on matters involving this application:</strong></td>
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<tr>
<td>Prefix:</td>
<td>Ms.</td>
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<td>* First Name:</td>
<td>Corry</td>
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<td>Middle Name:</td>
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<tr>
<td>* Last Name:</td>
<td>Brown</td>
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<tr>
<td>Title:</td>
<td>Housing and Grants Administration Manager</td>
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<td>Organizational Affiliation:</td>
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<td>* Telephone Number:</td>
<td>386-736-5955</td>
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<td>Fax Number:</td>
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<tr>
<td>* Email:</td>
<td><a href="mailto:cabrown@volusia.org">cabrown@volusia.org</a></td>
</tr>
</tbody>
</table>
**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

12. **Funding Opportunity Number:**
    - E-22-UC-12-0008
    - Title: Emergency Solutions Grant Program

13. **Competition Identification Number:**
    - Title:

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

15. **Descriptive Title of Applicant's Project:**
    - Homeless activities including: rapid re-housing, homeless prevention, and program administration.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:
   * a. Applicant FL-006
   * b. Program/Project FL-006

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

17. Proposed Project:
   *a. Start Date: 10/01/2022
   *b. End Date: 09/30/2023

18. Estimated Funding ($):
   * a. Federal 145,833.00
   * b. Applicant 0.00
   * c. State 0.00
   * d. Local 0.00
   * e. Other 0.00
   * f. Program Income 0.00
   * g. TOTAL 145,833.00

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

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: Mr. *
Middle Name: S.
* Last Name: Brower
Suffix: 

* Title: County Chair
* Telephone Number: 386-943-7026
* Fax Number: 
* Email: jbrower@volusia.org
* Signature of Authorized Representative: 
* Date Signed: 8/1/2022

ATTEST: George Recktenwald, County Manager
DATE: 8/13/2022
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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

APPLICANT ORGANIZATION
County of Volusia, FL

DATE SUBMITTED 8/1/2022

ATTEST: __________________________________
George Recktenwald, County Manager

DATE: _______________
**Application for Federal Assistance SF-424**

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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><em>3. Date Received:</em></th>
<th><em>4. Applicant Identifier:</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>08/02/2022</td>
<td>M-22-UC-12-0221</td>
</tr>
</tbody>
</table>

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. UEI:* 067849901000  

<table>
<thead>
<tr>
<th><em>d. Address:</em></th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Street1:</em> 110 W. Rich Avenue</td>
</tr>
<tr>
<td><em>City:</em> DeLand</td>
</tr>
<tr>
<td><em>County/Parish:</em></td>
</tr>
<tr>
<td><em>State:</em> FL: Florida</td>
</tr>
<tr>
<td><em>Province:</em></td>
</tr>
<tr>
<td><em>Country:</em> USA: UNITED STATES</td>
</tr>
<tr>
<td><em>Zip / Postal Code:</em> 32720-4213</td>
</tr>
</tbody>
</table>

*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:  

<table>
<thead>
<tr>
<th>Prefix:</th>
<th><em>First Name:</em> Corry</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Middle Name:</td>
<td></td>
</tr>
<tr>
<td><em>Last Name:</em> Brown</td>
<td></td>
</tr>
<tr>
<td>Suffix:</td>
<td></td>
</tr>
<tr>
<td>Title: Housing and Grants Administration Manager</td>
<td></td>
</tr>
<tr>
<td>Organizational Affiliation:</td>
<td></td>
</tr>
<tr>
<td><em>Telephone Number:</em> 386-736-5955</td>
<td></td>
</tr>
<tr>
<td>Fax Number:</td>
<td></td>
</tr>
<tr>
<td><em>Email:</em> <a href="mailto:cabrown@volusia.org">cabrown@volusia.org</a></td>
<td></td>
</tr>
</tbody>
</table>
**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-22-UC-12-0221

**Title:**
- HOME Investment Partnership Program

**13. Competition Identification Number:**

**Title:**

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

**15. Descriptive Title of Applicant's Project:**

Housing activities including: homeowner housing construction, Community Housing Development Organizations (CHDO) rental housing and operating expense, and program administration.

Attach supporting documents as specified in agency instructions.
Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant FL-006
* b. Program/Project FL-006

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

17. Proposed Project:

*a. Start Date: 10/01/2022  
*b. End Date: 09/30/2023

18. Estimated Funding ($):

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Federal</td>
<td>802,647.00</td>
</tr>
<tr>
<td>b. Applicant</td>
<td>0.00</td>
</tr>
<tr>
<td>c. State</td>
<td>0.00</td>
</tr>
<tr>
<td>d. Local</td>
<td>0.00</td>
</tr>
<tr>
<td>e. Other</td>
<td>0.00</td>
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<tr>
<td>f. Program Income</td>
<td>100,000.00</td>
</tr>
<tr>
<td>g. TOTAL</td>
<td>902,647.00</td>
</tr>
</tbody>
</table>

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

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: Mr. * First Name: Jeffrey
Middle Name: S. * Last Name: Brower
SUFFIX: *

* Title: County Chair
* Telephones Number: 386-943-7026  
Fax Number: 
* Email: jbrower@volusia.org

* Signature of Authorized Representative * Date Signed:

ATTEST: George Recktenwald, County Manager
DATE: 8/13/2023
ASSURANCES - NON-CONSTRUCTION PROGRAMS

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 (0348-0040), 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 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 cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. 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.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (24 U.S.C. §§4728-4763) relating to prescribed standards 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).

6. Will comply with all Federal statutes relating to nondiscrimination. 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.

7. 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 or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with 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.

10. Will comply, if applicable, 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.

11. 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).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. 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.

17. 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."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

19. 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.
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).

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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."

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SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL

APPLICANT ORGANIZATION
County of Volusia, FL

DATE SUBMITTED 8/13/2002

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.
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
Jeffrey S. Brower, County Chair
Title

ATTEST:
George Recktenwald, County Manager

Date: 8/16/2000

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which 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 to meet such needs.

Signature of Authorized Official

Jeffrey S. Brower, County Chair

Date

ATTEST:

George Recktenwald, County Manager

Date
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  
Jeffrey S. Brower, County Chair

Date: 8/16/2008

---

**ATTEST:**

George Recktenwald, County Manager

Date: 8/16/2008
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

Jeffrey S. Brower, County Chair
Title:

Date: 8/16/2022

George Recktenwald, County Manager

Date: 8/16/2022
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.
Appendix C – Maximum HOME Sales Price Data
<table>
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<th>Taxdist Description</th>
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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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## Existing Home Sales
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#### February 2022 - April 2022

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## Existing Home Sales

**Volusia County HOME Jurisdiction**

**February 2022 - April 2022**

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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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## Existing Home Sales
Volusia County HOME Jurisdiction
February 2022 - April 2022

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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

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### Existing Home Sales
**Volusia County HOME Jurisdiction**
**February 2022 - April 2022**

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## Existing Home Sales
**Volusia County HOME Jurisdiction**
**February 2022 - April 2022**

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Date</th>
<th>Month</th>
<th>Price</th>
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<tbody>
<tr>
<td>HOLLY HILL</td>
<td>1509-1-231 RIVERSIDE DR</td>
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## Existing Home Sales
### Volusia County HOME Jurisdiction
#### February 2022 - April 2022

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>Date</th>
<th>Month</th>
<th>Price</th>
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</table>
Existing Home Sales  
Volusia County HOME Jurisdiction  
February 2022 - April 2022

UNINCORPORATED - SILVER SANDS  4480 S ATLANTIC AVE  3/4/2022  March  630,000
ORMOND BEACH  61 APIAN WAY  2/7/2022  February  635,000
DELAND  138 OLD MOSS CIR  3/15/2022  March  635,000
UNINCORPORATED - NORTHEAST  119 SANDPIPER RIDGE DR  3/11/2022  March  635,000
NEW SMYRNA BEACH  C306-2401 S ATLANTIC AVE  4/22/2022  April  640,000
ORMOND BEACH  4 CREEK BEND WAY  2/25/2022  February  640,000
NEW SMYRNA BEACH  821 E 2ND AVE  2/15/2022  February  642,500
DELAND  409 W MINNESOTA AVE  3/1/2022  March  646,000
UNINCORPORATED - WESTSIDE  2999 JACQUELINE CIR  3/4/2022  March  647,500
ORMOND BEACH  209 ROYAL DUNES BLVD  4/22/2022  April  649,000
HOLLY HILL  1201-241 RIVERSIDE DR  3/28/2022  March  649,000
ORMOND BEACH  30 SHADOWCREEK WAY  3/30/2022  March  649,000
UNINCORPORATED - SOUTHEAST  167 HAZELWOOD RIVER RD  4/5/2022  April  650,000
UNINCORPORATED - WESTSIDE  1523 LAKESIDE DR  4/27/2022  April  650,000
DEBARY  340 HAMMOCK OAK CIR  2/28/2022  February  650,000
NEW SMYRNA BEACH  3563 MARIBELLA DR  2/7/2022  February  650,000
UNINCORPORATED - SILVER SANDS  416-6727 TURTLEMOUND RC  2/22/2022  February  650,000
UNINCORPORATED - SOUTHEAST  1985 PINEDALE RD  2/24/2022  February  650,000
DELAND  351 W VICTORIA TRAILS BLVE  3/3/2022  March  650,000
HOLLY HILL  1501-1-231 RIVERSIDE DR  3/9/2022  March  650,000
HOLLY HILL  2609-1-231 RIVERSIDE DR  3/18/2022  March  650,000
NEW SMYRNA BEACH  423-3001 S ATLANTIC AVE  3/1/2022  March  650,000
NEW SMYRNA BEACH  1500 SOUTHARD AVE  3/25/2022  March  650,000
NEW SMYRNA BEACH  2815 BAY SIDE DR  3/30/2022  March  650,000
NEW SMYRNA BEACH  205-438 BOUCHELLE DR  2/7/2022  February  655,000
UNINCORPORATED - SOUTHEAST  2923 CYPRESS RIDGE TR  4/1/2022  April  660,000
UNINCORPORATED - NORTHEAST  596 ALDENHAM LN  2/22/2022  February  660,000
NEW SMYRNA BEACH  212 NORMANDY AVE  3/25/2022  March  660,000
NEW SMYRNA BEACH  834 E 8TH AVE  3/25/2022  March  660,000
UNINCORPORATED - SOUTHEAST  1777 BAYVIEW DR  3/31/2022  March  660,000
ORMOND BEACH  331 N HALIFAX DR  2/9/2022  February  664,000
NEW SMYRNA BEACH  3556 MARIBELLA DR  2/28/2022  February  665,000
UNINCORPORATED - NORTHEAST  804 MILLSTREAM LN  3/25/2022  March  665,000
ORMOND BEACH  124 SQUIRREL LN  4/12/2022  April  668,000
ORMOND BEACH  7 ARCHANGEL CIR  2/11/2022  February  669,000
ORMOND BEACH  64 DIX AVE  3/18/2022  March  669,000
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