

# City of Alexandria PY2016 Annual Action Plan DRAFT

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This document is for review and public comment. Several portions need to be updated with accurate statistics and attachments. All comments due by March 1, 2016 for consideration to be incorporated into the final document.

Please email comments to [cda@cityofalex.com](mailto:cda@cityofalex.com).

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## AP-05 Executive Summary

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### Introduction

The City of Alexandria receives annual grant allocations from the U.S. Department of Housing and Urban Development (HUD) through the Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME). The overarching purpose of the CDBG and HOME programs is to assist **low- and moderate-income** families and households, which are those that earn less than 80% of the area median income. The funds are used to pursue three goals:

- (1) Provide decent, affordable housing
- (2) Create suitable living environments, and
- (3) Expand economic opportunities.

In order to access these federal funds, the City must carry out a planning process to identify the scope of housing and community development needs in its jurisdiction and how the available funding can best be used to meet those needs. This planning process, called the Consolidated Plan, was conducted in late 2014 and early 2015. The term of the plan began on May 01<sup>st</sup>, 2015 and will end on April 30<sup>th</sup>, 2020. A full copy of the Consolidated Plan is available for review at the City's Community Development Department.

Each year, the City prepares an Annual Action Plan that describes the projects and actions it will undertake to carry out the strategies outlined in the Consolidated Plan. This document is the Second Year Annual Action Plan, covering the period from May 1<sup>st</sup>, 2016 to April 30<sup>th</sup>, 2017.

### Summary of Objectives and Outcomes

After reviewing and analyzing the data gathered through the consultation, citizen outreach, needs assessment, and market analysis, the City developed a set of goals and strategies to make the best use of its limited resources to address its most pressing affordable housing, community development, and homeless problems. The City developed six broad goals to meet its most pressing needs.

#### **(1) Create New Affordable Housing**

Under this goal, the City estimates it will subsidize the development of units affordable to low income buyers, provide financial assistance to homebuyers, and provide homebuyer education services. The City has yet to identify a specific project at this time, but expects that the funds available can finance the development of 2 new affordable housing units.

#### **(2) Improve Condition of Existing Housing Stock**

The City estimates it will assist 5 owner-occupied units with weatherization improvements and an additional 5 units through the Senior Minor Repair program.

### **(3) Eliminate Blighted Conditions**

The City will fund three initiatives to address and eliminate blighted conditions within the City. First, the City will support code enforcement efforts to identify and cite blighted properties. The City will provide funding for the demolition and clearance of an estimated 20 blighted structures. Finally, the City will begin a new initiative called Succession Legal Services in an effort to reduce the number of properties that have a “clouded” title due to inheritance.

### **(4) Reduce Homelessness**

In 2015, the City pledged support for the opening of a new day shelter called the Homeless Resource Center. The Center is scheduled to open in 2016. The Center will provide supportive services to an estimated 20 homeless individuals on an annual basis. The City will support this program with local sources of funds.

### **(5) Improve Neighborhood Infrastructure**

If funds are available, the City will use CDBG funds to provide new and improved infrastructure in its CDBG-eligible target neighborhoods. These areas include North Alexandria, South Alexandria, Central Business District, Lower Third, and Samtown/Woodside. At this time, funding is not available for this goal. If funded, the City estimates that 5,000 residents living in one of the CDBG-eligible target areas would benefit.

### **(6) Improve Public Services**

The City will support various public services aimed at providing a more suitable living environment for residents of CDBG-eligible target neighborhoods and other low income clientele, such as seniors, homeless, and disabled populations. The City will support these programs with local sources of funds.

## **Evaluation of Past Performance**

In recent years, the City has focused the use of its CDBG funds on minor repair, code enforcement, and clearance. A summary of each program is provided below:

- Demolition and clearance of blighted properties is often identified as their highest priority by neighborhood residents. The City averages 10 demolitions per year. While the demolition of the blighted structures improves the neighborhood, the next step would be to identify a re-use of the property. Unfortunately, the City has had a difficult time in the past in acquiring “heir properties” where more than one party has an interest in the property.
- The Senior Minor Housing Repair program is a popular program that provides up to \$5,000 of rehabilitation to senior homeowners to address deferred maintenance. This program can help seniors maintain independent living.
- The Weatherization Program provides up to \$5,000 of weatherization to income eligible homeowners, including storm windows, attic insulation, caulking/sealing, and replacement of ill-fitting doors. The return on investment of this program is substantial. By lowering utility bills for

homeowners, the housing cost is lowered dramatically.

- The Homebuyer Assistance Program has failed to produce the results expected. Current staff still sees a need for this program and will be changing the program design, including marketing efforts, to increase its effectiveness.

Since 1992, the City has used HOME funds to assist with the development of 123 rental units and 34 homebuyer units, and rehabilitated 178 units of owner-occupied housing. In recent years, the City's HOME allocation has been drastically reduced to a point where the City is able to fund only one development project per year. The City no longer uses HOME funds for owner-occupied rehabilitation. In recent years, the City has completed the Sugar House Road development and Bethel Apartments Rehabilitation.

## **Summary of Citizen Participation and Consultation Process**

### **CITIZEN PARTICIPATION**

The City will focus the use of its funds in its five designated target neighborhoods. As such, the City held neighborhood meetings in each target area to discuss potential uses of funds, recent accomplishments, current priority needs, and how to best use future allocations. The target areas include North Alexandria, Central Business District, Samtown/Woodside, Lower Third, and South Alexandria.

The City also convened a Citizen Advisory Group. The group members include residents from each target area as well a representative for different advocacy groups, including Elderly and Disabled, Youth, persons with HIV/AIDS, Mentally Disabled, and Homeless.

The City conducted a public hearing on January 14<sup>th</sup>, 2016 to present the proposed plan to the Citizen Advisory Group. Before the public hearing, the City published the proposed plan for citizen comment from January 14<sup>th</sup>, 2016 to March 1<sup>st</sup>, 2016.

A summary of all comments and feedback received through the public participation process is included as an attachment to the plan.

### **CONSULTATION**

To assess the different needs within the community and in an effort to reach out and better coordinate with other service providers in the area, the City conducted a number of consultations with local non-profits, assisted housing providers, and other governmental agencies and departments. For a complete list of organizations contacted, please refer to section PR-10 Consultation.

## **Summary of Public Comments**

None received to date.

## **Summary of Comments not accepted**

None received to date.

## Summary

This second year Annual Action Plan is consistent with the information presented in last year's Consolidated Plan. The most pressing needs in the City continue to be a large number of blighted properties and substandard condition of housing, especially within the neighborhoods identified as CDBG target areas. As such, the resources available to the City through the programs covered by this plan, including the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Grant (HOME), will focus on the elimination of blighted properties and the improvement of the condition of existing housing stock. The City will also work to better serve its homeless populations and non-homeless populations with special needs.

HUD has yet to notify the City of its actual allocation amount. The current version of this plan is based on funding estimates that the City expects to receive from HUD in the 2016 planning year. For the purpose of this plan, the City estimated it will receive roughly the same amount of funds as it did in 2015. Based on HUD guidance, the City will not finalize the plan until the actual allocation is known.

## **PR-05 Lead and Responsible Agencies**

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The City of Alexandria is the lead agency for this Consolidated Plan. Specifically, the Community Development Department administers the Consolidated Plan and all of its funded programs on behalf of the City. Some programs are administered directly by the City. For others, the Community Development Department relies on a number of partners, including non-profit organizations, contractors, and other public agencies to undertake the projects.

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## **AP-10 Consultation**

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### **Introduction**

This section summarizes the consultation efforts made by the City and details specific information required by HUD in regard to coordination on homeless efforts. When developing the Consolidated Plan, the City reached out to local service providers and other government agencies to gather information on housing, homeless, and community development needs and to determine how the available federal resources should best be used to meet the City's priority needs. For this Annual Action Plan, the City sought additional input from these agencies to identify any changes in the local market or in levels of need.

### **Efforts to Enhance Coordination**

*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))*

As part of the consultation process, the City contacted assisted-housing and service providers, including local non-profits, the Alexandria Public Housing Authority, and local developers. The purpose of this outreach was to inform the agencies of opportunities to contribute to the plan and to increase coordination between service providers. The City has formed and maintained partnerships with local organizations such as the Central Louisiana Homeless Coalition (described in more detail below). The City also works closely with grass roots and resident organizations such as neighborhood watch groups.

### **Continuum of Care Consultation – Homeless Needs**

*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 City met with the Executive Director and members of the Central Louisiana Homeless Coalition to determine priority homeless needs and discuss potential strategies for meeting those needs. The City participates in the Coalition on a regular basis. In the past, the City has supported the Continuum's efforts by passing State ESG funds to Continuum members and committing CDBG funds to the proposed day shelter.

### **Continuum of Care Consultation – Program Design**

*Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS*

The City does not receive ESG funds from HUD.

## List of Consultations

*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*

*Identify any Agency Types not consulted and provide rationale for not consulting*

Not Applicable

*List other local/regional/state/federal planning efforts considered when preparing the Plan and how the goals of the Strategic Plan overlap with the goals of each plan*

**Name of Plan:** Continuum of Care

**Lead Organization:** Central Louisiana Homeless Coalition

**Overlap:** The Continuum of Care's goals, strategies, and policies are adopted by the City as it relates to the Strategic Plan's homeless goals.

**Name of Plan:** 2009 Revitalization Master Plan

**Lead Organization:** City of Alexandria

**Overlap:** In the 2009 Revitalization Master Plan, the City identified a number of neighborhoods in need of revitalization. The proposed actions called for removal of blighted properties, reclamation of vacant and abandoned properties, and the development of new housing. The goals and strategies of this Strategic Plan continue to address the same issues identified in the 2009 Revitalization Master Plan.

**Name of Plan:** 2014 ThinkAlex Resiliency Plan

**Lead Organization:** City of Alexandria

**Overlap:** In 2014, the city completed a community planning effort that included transportation, land use, housing, zoning, and a revision of the municipal development code. The goals of this Strategic Plan will be guided and influenced by the findings and recommendations of the ThinkAlex plan.

**Name of Plan:** 2014 Comprehensive Economic Development Strategy

**Lead Organization:** Kisatchie Delta Planning Development District

**Overlap:** This plan used as a source of data used to determine priorities and needs related to economic development.

***Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))***

The City provided other public entities an opportunity to provide input on the proposed Action Plan. In some cases, the City must work closely with other public entities when both organizations are supported the same project, as is the case with the City's current HOME project, Sugarhouse Road Phase III, which is jointly funded with the Louisiana Housing Corporation.

## **AP-12 Participation - 91.105, 91.200(c)**

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### **Summary**

***Summarize the citizen participation process and efforts made to broaden citizen participation. Summarize citizen participation process and how it impacted goal-setting.***

As part of the planning process, the City conducted a number of public meetings and hearings in order to gauge the needs of the community, especially those of residents within the five identified target areas. The five target areas are:

- North Alexandria
- Central Business District
- Samtown/Woodside
- Lower Third
- South Alexandria

In addition to the public meetings, the City also convened a Citizen's Advisory Committee. All meetings are held in accessible locations. The committee includes two representatives from each of the five target areas, plus one representative for each of the five following constituencies: Elderly/Handicapped, Youth, Persons with HIV/AIDS, Mentally Disabled, and Homeless.

The City conducted a public hearing on January 14<sup>th</sup>, 2016 and presented the plan before the City Council. Before the public hearing, the City published a notice stating the plan was available for review and a thirty day comment period. The results of the community meetings, including a summary of all comments and input received, is included as an attachment to this plan.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	North Alexandria CDBG Target Neighborhood	See Attachments	See Attachments	See Attachments	
2	Public Meeting	South Alexandria CDBG Target Neighborhood	See Attachments	See Attachments	See Attachments	
3	Public Meeting	Central Business District CDBG Target Neighborhood	See Attachments	See Attachments	See Attachments	
4	Public Meeting	Samtown/Woodside CDBG Target Neighborhood	See Attachments	See Attachments	See Attachments	
5	Public Meeting	Lower Third CDBG Target Neighborhood	See Attachments	See Attachments	See Attachments	
6	Newspaper Ad	Non-targeted/broad community	Publication of public comment period.	No Comments Received	No Comments Received	
7	Public Hearing	Non-targeted/broad community	See Attachments	See Attachments	See Attachments	

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

### Introduction

The main source of funding for the goals, programs, and projects discussed in this Action Plan will come from the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program (HOME). CDBG funds may be used for a broad range of activities, including housing, infrastructure, public facilities and services, and economic development, as long as the purpose of the program is to benefit persons considered to be low or moderate income (below 80% of the area median income). HOME funds may only be used for affordable housing projects. This includes the acquisition and development of new housing, the rehabilitation of existing units, tenant-based rental assistance, and homebuyer assistance. The City expects to leverage and attract additional funding sources to help meet its goals. Potential sources include homeless funds from the State of Louisiana and private funding invested in the HOME-assisted affordable housing developments.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2		Narrative Description
			Annual Allocation:		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	Annual Allocation:	438,950	CDBG funds will be used for the creation and preservation of affordable rental units, improvements in low-income neighborhoods, and public services that benefit low-income and special needs households.
			Program Income:		
			Prior Year Resources:		
			Total:		
			Expected Amount Available Remainder of Con Plan		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	Annual Allocation:	167,201	This program is designed exclusively to create affordable housing for low-income households.
			Program Income:		
			Prior Year Resources:		
			Total:		
			Expected Amount Available Remainder of Con Plan		

Table 1 - Expected Resources – Priority Table

***Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied***

City will satisfy match requirements of the HOME program through developer’s investment in affordable housing developments.

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

At the current time, the City does not own land or property that will be used to address the needs and goals identified in the plan. The City is funding a program to address the legal complexities that arise when properties are transferred through inheritance, which can result in additional blighted properties.

***Discussion***

HUD has yet to notify the City of its actual allocation amount. The current version of this plan is based on funding estimates that the City expects to receive from HUD in the 2016 planning year. For the purpose of this plan, the City estimated it will receive roughly the same amount of funds as it did in 2015. Based on HUD guidance, the City will not finalize the plan until the actual allocation is known.

The size of both the CDBG and HOME allocations continue to decrease. Over the course of the last Consolidated Plan (2010-2014), the CDBG allocation was reduced from \$719,375 to \$465,911. Over the same period, the HOME program allocation was reduced from \$450,489 to \$195,228.

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Create New Affordable Housing	Affordable Housing	CDBG Target Areas City Wide	Affordable Housing	CDBG: \$0 HOME: \$141,120	Homeowner Housing Added: 2 Household Housing Unit
Housing Rehabilitation	Affordable Housing	CDBG Target Areas City Wide	Affordable Housing	CDBG: \$75,000 HOME: \$0	Homeowner Housing Rehabilitated: 10 Household Housing Unit
Elimination of Blighted Properties	Non-Housing Community Development	CDBG Target Areas City Wide	Non Housing Community Development	CDBG: \$276,160 HOME: \$0	Buildings Demolished: 20 Buildings
Reduce Homelessness	Homeless	City Wide	Homeless	Local Funds: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Homeless Persons Assisted
Improve Public Services	Non-Housing Community Development	City Wide	Non Housing Community Development	Local Funds: \$27,500	Public service activities other than Low/Moderate Income Housing Benefit: 55 Persons Assisted
Administration & CHDO Operating	Administration	City Wide	All	CDBG: \$87,450 HOME: \$25,080	Other: 1 Other

Table 2 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Create New Affordable Housing
	<b>Goal Description</b>	Funds will be provided to a qualified developer to develop or rehabilitate affordable housing. An amount not less than 15% of the HOME allocation must be provided to a Community Housing Development Organization (CHDO). Eligible uses of the funds include acquisition, construction costs, and related soft costs. The City expects that the funds will assist in the development of two new affordable units.
2	<b>Goal Name</b>	Homebuyer Assistance
	<b>Goal Description</b>	The City will not budget additional funds to Homebuyer Assistance in 2016 based on the available funds remaining from previous years.
3	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	The City will fund two homeowner repair programs: Weatherization and Senior Minor Repair.

4	<b>Goal Name</b>	Elimination of Blighted Properties
	<b>Goal Description</b>	The City will fund use CDBG funds to evaluate and demolish vacant, substandard structures that have a blighting effect on City neighborhoods. The vast majority of these funds will be focused on properties within the CDBG Target Areas.
5	<b>Goal Name</b>	Reduce Homelessness
	<b>Goal Description</b>	The City will use local funds to support the operations of the new Homeless Resource Center.
6	<b>Goal Name</b>	Improve Public Services
	<b>Goal Description</b>	In this program year, the City will use local funds to provide funding to a program that provides vision screening and eye glasses for seniors within the City.
7	<b>Goal Name</b>	Administration & CHDO Operating
	<b>Goal Description</b>	Funds will be used for planning and general administration of the HOME and CDBG programs. This includes the annual action plan and budgeting process, contracting and contract award management, subrecipient monitoring, and reporting. Funds will also be made available to certified Community Housing Development Organizations (CHDOs) who are actively pursuing HOME-eligible affordable housing projects within the City.

## AP-35 Projects – 91.220(d)

### ***Introduction***

The City will fund a total of 6 projects in the 2016 program year. Approximately 25% of the available funds will be used for the development of affordable housing, twelve percent will be used for rehabilitation of existing housing, 46% on the elimination of blighted conditions, and the remainder of the funds will be used for planning, administration, and oversight of the other projects.

### ***Projects***

#	Project Name
1	CDBG Program Administration
2	Minor Housing Repair
3	Demolition/Clearance
4	CHDO Operations
5	HOME Program Administration
6	Housing Development

**Table 3 - Project Information**

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

The rationale for allocation priorities comes from a combination of the following elements:

- The input and feedback received by through the community input and consultation process.
- The recommendations of city staff and officials based on past performance of programs.
- The amount of funds available through the CDBG and HOME allocations.
- The limitations imposed by the federal programs.

The City has identified a number of obstacles to meeting its needs, including the lack of interested contractors in the City's housing rehabilitation programs, the flood insurance requirements associated with the City's housing rehabilitation programs, and the lack of an emergency shelter for women.

## AP-38 Project Summary

1	<b>Project Name</b>	CDBG Program Administration
	<b>Target Area</b>	CDBG Target Areas City Wide
	<b>Goals Supported</b>	Administration & CHDO Operating
	<b>Needs Addressed</b>	Affordable Housing, Homeless, Non Homeless Special Needs, Non Housing Community Development, and Public Housing
	<b>Funding</b>	CDBG: \$87,450
	<b>Description</b>	Provide oversight, management, monitoring and coordination of federal CDBG funds received from HUD
	<b>Target Date</b>	4/30/2017
	<b>Estimated Benefit</b>	Not applicable.
	<b>Location Description</b>	Not applicable.
2	<b>Planned Activities</b>	21A CDBG General Administration (24 CFR 570.206); General Administration is exempt from meeting a national objective.
	<b>Project Name</b>	Minor Housing Repair Program
	<b>Target Area</b>	CDBG Target Areas City Wide
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	CDBG: \$75,000
	<b>Description</b>	CDBG will fund minor housing repairs for senior homeowners and weatherization.
	<b>Target Date</b>	4/30/2017
	<b>Estimated Benefit</b>	5 low-income homeowners.
	<b>Location Description</b>	CDBG Target Areas City Wide
<b>Planned Activities</b>	14A: Single-Unit Residential Rehabilitation (24 CFR 570.202) LMH: Low Mod Housing (LMH) national objective (24 CFR 570.208(a)(3))	

<b>3</b>	<b>Project Name</b>	Demolition/Clearance
	<b>Target Area</b>	CDBG Target Areas. A few properties may be outside of the target areas.
	<b>Goals Supported</b>	Elimination of Blighted Properties
	<b>Needs Addressed</b>	Non Housing Community Development
	<b>Funding</b>	CDBG: \$276,160
	<b>Description</b>	Demolition and clearance of vacant, abandoned, and deteriorated structures in order to eliminate specific conditions of blight or physical decay in Low Mode Area benefit 5 Target Neighborhoods
	<b>Target Date</b>	4/30/2017
	<b>Estimated Benefit</b>	Removal of 20 blighted and abandoned properties. All of the residents living within the vicinity of the formerly blighted property will receive a benefit.
	<b>Location Description</b>	CDBG Target Areas. A few properties may be outside of the target areas.
	<b>Planned Activities</b>	Clearance/Demolition (24 CFR 570.201(d)) Low Mod Area (LMA) 24 CFR 570.208(a) and for properties outside of the Target Areas Slum Blight Spot (SBS) 570.208(b)(2)
<b>4</b>	<b>Project Name</b>	CHDO Operating Funds
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Create New Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$8,360
	<b>Description</b>	Funds will provide an operating subsidy to designated CHDOs actively pursuing affordable housing development in the City of Alexandria.
	<b>Target Date</b>	4/30/2017
	<b>Estimated Benefit</b>	1 Non-profit Housing Developer (CHDO)
	<b>Location Description</b>	Not applicable
	<b>Planned Activities</b>	Operating Costs of a qualified CHDO organization.

5	<b>Project Name</b>	HOME Program Administration
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Create New Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$16,720
	<b>Description</b>	Provide oversight, management, monitoring and coordination of federal funds received from the Department of HUD.
	<b>Target Date</b>	4/30/2017
	<b>Estimated Benefit</b>	Not applicable.
	<b>Location Description</b>	Not applicable.
	<b>Planned Activities</b>	General Administration of the HOME grant.
6	<b>Project Name</b>	New Housing Development
	<b>Target Area</b>	City Wide
	<b>Goals Supported</b>	Create New Affordable Housing
	<b>Needs Addressed</b>	Affordable Housing
	<b>Funding</b>	HOME: \$142,120
	<b>Description</b>	Funds will be provided to a qualified CHDO or for-profit housing developer to develop new affordable housing units within the City. At least 15% of the HOME allocation must go toward CHDO projects.
	<b>Target Date</b>	4/30/2018
	<b>Estimated Benefit</b>	2 low income households
	<b>Location Description</b>	to be determined
	<b>Planned Activities</b>	The City expects the funds will be used for Acquisition/New Construction or Acquisition/Rehabilitation.

## 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 City expects that approximately 90% of its funds will be used in the five CDBG target areas:

- North Alexandria
- South Alexandria
- Lower Third
- Central Business District
- Samtown/Woodside

All of these areas are considered to be areas of low-income and minority concentration.

### ***Geographic Distribution***

Target Area	Percentage of Funds
CDBG Target Areas	<b>90%</b>
Citywide	<b>10%</b>

**Table 4 - Geographic Distribution**

### ***Rationale for the priorities for allocating investments geographically***

The City is allocating a large portion of its resources to meeting the needs of the Revitalization Areas for a number of reasons. First and foremost, the Revitalization Areas have a relatively high concentration of low- and moderate-income households. The condition of existing housing stock, levels of blight, and areas of low homeownership were factors in placing a priority on the Revitalization Areas. The Revitalization Areas also have a relatively high minority concentration who experience a disproportionate greater need.

## AP-55 Affordable Housing – 91.220(g)

### Introduction

In the program year, the City will invest its federal resources in four affordable housing programs: CHDO Development, Down Payment Assistance, Weatherization, and Senior Housing Minor Repair. For details on each program, please refer to the Project Descriptions.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	12
Special-Needs	0
Total	12

**Table 5 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	
The Production of New Units	2
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	12

**Table 6 - One Year Goals for Affordable Housing by Support Type**

## **AP-60 Public Housing – 91.220(h)**

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### **Introduction**

Public Housing within the City is administered by the City of Alexandria Public Housing Authority. While the City will coordinate closely with the PHA and share information about their respective programs, the City does not plan on providing financial assistance to the PHA. The PHA receives its own allocation from HUD, including an allocation through the Capital Fund Program, which will be used to repair, renovate and/or modernize the public housing developments.

### **Planned Actions**

#### ***Describe Actions planned during the next year to address the needs to public housing***

While the City has not budgeted any funds to public housing projects, the City will coordinate more closely with the public housing agency in the upcoming plan year. Some potential actions may include marketing of the homebuyer education and down payment assistance programs to public housing residents, posting job and employment opportunities at public housing developments to attract section 3-qualified residents, and continue discussions with the PHA regarding the creation of a subsidiary non-profit developer that could qualify as a CHDO.

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

The Alexandria Housing Authority encourages active participation from residents. There are monthly resident council meetings held at each of the developments. Residents are invited to meet and greet, share their concerns and organize activities for their developments. One or more employees of the AHA are always present to answer questions and document the concerns of the residents.

In addition, one resident is appointed to the Board of Commissioners. The AHA conducts periodic customer satisfaction surveys as a means for residents to discreetly voice their concerns and to ensure that the best possible customer service is being provided by the agency.

In regard to homeownership, the AHA is planning to offer homeownership as an option through its Housing Choice Voucher Program.

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

As of March 30, 2015, the Alexandria Housing Authority is no longer considered a “Troubled” agency. The PHA received approval for its Rental Assistance Demonstration (RAD) program which will assist the agency in revitalizing its units. This program may receive up to \$13 million that will have a direct impact on the condition of the agency’s housing stock.

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

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### **Introduction**

The City addresses homelessness through its participation in the local Continuum of Care, the Central Louisiana Homeless Coalition.

***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 CoC utilizes the services of the outreach teams to spread the word about programs and services available to the general homeless population, regardless of race, color, national origin, religion, sex, age, familial status, or disability. As part of its strategic planning process, the CoC plans to ensure that outreach materials are available to anyone with a disability or anyone of a different national origin. Volunteers of Americas outreach program serves those persons who routinely sleep on the streets. The outreach team is familiar with the locations of "camps" where homeless people tend to live.

In addition, VOA holds a monthly outreach event called "Helping to Overcome Homelessness (H2O)". The H2O event establishes a "one stop shop" for homeless services, wherein providers across the CoC set up and provide services such as HIV/AIDS testing, VI-SPDAT assessments, Veteran's services, food, clothing, and more. By holding the event at the end of the month, the event caters to the needs of unsheltered people whose resources of SSI/SSDI have run out. As part of the outreach plan for rural communities, this H2O model is being expanded to rural communities throughout the geographic area, with events planned in all eight of the parishes served by the CoC.

***... addressing the emergency shelter and transitional housing needs of homeless persons;***

The City, through the Continuum, will continue to support the existing emergency and transitional shelters in place. The City will also provide support to the new day shelter that will provide ongoing supportive services to homeless individuals.

***... 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 has developed a Committee on Chronic Homelessness that includes street outreach workers and case managers of PSH programs. The committee is responsible for identifying, assessing, and prioritizing chronically homeless individuals for placement into PSH programs. By increasing its beds designated for use by the chronically homeless and using funding sources such as VASH and SSVF, the CoC believes it can end chronic homelessness in the near future.

The CoC is also requesting additional rapid rehousing funds to serve literally homeless families. The CoC has a goal to end family homelessness by 2020.

In regard to preventing a return to homelessness, each provider within the CoC conducts follow-up at 90 days, 180 days, and twelve month intervals. These follow-up assessments are documented within the CoC's HMIS. During the follow-up, if an issue is discovered that could possibly result in a family returning to homelessness, the Case Manager provides ongoing case management sessions to assist the family with obtaining the proper supports to prevent them from returning to homelessness.

***and 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.***

The CoC has adopted the following discharge coordination policies to prevent homelessness for those leaving the care of public institutions:

#### 1. Foster Care

Locally, the foster care system collaborates with Eckerd to provide wrap-around services to the population that is leaving foster care. Eckerd assists these participants with seeking mainstream benefits and housing supports to ensure that they do not become homeless as a result of leaving the foster care system.

#### 2. Health Care

Locally, hospitals are beginning to reach out to CoC providers in advance of someone being discharged so that proper assessments can take place before the person is discharged. The CoC can assist the hospital in seeking housing options so that no one is homeless upon discharge. Housing options might include placement in a PSH program if the person is deemed chronically homeless, linkages to programs like SSVF and VASH if they are leaving the VA Hospital, and referrals to programs for those who are mentally ill and/or substance abusers.

#### 3. Mental Health

Volunteers of America has been designated by the CoC as the agency that provides linkages between the mental health system and the homeless system. Volunteers of America has several programs that are not CoC-funded that link persons to resources available to ensure housing stability, and also has three PSH CoC-funded programs that serve only those chronically homeless individuals/families who have a mental illness. With mental illness the leading cause of homelessness locally, having a PSH program where beds are designated specifically for this population ensures that no mentally ill person leaving a mental health facility will be homeless.

#### 4. Corrections

The Louisiana Department of Corrections routinely refers people to the local Re-entry Solutions program. Re-entry Solutions is a local nonprofit that provides services to persons who are recently released from incarceration, in addition to providing services the families of those who are incarcerated. Re-entry Solutions

works with project participants to obtain jobs, and even provides temporary housing for some of the participants through the Safe Landing program.

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

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### **Introduction**

In 1991, HUD published a study that found regulatory barriers—public processes and requirements that significantly impede the development of affordable housing without commensurate health or safety benefits—directly raise development costs in some communities by as much as 35 percent. A number of causes, including infrastructure costs, local building practices, bureaucratic inertia, and property taxes contributed to this network of barriers. The report concluded that opposition to affordable housing, often called “Not In My Back Yard” or NIMBY, was the underlying motive that lay behind many of these regulatory barriers to intentionally limit growth in general and affordable housing in particular.

The City feels that it has few, if any, local regulatory barriers that impede the development of affordable housing. With that said, there are two significant barriers, one at the state level and the other at the federal level, that have an adverse effect on the City's ability to carry out its Strategic Plan. First, there are large number of blighted properties within the CDBG target areas that have clouded title as a result of inheritance. Current state law makes it difficult for the City to clear title on these properties in order to redevelop them. Secondly, the flood insurance requirements tied to the CDBG and HOME program require assisted homeowners who reside in flood prone areas to carry flood insurance as a condition for receiving assistance. A good portion of the homes in the CDBG target areas would need to buy flood insurance in order to receive significant housing assistance. The City believes that this requirement significantly affects its ability to revitalize its target areas.

***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***

In the current program year, the City procured an organization with local funds to address the problem of inheritance properties. This should help prevent additional properties from becoming blighted and abandoned when the current residents transfer the property.

In regard to the flood insurance requirements, the City will explore different possibilities in terms of program design of its housing programs to reduce the effects of the federal requirement. Potential solutions include using the federal dollars to leverage additional assistance from local lenders, subsidizing the insurance premium with CDBG funds, and making bigger per-unit investments to address flood concerns.

## **AP-85 Other Actions – 91.220(k)**

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### **Introduction**

In addition to outlining projects that the City will actively pursue with available federal resources, the City must also describe “other actions” outlined below, as required by the federal regulations.

### **Actions planned to address obstacles to meeting underserved needs**

In recent years, the City has experienced several obstacles to meeting the underserved needs in its community. One of the main obstacles encountered by the City in its efforts to revitalize its target neighborhoods is clouded title on vacant and abandoned properties. State law makes it difficult for the City to clear title on these properties, which is a vital first step in redeveloping the blighted properties into useful and valuable elements of the neighborhood. In the current program year, the City will fund a legal services program with the sole purpose of assisting low-income owners within the area to establish clear title and inheritance.

In regard to its housing repair programs, the City has encountered is the lack of available contractors willing to bid on jobs offered. The City limits the amount of assistance to each property to \$5,000. The City will consider new ways to attract the contractors to work with the program, such as bidding multiple properties at once.

Another obstacle related to the housing repair program is the requirement to maintain flood insurance on homes rehabilitated within flood zones. A good portion of the City's CDBG target neighborhoods are within the flood zone and would require flood insurance. The City is examining its program design to address this, including the payment of part or all of the flood insurance premium on behalf of the assisted owner.

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

The HUD Section 8 Program provides a variety of financial assistance to developers and owners of rental properties in order to provide affordable housing opportunities. In exchange for mortgage assistance, the rental properties pledge to make a certain number of units affordable for contract period. Once the contract period is over, the project owner has no obligation to maintain the units as affordable and can rent the units at the market rate which would result in a loss of housing affordability within the City. Of the four HUD-assisted properties located within the City, only one property has a contract expiration date during the term of this Consolidated Plan. The property is owned and administered by the Volunteers of America. Therefore, the City fully expects the property to remain affordable. The affordability periods for the other three properties, England Apartments, Our Lady’s Manor, and Bethel, are not set to expire for another fifteen years.

### **Actions planned to reduce lead-based paint hazards**

The federal government banned lead-based paint from housing in 1978. Many homes built before 1978 have lead-based paint. Lead is especially dangerous for pregnant women and households with children under the age of six. Lead poisoning is one of the most widespread environmental hazards facing children today and is considered to be a serious environmental threat to children’s health. High blood lead levels are due mostly to deteriorated lead-based paint in older homes and contaminated dust and soil. Soil that is contaminated with

lead is an important source of lead exposure because children play outside and very small children frequently put their hands in their mouths.

The City will ensure all of its federally-funded housing programs are in full compliance with the lead-based paint hazard regulations (24 CFR Part 35). This includes assisting households with the appropriate lead-based paint inspection, testing, and abatement of lead-based paint hazards. The City will provide education through the distribution of lead-based paint information and literature and will seek greater coordination with state agencies to leverage additional resources.

In April 2010, EPA extended current requirements regarding lead-safe work practices to cover most pre-1978 housing and require renovation firms to perform quantitative dust testing to achieve dust-lead levels that comply with EPA's regulatory standards. The City will work with its contractors, subrecipients and community partners to ensure all funded programs are in full compliance with the updated regulation.

### **Actions planned to reduce the number of poverty-level families**

According to the 2011-2013 ACS, the City as a whole has an overall poverty rate of 28%. This translates to 13,152 persons. The poverty rate for African Americans (35%) is more than double than that of Whites (15%). Poverty is concentrated in families with children. Approximately 43% of the City's children live in poverty. Seniors, in contrast, are less likely to be in poverty. Only 14% of seniors, or 875 people, were below the poverty level. Given their higher income potential with two working-age adults, married couple families had a poverty rate (10%) significantly lower than single-parent families (33%). Sixty-one percent of families experiencing poverty were female householders with children and no husband present.

There is a high correlation between low levels of educational attainment and poverty. Almost half (45%) of those who do not finish high school live in poverty. For those who finish high school, the poverty rate drops to 14%. Employment has a comparable correlation. 44% of unemployed persons over age 16 are in poverty, whereas only 11% who are employed are below the poverty line. However, of the approximately 6,000 residents over 25 who are in poverty, one-third have jobs but remain in poverty.

Given the statistics stated above, the City's efforts to reduce the number of poverty-level families should focus on support services to single-parent households and educational support and job training programs to ensure residents receive at least a high school diploma. When feasible, the City will provide job training, employment, and contract opportunities for public housing residents and other low- and moderate-income residents in connection with construction projects funded under the Consolidated Plan. This provision helps foster local economic development, neighborhood economic improvement, and individual self-sufficiency. In this way, the City will comply with Section 3 of the Housing and Urban Development Act of 1968.

The City will also coordinate with the Louisiana Department of Children and Family Services, which administers the major federal programs aimed at assisting persons escape from poverty, including the Supplemental Nutrition Assistance Program (i.e. food stamps), Child Care Assistance Program (CCAP), and Family Independence Temporary Assistance Program (FITAP).

## **Actions planned to develop institutional structure.**

The City of Alexandria Community Development Department acts as the lead agency for the development and administration of the Consolidated Plan and its funded projects. The Community Development Department relies on a number of partners, including non-profit organizations, contractors, and other public agencies to undertake the projects funded through the Consolidated Plan. The City is fortunate to have a number of qualified staff at the subrecipient level and quality non-profit organizations to assist in the implementation of its Consolidated Plan. The City has identified one serious gap in the institutional delivery system and a number of areas where the City will work to improve the delivery of the funded programs.

The largest gap within the institutional delivery system is the lack of an emergency shelter for women. While no agency has stepped forward with a proposal to establish an emergency shelter for women, the City discussed with the Continuum of Care and some of its members the possibility of working with the local network of churches to provide emergency shelter services on a “round-robin” basis using facilities in place for disaster responsiveness. The City will explore this possibility further in the course of the program year.

Currently, the City only has one active Community Housing Development Organization (CHDO). There is a need to develop and build the capacity of local organizations that could potentially qualify as a CHDO to carry out affordable housing development projects. As part of this planning process, the City consulted with the public housing authority regarding the possibility of forming a subsidiary organization that could act as a CHDO. Going forward, the City will actively seek out qualified agencies who could act as a CHDO.

In the previous program year, the City had difficulty finding contractors willing to bid on minor repair jobs. The City will reexamine its bidding process to make its housing programs more attractive to local contractors. The City will also explore the possibility of working with a non-profit organization or program such as Youthbuild to assist with its housing programs.

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

As a result of the planning process that led to the development of this Consolidated Plan, the City has reaffirmed its working relationships with some of the major service providers and planning efforts in the areas of affordable housing, community development, and homelessness. Over the course of the program year, the City will seek to build on existing relationships and establish new connections with community partners.

- The City will continue to play an active role in the local Continuum of Care; and
- The City will coordinate with the public housing authority by sharing information about their respective programs and identifying potential areas for partnership;

### ***Monitoring***

The City of Alexandria has implemented plans to effect comprehensive monitoring of programs and activities described in the Consolidated Plan. Monitoring plans have also been developed for organizations and activities

funded by the City to further activities outlined in the Consolidated Plan. The monitoring plan is directed to ensure:

- Program performance
- Financial performance
- Regulatory compliance

The Community Development Department of the City of Alexandria is the primary entity for carrying out programs in the Action Plan. The Division has procedures in place to monitor and evaluate work-in-progress, expenditures, and beneficiaries of programs described in the Action Plan. The overall goal of the City of Alexandria monitoring process is to identify deficiencies and promote corrections to improve and reinforce performance.

The procedures planned for use in monitoring applicable programs and projects undertaken by other organizations are comprehensive by design and will be carried out on differing schedules and in differing formats dependent upon the scope and nature of the individual projects. Organizations or entities requiring monitoring by the City will be notified of the planned monitoring procedures, which include:

- The provision of technical assistance in the areas of project implementation and required record keeping
- Extensive on-site reviews of each project and associated records
- Formal grant agreements that are approved by the city council and executed with each nonprofit agency or subcontractor
- Yearly monitoring to determine compliance with the requirements of the grant agreement
- All capital improvement contracts will be monitored for compliance with Davis-Bacon wages, Section 3 and other federal requirements during the construction of the project.

All rehabilitation and new construction projects are inspected during construction and at completion to ensure compliance with applicable housing code requirements. Any discrepancies are corrected prior to approval. Rental property rehabilitation projects are inspected annually during the affordability period to ensure compliance.

The City of Alexandria Community Development staff will perform required monitoring functions to ensure long-term compliance with applicable regulations as well as executed contracts, agreements, and regulatory requirements of the various programs administered by the City. The monitoring process has been designed to function on an extended basis to guarantee compliance with comprehensive planning requirements, affordability, leasing and other long-term requirements. The City of Alexandria plans to fully protect the investment of public funds in those projects and activities implemented by the City and those undertaken by other individuals and organizations. Specific areas of compliance monitoring will include:

- Timely performance of required activities
- Construction standards

- Compliance with applicable regulations, including affordability requirements, eligibility of program beneficiaries, labor requirements, environmental regulations, affirmative action, equal opportunity, fair housing, ADA, Section 3, and minority outreach requirements.
- Maintenance of acceptable financial management standards
- Reasonableness and appropriateness of costs
- Integrity and composition of organization
- Timeliness of expenditures
- Compliance with goals and objectives

In the event of nonperformance or breach of agreements, the City will fully enforce remedies on default or other means of satisfactorily achieving the goals and intended purposes of Consolidated Plan programs. Monitoring standards and procedures will be evaluated and modified, as needed, to ensure all program requirements are adhered to and addressed satisfactorily.

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

### Community Development Block Grant Program (CDBG) 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

ALL OF THE FOLLOWING ARE ESTIMATES

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

## **HOME Investment Partnership Program (HOME) 24 CFR 91.220(I)(2)**

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

The City does not foresee using a form of investment of HOME funds beyond those identified in Section 92.205. The City plans to loan or grant all HOME funds to local developers to finance the development of affordable housing units.

### ***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 City of Alexandria will provide a subsidy in the form of a forgivable mortgage loan to assist first-time homebuyers in acquiring a home. The recipient of HOME funds must be a low-income household and occupy the property as his or her principal residence. The property is subject to recapture provisions for a term of five years for an investment of less than \$15,000; a term of 10 years for an investment of \$15,000 to \$40,000; and a term of 15 years for an investment of greater than \$40,000.

Non-profit agencies and/or for-profit developers will provide interim financing for the acquisition, renovation and/or new construction of homes within the targeted areas of the city. The City of Alexandria will provide a mortgage principle buy-down of up to \$25,000 on behalf of the homebuyer when property is sold to an eligible buyer. Certified Community Housing Development Organizations (CHDO) will follow the same protocol but, will provide \$5,000 from their individual HOME set-aside in conjunction with interim financing to develop affordable housing units in targeted areas of the city. In addition, upon sale of the property, the CHDO will utilize funds from its HOME set-aside to provide a direct subsidy through a mortgage principal buy-down of up to \$25,000 on behalf of the homeowner. Upon sale of the property by the homeowner during the affordability period, any proceeds from the repayment of the HOME investment and any excess proceeds will be used to assist another eligible homebuyer to obtain a home. The CHDO will use the same recapture provisions as outlined in this section for the City of Alexandria HOME Program.

The following provision and definitions will apply when a property is sold during the affordability period:

When the net proceeds are sufficient to repay both the HOME investment and a fair return to the seller, the full HOME investment will be recaptured and the seller provided a fair return on his or her investment. Only the direct subsidy to the homebuyer is subject to recapture.

Net proceeds are defined as the sales price minus loan repayments and/or closing costs. The fair return to the seller is the seller's prorated share of the homeowner's equity in the property (the initial investment, the value of major improvements, and payment toward principle) based on the amount of time the seller occupied the property, after the HOME investment is satisfied. The amount to be recaptured is limited to the net proceeds available from the sale.

When the net proceeds are not sufficient to repay the HOME investment and a fair return to the seller, the City will recapture the full HOME investment and any remaining funds will be used to repay a part of the seller's investment in the property.

When the net proceeds are in excess of what is sufficient to repay both the full HOME investment and the fair return to the seller, the HOME investment will be recaptured and the seller's investment will be paid. The excess will be shared with the seller on a prorated basis, based upon the amount of time the seller occupied the property.

***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:***

In the given program year, the City does not plan to use HOME funds to refinance existing debt secured by multi-family housing.

***For the HOME program, describe eligible applicants, your process for soliciting and funding applications/proposals, and where information can be obtained. Does the city plan to limit the beneficiaries or give preferences to a particular segment of the low-income population in its HOME program, and if so, provide a description of the limitation or preference.***

In the coming months, the City will outreach to local developers to solicit proposals for affordable housing developments, including new construction and acquisition/rehabilitation projects. The City does not expect to administer any programs where funds would be available directly to low-income applicants. The City has no plans to limit the beneficiaries of give preferences to a particular segment of the low-income population.