



Third Program Year CAPER

The CPMP Third Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 3 CAPER Executive Summary response:

The City of St. Petersburg Consolidated Annual Performance and Evaluation Report (CAPER), prepared by the City of St. Petersburg Housing and Community Development Department describes FY 2007/08 accomplishments resulting from the use of Community Development Block Grant (CDBG), Home Investment Partnership (HOME), American Dream Downpayment Initiative (ADDI) and Emergency Shelter Grant (ESG) funds. These four funding sources are components of a single strategy for meeting locally defined housing and community development needs. The report also contains accomplishments of projects funded with State Housing Initiatives Partnership (SHIP) funding, Residential Construction Mitigation Program (RCMP) funding from the State of Florida Division of Emergency Management, local Housing Capital Improvement Program (HCIP) funding provided by the City, and Community Housing Trust Funds (CHTF) provided by Pinellas County. This report also details projects and programs completed during the period and measures the accomplishments against the goals established in the City's 2005-2010 five-year Consolidated Plan. While the CAPER uses the required U.S. Department of Housing and Urban Development (HUD) Integrated Disbursement Information System (IDIS) as a means of tracking expenditures and reporting performance, citizens are encouraged to review the narratives and tables that are made a part of the document to help assess actual performance.

At the conclusion of the report there is a detailed summary of the status of all activities funded and implemented during the reporting period. This information is provided using the U.S. Department of Housing and Urban Development's (HUD) Integrated Disbursement and Information System (IDIS) Reports and the Consolidated Plan Management Process (CPMP) Tool.

Funding Allocations

For CDBG, HOME, ADDI and ESG, the City is an entitlement jurisdiction and is eligible to receive annual formula funding allocations from HUD. During this reporting period, the City also received SHIP and RCMP grant funds from the State of

Florida. In addition, the City allocated local HCIP and General Fund (GF) funding for the fiscal year. Many of these funding sources generate program income which can be seen in the chart below:

Funding Received During FY 2007/08

Sources	Entitlements	Program Income Earned	Total
Community Development Block Grant	\$2,292,435	289,230	\$2,581,665
HOME Investment Partnership	\$1,288,286	258,979	\$1,547,265
American Dream Downpayment Initiative	\$26,020	\$0	\$26,020
Emergency Shelter Grant	\$99,337	\$0	\$99,337
State Housing Initiatives Partnership Program	\$2,307,239	\$756,033	\$3,063,272
My Safe Florida Home Program	\$500,000	\$0	\$500,000
Community Housing Trust Funds	\$1,077,532	\$0	\$1,077,532
City Housing Capital Improvement Program	\$550,000	\$0	\$550,000
City General Fund	\$250,194	\$0	\$250,194
Total	\$8,391,043	\$1,304,242	\$9,695,285

Affordable Housing: The City currently utilizes HOME, SHIP, HCIP, RCMP and CHTF, to address the City’s affordable housing needs. Factors such as the continued increase in population added to a declining affordable housing stock, and a large segment of the population who earn incomes that are well below the area’s median, income present a serious priority for the City as well as its neighbors in the region. Because of this, there are a large number of residents who are cost burdened by their housing circumstance. The City has identified five barriers to affordable owner and renter housing, which are:

- Incidence of lead-based paint in the housing stock increases cost of required rehabilitation;
- Renovation caps on properties located within the flood plain precludes full rehabilitation of property;
- Constraints of the private sector in the production of quality affordable single-family homes affordable to very-low income households (i.e. property and development costs);
- The almost complete built-out condition of the City eliminates large tracts of land as potential sites for affordable housing, while the few remaining parcels continue to increase in value; and
- Projected interest rate increases decrease home affordability.

Fair Housing

Promoting fair housing and ensuring that residents do not have to face unfair housing practices is an important part of the City's position on this issue. The City's fair housing laws are substantially equivalent to that of HUD, and the City's Community Affairs Department (CAD) is responsible for conducting intake and resolution of housing cases brought about due to fair housing claims. However, during the course of the fiscal year, the City had to reduce its spending thereby making it necessary to reduce the size of CAD which resulted in the City contracting out some of the services formerly provided by CAD to the Pinellas County Office of Human Rights. The Pinellas County Office of Human Rights provided outreach to residents and participated in and sponsored workshops and seminars throughout the region on fair housing issues. A small amount of funding is provided from CDBG to assist CAD with its intake and resolution of housing cases, and to Pinellas County Office of Human Rights to provide outreach to the community. The City also works with Florida Legal Services and Boley Centers, Inc. (Boley), to address fair housing complaints. Boley is a HUD designated Fair Housing Assistance Provider.

The City implemented programs and strategies that assisted low- to moderate-income persons and households to obtain rental and homeownership opportunities, and helped households to remain in their homes by providing owner-occupied rehabilitation assistance. Homeownership counseling seminars were also provided to those who were interested in acquiring a home and to those who needed to receive assistance to keep their homes from going through foreclosure proceedings.

The City provided \$330 to assist with the implementation of the Pinellas County Housing Expo that was conducted by local non-profits that informed clients about how to obtain home mortgage assistance, and provided information about the Fair Housing Act.

Homeless Needs

To effectively assess and address the needs of the homeless requires a city-wide private/public partnership of all organizations committed to addressing homeless issues and helping those in need. The homeless needs identified in the FY 2005-2010 Consolidated Plan listed "Permanent supportive housing and services for homeless and special needs populations" as a priority need. During FY 2007/08, the City provided the following:

- Operating support for a food kitchen that served over 1,000 meals to homeless persons.
- Funding to continue a voice mail system to homeless and lower income persons.
- Operating support to a homeless facility that provide services to 102 low- to moderate-income persons.
- Operating support to assist a safe haven with 20 tenants.
- Reimburse referral service per call for assistance provided to the homeless.
- Provided Tenant Based Rental Assistance (TBRA) to 50 persons, 25 of whom were homeless and 25 whom have AIDS.
- Provided funding to support the operations of a battered and abuse spouse shelter which assisted 249 families.
- Operating support for a young women's shelter that served 142 persons

- Provided operating support for a drug recovery facility that assisted 84 persons.

The City participated in the annual homeless survey that was conducted by the Pinellas County Continuum of Care. The City uses the survey to provide its homeless count annually. In addition to direct support of homeless agencies and persons, the City supports applications submitted by subrecipients who apply directly to HUD and other agencies for funding.

Non-housing Community Development

Low-income neighborhoods suffer disproportionately from neglected and abandoned properties, a lack of basic infrastructure such as utilities, water and sewer, roads, sidewalks, and lack of neighborhood facilities that provide services. As such, the standard living in these neighborhoods is disproportionately lower than the rest of the City. The area of the City where the majority of investment is concentrated is called the Midtown. The Midtown Strategic Plan, a document prepared in 2002, guides the redevelopment of the area. Midtown falls within a State of Florida designated Enterprise Zone, a Federal Brownfields Redevelopment Area, and a Neighborhood Revitalization Strategy Area (NRSA), by HUD. By concentrating resources in this area, the City has realized job creation and retention, the development of structures that once lie idle and vacant have been placed back into productive use. The redevelopment of the infrastructure and public facilities has resulted in businesses and services returning to the area.

During FY 2007/08, the City provided funding to the following:

- Completed environmental remediation of a former petroleum storage site. The project did not start on time and was carried over into FY 2007/08.
- Provided \$1.1 million in CDBG funding in FY 2005/06 for the redevelopment of the former Jordan Elementary School. Amended the Annual Action Plan in November 2007 to move \$743,000 from the Jordan School Project to create a new 1st and 2nd Street South two-way conversion project, left \$357,000 of CDBG funding in the Jordan School Project to complete architectural and engineering, and specification preparation for a bid request, and allocated \$744,889 in FY 2008/09 for the construction of the project. Construction is underway with completion expected in October 2009.
- Amended the FY 2006/07 and FY 2007/08 Annual Action Plan to allocate \$1,155,944 to a new 1st and 2nd Street South two-way conversion project (mast arms). The project will be completed in early 2009.
- The City's FY 2006/07 Annual Action Plan was amended to create a strategy to use \$2,240,615 in proceeds realized from the sale of the Dome Industrial Park Pilot Project property to acquire additional property in the Dome Industrial Park for economic development purposes. The acquisitions were completed in April 2008.
- Provided \$322,907 in CDBG funding for the construction of sidewalks in low-to moderate-income areas. Completed the project in early 2008.
- Payment of CDBG funds for principal and interest on the Bond issue that repaid the City's outstanding Section 108 Loan. The City repaid the loan with Bond Financing and has been given approval from HUD to repay the Bond with future years CDBG allocations. Allocated \$324,562.27 in principal and interest payment.

- Allocated \$940,000 in FY 2007/08 for the 22nd Street South Streetscape project. The project was completed in July 2008.
- Roser Park Drive Rusticated Block Wall Replacement was allocated \$525,944 to replace rusticated block retaining walls, sidewalks, and restoration of brick roadway between Dr. Martin Luther King Jr. and Sixth Street South. An Amendment to the Annual Plan was held on December 12, 2006 to allocate an additional \$305,000 to complete the project. Completed the project in early 2008 with the expenditure of the remaining \$75,790.82.

In addition to the activities listed above, the City completed projects that have been funded in prior years that resulted in an overall better quality of life for the impacted communities. The restoration of the former Manhattan Casino is complete. The City is working with securing a vendor to operate a commercial activity (preferably a restaurant) on the first floor of the facility, with community activities available on the second floor.

The FY 2007/08 Consolidated Annual Performance and Evaluation Report is comprised of this narrative report and the statistical reports listed below.

Narrative Report

The CAPER's narrative report consists of three basic components: 1) a summary of resources and programmatic accomplishments, 2) the status of actions taken during the year to implement the City's overall 5-Year Consolidated Plan, and 3) a self-evaluation to determine the progress made during the past year in addressing the identified priority needs, goals and objectives of the Annual Action Plan. Included in the narrative are:

- A summary of financial resources used to address housing, public services, community and economic development priority needs identified in the Consolidated Plan and Annual Action Plan.
- Summaries of the housing and community development accomplishments for FY 2007/08 using CDBG, HOME and ESG funds for activities such as housing, emergency shelter, public services and public facilities and improvements.
- Summaries of the relationship between the community development goals and specific objectives identified in the City's Consolidated Plan, the projects funded with HOME, ESG and CDBG funds, and the outcomes achieved by those activities.
- Summaries of demographic information pertaining to persons and households assisted with CDBG, HOME and ESG funding.

Statistical Reports Attached

- Consolidated Plan Reports
 - Summary of Consolidated Plan Projects (C04PR06)
- Community Development Block Grant (CDBG) Reports
 - Activity Summary (GPR)(C04PR03)
 - Financial Summary Report (C04PR26)
 - Reconciliation of Funds
- Emergency Shelter Grant (ESG) Report
 - Activity Summary Report (C04PR19)
- HOME Investment Partnership (HOME) Reports

Status of Activities (CO4PR22)
Status of CHDO Funds (CO4PR25)
Status of Grants (CO4PR27)
Match Report (HUD-40107-A)
MBE/WBE Report for HOME Projects (HUD-40107)

Statistical Reports Available through HUD's Integrated Disbursement and Information System (IDIS).

- Consolidated Plan Reports
 - Program Year 2006 Summary of Accomplishments Report (CO4PR23)
- Community Development Block Grant (CDBG) Reports
 - Timeliness Report (CO4PR56)
 - Housing Activities (CO4PR20)
- HOME Investment Partnership (HOME) Reports
 - Cost Per Assisted Unit/Family (CO4PR16)
 - HOME Match Liabilities (CO4PR33)
 - Lower-income Benefit (CO4PR16)
- General Reports
 - HUD Grants and Program Income (CO4PRO1)

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.

All funds received for the CDBG, HOME, ADDI and ESG Programs were programmed to be used to address the goals and objectives identified in the City's 2005 – 2010 Consolidated Plan, and one year 2007/08 Annual Action Plan. In addition, the City received SHIP funding from the Florida Housing Finance Corporation in the amount of \$2,286,432 for the production and preservation of affordable housing. In addition, the City provided \$550,000 in local HCIP funding to address the needs of households whose incomes are between 121% to 150% of area median income, to construct and purchase new homes throughout the City. Finally, \$1,077,532 was provided by Pinellas County from general funds to the City through its Housing Finance Authority, to assist with the production and preservation of affordable housing.

The majority of funding allocated to FY 2007/08 projects were used to develop, new housing units, preserve the existing affordable housing stock, and to provide assistance to subrecipients who provide supportive services to very low- and low-income person. Funds were also used to address the needs of transitional/supportive housing, homeless programs, infrastructure improvements, and community and economic development and public services.

- b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.

The following reflects completed activities awarded funding during FY 2007/08, as well as projects awarded funding in prior years but not completed until FY 2007/08. The City uses a combination of its HOME, SHIP, ADDI, HCIP, and CHTF programs to provide affordable housing. CDBG funding is used sparingly, but primarily for capital improvement projects, infrastructure and public service projects. Funding was provided to meet the following goals and objectives:

Housing Priority Need: Provide and sustain affordable housing opportunities for persons and households at or below 150% of Median Family Income.

- Renovate existing homes occupied by extremely low to moderate-income owners, including general interior/exterior property improvements to sustain homeownership.
- Assist rental households to become homeowners, including those who are occupants of public housing or manufactured housing.
- Provide affordable rental housing (both renovation and new construction), concentrating on households at 0-60% of median family income.

This priority need and goals meets HUD's objective for Decent Housing (DH).

Housing Accomplishments During FY 2007/08

Priority Need Accomplishments/Strategies	Five Year Goals	Projected (# Loans) Year 3	Actual (# Loans) Year 3	Properties Assisted in Midtown	Funds Committed
Purchase Assistance Programs	410				
Home Buyer Purchase Assistance		60	55	12	\$924,641
Home Buyer Teacher Program		15	25		\$500,000
Home Buyer Police In Neighborhoods Program		15	9		\$126,000
Total	410	90	89	12	\$1,550,641
Rehabilitation Assistance Programs	175				
Rehabilitation Program Police In Neighborhoods		2	2		\$28,000
Substantial Rehabilitation Program		12	15	5	\$771,382
Substantial Rehabilitation Homes for Independence		3	1		\$59,813
Lead Abatement Program		5	9		\$116,154
My Safe Florida Home Program		95	2	1	\$10,000
Housing Replacement		2	2	2	\$200,000
Warranty		5	2		\$3,520
Hurricane Hardening		31	4		\$69,990
Foreclosure Prevention		0	0	0	\$0
Barrier Free Rental		5	2		\$5,131
Barrier Free Owner		5	6	2	\$54,003
Emergency Repair		15	8	3	\$60,027
Total		180	53	13	\$1,378,020
Investor/Developer Assistance	40	2	3	3	\$191,921
Aggregate Total		272	145	28	\$3,120,582

The City and its non-profit and for-profit providers continue to work together to address affordable housing issues. This is evidenced by the entities participation on the City Council's subcommittee of the Housing Services Committee whose responsibility is to investigate and recommend strategies to address the City's affordable housing needs. In FY 2007/08, the City allocated \$20,000 to the

Community Affairs Department to provide intake and resolution of fair housing cases. The City had to reduce its Community Affairs Staff which led to Pinellas County Office of Human Rights (PCOHR) agreeing by Inter-local Agreement to continue the intake and resolution of cases. Because the reductions happened midway through the fiscal year, the City's Community Affairs Department had already begun to expend funding (\$5,000) to conduct intake and resolution of cases. Therefore, the City executed a \$15,000 contracted with PCOHR to provide the remainder of the services.

The matrix above shows accomplishments for owner housing production in FY 2007/08. The City assisted 127 less homebuyers than anticipated. This was primarily due to the volatility in the housing market and the late implementation of the State of Florida My Safe Florida Home Program and the lack of hurricanes which decreased the interest for the City's Hurricane Hardening Program. However, ten more Teachers purchased homes that was originally anticipated, three more units of rehabilitation assistance were provided than anticipated and three units of developer housing was produced instead of the projected two.

The City not only provides funding to assist households to acquire single family homes, but it also assists non-profit and for-profit developers to acquire and rehabilitate or construct new multi-family affordable housing units for low and moderate-income households. During the course of the fiscal year, the City provided funding to developers of affordable housing to produce the following units:

Name of Development	Address	Number of Units	0-30% AMI UNITS	* 0-50% AMI Units	50-60% AMI Units	60-80% AMI Units	80-120% AMI Units	Funding Req. From City	Other Funding Assistance	Current Status	Type of Units
Jamestown Development	1000 Burlington Ave North	21	7	4	7	2	1	\$4,820,151	City only	Completed April 2008	New
Greenview Manor	1212 Burlington Ave. North	52			52			\$650,000	\$2,828,492	Closed December 20, 2007	Existing
Lakewood Ave. Apartments	966 22nd Ave. South	20		4			16	\$388,575	\$1,253,685	Underway	New
Clam Bayou Phase I & II	3880 34th Ave. South	18		14	4			\$513,500	\$1,683,049	Completed March 2008	New
Twin Brooks Phase I & II	Hartford Street & 24th Ave. South	42		25	15	2		\$1,076,000	\$3,182,048	Underway	New
The Lansing	333 Dr. MLK St. N	0		0	0			\$0	\$0	Canceled	New
The Portland	819 3rd Ave. N	68		7	61			\$1,100,000	\$16,158,068	Approved	New
The Austin	730 4th Ave. N	0		0	0			\$0	\$0	Canceled	New
The Sacramento	1007 Arlington Ave. N	0		0	0			\$0	\$0	Canceled	New
Burlington Senior	8th St. Burlington Ave.	75	15		60			\$500,000	\$16,389,631	Approved	New
Burlington Palms	8th St. Burlington Ave.	0	0		0			\$0	\$0	Canceled	New
Mercy Hospital Housing	21st Street South & 14th Ave. South	30				30		\$-0-		Postponed	New
The Columbian	518 3rd Ave. S	188	19		169			\$2,200,000	\$18,086,016	Approved	Existing
Total		514	41	54	368	34	17	\$11,248,226	\$59,580,989		

In addition to the assistance provided above, the City allocates funding to assist households with the following:

Homebuyer Counseling Education October 1, 2007 – September 30, 2008		
	Total # of Persons Assisted	Amount of Funding Expended
Mortgage Classes	180	\$9,610
Family Budgeting	106	\$7,260
Foreclosure Prevention/Intervention	96	\$38,400
Pre-Purchase Counseling	35	\$14,000
Total		\$69,270

Priority Need: Provide and enhance community and economic development opportunities.

Goals and Objectives to Address Priority Need

- Expand business development and employment opportunities for low- and moderate-income residents of the Midtown and NRSA.
- Improve infrastructure and public facilities in or serving Midtown and NRSA residents.

Proposed Accomplishments by September 30, 2010

- Complete reconstruction of the former Jordan Elementary School.
- Complete improvements to the TACRA area.
- Graduate 120 Youthbuild participants by 2009.
- Completion of Dome Industrial Park Pilot Project (DIPP) II.
- Complete the redevelopment along the 22nd Street South corridor by 2009.

In addition to the housing needs presented above, the City has a variety of non-housing community development needs. The City has analyzed and evaluated its non-housing Community Development Needs in a variety of forums. The administration meets on a regular basis among departments to determine the City's capital and community development needs. The City's Housing and Community Development staff uses a variety of methods to notify the public of opportunities to contribute to, and comment on, the needs of the Consolidated Plan as the need arise.

The focus of the non-housing community development needs discussion that follows will be on areas of need, which have the potential to be addressed by the CDBG program. Many of these needs will be addressed with CDBG funds. Concurrently, general funds, capital funds, as well as state, and federal funds will be utilized to address the City's needs.

The following narrative briefly summarizes the City's non-housing community development needs under the categories of: economic development, public facilities and improvements, and public services. These categories are eligible activities of the CDBG program.

Basis for Allocating Resources Geographically in the Jurisdiction and the Basis for Assigning Priority Given to Each Category of Priority Needs.

The City considers the following options for the geographic allocation of housing and community development resources.

Midtown/Neighborhood Revitalization Strategy Area (NRSA)

The City can provide assistance to areas primarily within the boundaries of the Midtown and NRSA. Currently, these programs include infrastructure improvements, public facilities improvements, and improvements to park lands.

City-Wide Investments

The City may fund projects anywhere in the corporate limits of the City. To meet HUD's eligibility and national objectives criteria, many projects are not limited by geographic areas, and may include, economic development activities, and construction of public facilities which strictly serves low- to moderate-income persons.

Investments Outside the City

The City may undertake investments in public services that are outside the corporate limits of the City, if services are provided to residents of the City.

When considering whether to invest resources in other organizations that apply for funding to pursue community development and housing activities, the City will evaluate applications by considering the following, to assign priority of investments:

- Whether the activity meets one of the priority needs identified in the Plan.
- Past performance of the organization.
- Readiness of the project to proceed.
- Number of persons and households that will benefit.
 - 30% or less of MFI
 - 50% or less of MFI
 - 80% or less of MFI
- Other funding that has been leveraged to implement the project.

Obstacles to meeting Underserved Needs

The City faces numerous obstacles to meeting underserved needs. These include but are not limited to the following:

Increasing Housing Costs (Homeownership and Rental)

With the City occupying the southern portion of the archipelago that is Pinellas County, the majority of the land is built up, thereby; the cost of housing has increased between the third period of 2002 through the third period of 2006, by 69%.

Limited Financial Resources

This is the predominant obstacle to meeting all underserved needs. There is not enough funding to address the entire housing and community development needs of the City.

Success with the Provision of Social Services

The City has been successful in developing social service assistance programs. The success of providing such services can result in persons migrating to the City to consume these services and programs.

Public Facilities and Improvement Needs

The main emphasis of the City's community development efforts is to strengthen its neighborhoods. The City currently has 114 Neighborhood Associations, 12 Business Associations, and five Umbrella Organizations. To improve upon and to continue this success, a variety of programs, activities, projects and outreach efforts have been implemented to remove blight, provide decent and affordable housing, empower residents and improve the quality of life. To remove blight, the City has focused its efforts on the identification of problem properties that are brought to the attention of owners for rehabilitation or demolition.

Through local, State and federal funding programs, the City has been assisting with the assessment and remediation of brownfields particularly in the City's Midtown. There is a need to continue this effort. In support of efforts to strengthen neighborhoods, there is a need to provide neighborhood beautification improvements such as streetscapes, sidewalk improvements, lighting and open space improvements, park and recreational facility improvements, improvements to neighborhood centers, and improvements with storm-water runoff.

Handicapped accessibility improvements and improvements to public service facilities, especially those providing educational services, health services, and child care services are a priority. Improvements in support of economic development efforts and affordable housing development are also needed.

Public Service Needs

The City has a wide range of public services available, and most agencies serve residents throughout the City. The vast majority of these needs are funded through local, state and federal resources which are separate from the CDBG program. The City has identified several areas of need, which meet its overall CDBG objectives. These include childcare and early childhood education, elderly support services; youth programs, job training and skill development; community empowerment and awareness programs; community-based health services; and programs and activities that address the needs of special needs individuals.

Community awareness programs covering issues such as substance abuse, crime prevention, and domestic violence have been successful components of the City's community development efforts. These programs need to be continued in support of neighborhood stabilization and empowerment of residents. Programs that encourage neighborhood residents to become involved in the future of their neighborhood and the City also need to be supported. There is a need to support transportation services to employment and medical services.

Programs that work in collaboration with housing and supportive services activities, particularly those for special needs individuals such as the homeless, persons threatened with homelessness, persons with substance abuse problems, individuals with HIV/AIDS and/or persons with disabilities (physical, mental, sensory, or developmental) need to be supported. By providing services concurrently with housing assistance, success rates of individuals transitioning from supportive housing to transitional permanent housing will be increased.

Economic Development Needs

As part of the strategic planning process, the City identified its Economic Development Needs and has developed several programs and strategies to assist business development and job creation.

The need to address unemployment and underemployment is crucial if the City is to have vibrant and economically thriving neighborhoods. In terms of the City's infrastructure, there is a need to effectively utilize or redevelop sites occupied by older, obsolete industrial or educational structures. Tied to this is the need for the environmental remediation of contaminated sites or Brownfields. Site clearance, assembly and clean-up are integral to ensure developable sites for future economic activity is available. Infrastructure improvements in support of economic development are key to attracting new businesses.

Access to technical expertise for businesses; appropriate job training and job skill development; affordable day care to support parents during job training and employment; and adequate transportation to employment are needed to support the City's economic development efforts.

The City's Midtown was designated a State of Florida Enterprise Zone community and a Brownfields redevelopment area. This allows businesses in the area to take advantage of the Job Tax Credits against Sales and Use Tax or Job Tax Credits against the Corporate Income Tax. Either incentive may be used dependent upon which taxes are contributed to more by the business (sales and use, or corporate tax). This area is also a Federal designated Neighborhood Revitalization Strategy Area (NRSA) and allows for generous incentives with respect to the provision of affordable housing and services.

Community and Economic Development Accomplishments During FY 2007/08

Name of Project Assisted	FY in Which Project was Funded	Funds Budgeted	Actual Funding Expended FY 07/08	Project Status
Rose Park Drive Rusticated Block Wall Replacement	FY 2006	\$830,944	\$75,790.82	Completed
Dome Industrial Park Acquisitions	FY 2006	\$2,240,615	\$2,240,615	Completed
Acquisition of Property for low/mod housing	FY 2006	\$550,000	\$0	Canceled
Catholic Charities Installation of Roof on Building	FY 2007	\$100,000	\$428	Underway
Former Jordan Elementary School	FY 2005	\$457,000	\$379,310.14	Underway
Section 108 Loan Repayment	FY 1999	\$324,562.27	\$324,562.27	Completed
22 nd Street South Streetscape	FY 2007	\$930,000	\$831,930.05	Completed
22 nd Street South Streetscape Design	FY 2006	\$170,000	\$25,048.73	Completed
Atherton Clean-up Site	FY 2005	\$215,000	\$129,428.77	Completed
Everyone's Youth United	FY 2007	\$100,000	\$0	Canceled
Gulfcoast Legal Services funding to hurricane harden its property	FY 2007	\$91,784	\$0	Canceled
1 st and 2 nd Street Two-Way Conversion	FY 2007	\$1,155,944	\$682,387.58	Underway
Low/Mod Sidewalks	FY 2005	\$322,907	\$99,317.11	Completed
Louise Graham Regeneration Center	FY 2005, 2006 & 2007	\$136,400	\$54,087.44	Completed
Brookwood Florida Central to replace all flat roofs	FY 2007	\$79,220	\$79,220	Completed
Personal Enrichment Through Mental Health Services funding to modify property	FY 2007	\$100,000	\$428	Underway
Jamestown Apartments demolition, construction and relocation	FY 2006	\$360,151	\$270,956.64	Completed
Boley Centers for Behavioral Health Care, Inc. Youthbuild Program	FY 2007	\$43,808	\$7,360	Completed
Habitat for Humanity Acquisition of 3 properties for construction	FY 2007	\$60,000	\$60,000	Completed

During FY 2007/08, economic development accomplishments generally occurred in the NRSA. The City allocated \$2,999,618 in CDBG funding to address economic development initiatives, some of which are listed in the table above.

City's Enterprise Zone and NRSA

Initiatives realized in the City's Enterprise Zone (EZ) that impacted economic development is tracked and reported by the Economic Development Department (EDD), are as follows:

- No new sponsors received Community Contribution Tax Credits. Total tax credits received was \$122,408 (sponsors located in Midtown received \$122,408).
- The amount of EZ Incentives certified by the EDD totaled \$139,997 in tax credits and \$2,648,214 in tax refunds that totals \$2,788,211.
- The number of businesses locating within the EZ totaled 454.
- The number of jobs created within the EZ totaled 811.

The amount of tax credits reported are the applications that have been approved by EDD. The Department of Revenue does not provide the City with a response of the amount of applications it approves for refunds or credits, which were received from the City.

Section 108 and Brownfields Economic Development Initiative (BEDI) Funding

The City continues to focus its investment and leveraging efforts on the redevelopment of the Dome Industrial Park and Pilot Project Area. During the reporting period the City continued to repay the principal and interest on bond issue that satisfied the outstanding Section 108 Loan. The Section 108 assistance was a \$4,000,000 loan accompanied by \$1,000,000 in Brownfield Economic Development Assistance for the redevelopment of the Dome Industrial Park, a 122-acre area, which is an economic priority of the City. Within the Park, the City has focused its investment and leveraging efforts on the redevelopment of a 19± acre area, known as the Pilot Project. The activities under the original applications include the acquisition of the 19± acre area, payment of relocation benefits, site preparation/environmental remediation, and special economic development activities.

The City attempted unsuccessfully to market the Pilot Project site to private sector developers in 2003. In 2005 the City issues a second request for proposal and received a proposal from Job Corps/United States of America through the Department of Labor to purchase 16 acres of the site to build a training complex. The complex will consist of dormitories and training facilities for up to 600 students per session. The other acres of the Pilot Project site will be retained by the City; an historic structure (the former Manhattan Casino), has been renovated and available for lease as office or retail space.

The original Section 108 and BEDI applications indicated that assisted activities would benefit low- and moderate-income persons through the creation or retention of jobs, pursuant to 24 CFR 570.208(a)(4). A Consolidated Plan Amendment was approved by City Council on September 1, 2005, a request submitted to HUD to consider an Amendment for a change of use of the Section 108 Loan and requested that activities undertaken in connection with the Job Corps site would benefit a limited clientele, at least 51% of whom are low- and moderate-income persons, pursuant to Section 570.208(a)(2)(i)(B), instead of job creation activities, as originally presented.

The City received confirmation from HUD on January 30, 2006, that the amendment request had been approved. The City followed-up this request with a letter dated March 28, 2006, that requested HUD allow the City to pay-off the outstanding Section 108 Loan balance with bond financing, which the City hoped to achieve in late May 2006, and to allow the City to use future years CDBG funding to repay the

bond that would refinance the Section 108 Loan. HUD provided the City with correspondence dated August 24, 2006 that approved its request.

On May 4, 2006, City Council approved the above request and an amendment to its Annual Action Plan to use \$1,000,000 of current CDBG funding to pay down the outstanding \$4,000,000 loan, reducing the balance to \$3,000,000. During FY 2007/08, the City continued paying off the bond that the City used to satisfy the Section 108 Loan, by disbursing \$324,562.27 to work toward satisfying the outstanding bond.

The City closed with Job Corps/Department of Labor in April 2007, and received \$2,240,615 in proceeds for the sale of the property. An Amendment to the FY 2006/07 Annual Action Plan was approved by City Council in January 2007, to authorize utilizing the proceed from the sale of the property to purchase additional property that will result in job creation activities. The City's Housing and Community Development Department (HCD) worked with the Real Estate and Property Management Department (REPM) to acquire properties in the Dome Industrial Park.

The City closed on the acquisition of all properties purchased with the \$2,240,615 in May 2009.

Priority Need: Permanent supportive housing and services for homeless and special needs populations.

Goals and Objectives to Address Priority Need:

- Increase the supply of affordable housing and housing with supportive services for special needs populations.
- Participate in the development of Pinellas County's ten-year plan to address homelessness by 2012.
- Improve conditions among agencies involved in service delivery to the homeless.
- Support prevention and intervention services to assist individuals and families in addressing housing crises that could result in homelessness.

Proposed Accomplishments by September 30, 2010

- Completion of the Safe Haven.
- Completion of permanent housing units for chronically homeless individuals in 2006.
- Develop at least 50 new supportive transitional and/or permanent housing beds for families and/or persons with special needs.
- Fund 250 Tenant Based Rental Assistance Vouchers for homeless and special needs populations.
- Sign Certification of Consistency for those agencies that are applying directly to HUD for grant funding.

The Continuum of Care Plan and Gaps Analysis for the Pinellas County Homeless Coalition to which the City is a partner is a coordinated approach towards addressing the physical, economic and social needs of the homeless population. Through the provisions of emergency shelter, transitional and permanent housing and supportive services, the City strives to achieve the goals and objectives identified in the plan. In addition, the City worked with the Pinellas County Coalition for the Homeless to

implement the initiative to eliminate chronically homelessness within the next 10-years.

Supportive Services/Housing Accomplishments

In FY 2007/08, the City provided the following funding to address the needs of its population that has supportive housing services, special and homeless needs:

Organization	Project	Original Budget	Revised Budget	Funding Expended	Persons Served
ASAP Homeless Services	Provide operating support for homeless facility	\$78,904	\$0	\$78,316.08	1,114
Boley - Safe Haven	Provide match for operating expense	\$60,000	\$0	\$60,000	20
Community Action Stops Abuse (CASA)	Provide operating support for emergency shelter	\$44,009	\$0	\$44,009	249 families
New Frontiers	Provide operating funds for a drug recovery facility	\$14,404	\$0	\$12,566.34	84
St. Vincent de Paul Food Kitchen	Purchase food for the food kitchen	\$89,404	\$0	\$89,404	3,464
211 Tampa Bay Cares Community Voicemail (CVM) and TBIN	Operating funds to continue a voice mail system for homeless and low-income households and information networking to track the homeless.	\$34,404	\$0	\$29,273.87	314 CVM 5,795 TBIN
211 Tampa Bay Cares Referral	Reimburse referral service per call for assistance provided to homeless	\$19,404	\$0	\$8,552	1,069
Westcare – Inebriate Receiving Center	Provide operating support for the receiving center	\$42,497	\$0	\$42,497	1,876
Westcare – Mustard Seed Inn	Provide operating support for the shelter.	\$40,489	\$0	\$40,489	191
YWCA of Tampa Bay	Provide operating support for the shelter	\$78,715.07	\$0	\$78,715.07	142 Households

The City allocated more than \$300,000 in CDBG and more than \$60,000 in ESG funding to address the above supportive housing needs and services. The City committed an additional estimated \$426,000 in general fund dollars to non-profit agencies through its Social Action Funding program, which allowed those subrecipients to leverage \$2,974,598 from HUD in the form of Continuum of Care Assistance Program Funding Awards (Supportive Housing Program, Shelter Plus care).

Support of Applications

In addition to providing assistance directly to the above listed entities, the City supported applications that provided Certification of Consistency with the Consolidated Plan that were requested by the following agencies to ensure that they would be able to leverage additional funding to provide services to the City's homeless and special needs populations:

Name of Organization	Grant Applications
Catholic Charities, Diocese of St. Petersburg, Inc.	Submitted a HOPWA Grant application for \$197,149 for Pinellas County (Christopher House).
Catholic Charities, Diocese of St. Petersburg, Inc.	Submitted a \$50,000 HUD Housing Counseling Application for funding.
Community Action Stops Abuse (CASA)	Submitted an application and received \$242,031 in funding from HUD's Supportive Housing Program.
ALPHA "A Beginning", Inc.	Submitted an application for HUD's Supportive Housing Program funding and received \$69,888.
Brookwood Florida	Submitted an application for funding from HUD's Supportive Housing Program for \$98,430 in funding assistance.
YWCA of Tampa Bay	Submitted an application to HUD for \$176,237 of Transitional Housing and Supportive Services funding.
Boley Centers , Inc.	Submitted applications to receive \$265,513 in Continuum of Care Supportive Housing, \$151,211 in Continuum of Care Supportive Housing, \$82,554 in Continuum of Care Supportive Housing, and \$82,554 for supportive housing services for persons with special needs One year renewal for Safe Haven \$581,560, Continuum of Care Supportive Housing \$77,362, and Operations funding and Case Manager \$295,188.
Boley Centers, Inc.	Submitted an application to HUD for funding of HOPWA Vouchers (\$673,200).
St. Petersburg Housing Authority (SPHA)	Submitted a Certification of Consistency with the Consolidated Plan to acquire a 34-unit multifamily building located at 3480 33 rd Avenue North.
St. Petersburg Housing Authority (SPHA)	Provided Certification of Consistency for SPHA for HUD to approve its Annual Plan and five-year update.
Boley Centers, Inc.	Submitted an application for a Youthbuild grant.
Boley Centers, Inc.	HUD 811 \$1,515,000

c. **If applicable, explain why progress was not made towards meeting the goals and objectives.**

Some annual goals established with respect to affordable housing in the FY 2007/08 Annual Action Plan were not met for several reasons. Fifty-five households were assisted with purchase assistance, which fell short of the annual goal of 60 units. The Homebuyer Teacher A+ Program increase by ten above the 15 units projected. However, the City was able to assist nine (9) Police Officers with the purchase of a home, six less than the original goal established. In addition the City received a grant from the State of Florida for the My Safe Florida Hurricane Hardening Program but was only able to assist two (2) households at the close of the fiscal year instead of the 95 units budgeted because the program was implemented in late January 2008, and hurricanes were not as prevalent during the season. The same can be said for the City's Hurricane Hardening Program which only saw four (4) households utilize the program that was budgeted for 31 households.

Potential reasons for the slow down in purchase assistance for the general public can be attributable to the flat real estate market and uncertainty of retaining one's jobs. The September 2008 report of the Florida Association of Realtors reflected that single-family existing sales in the Tampa-St. Petersburg-Clearwater area increased by 29% from the same time in September 2007 (2,174 units from 1,691 units) and the average sales price fell from \$200,700 to \$160,500.

The City allocated \$60,000 to Habitat for Humanity to purchase three (3) lots in FY 2007/08 funding on which they would assist families to build their homes through sweat equity. Because of the market downturn, and the inability of Habitat for Humanity to construct a home without incurring a loss on its investment, the City has been asked to temporarily suspend the time-frame in which the homes are to be constructed. Three lots that were purchased with funding from FY 2006/07 dollars that were required to have a constructed home on the site by December 2008 and three lots that were acquired with funding from FY 2007/08 that are requested to be constructed by September 2008 make up the total units that are being provided a two-year suspension before the requirement of completion of construction.

In April 2007, the City closed on the sale of the Dome Industrial Park Pilot Project (DIPP) for \$2,240,615, to the Job Corps/Department of Labor which acquired the property to construct a Job Corps campus that will benefit a limited clientele of up to 600 students annually, at least 51% of whom are low- to moderate-income persons pursuant to 24 CFR §570.208(a)(2)(i)(B). The City received the approval of the HUD letter dated January 30, 2006, to change the use of the property from one that would provide economic development activities to one that will provide services to a limited clientele.

Because the City closed on the property in April, this did not provide enough time for the City to acquire additional properties in the Dome Industrial Park as agreed to in documents submitted to HUD prior to the approval for a change of use of the property. Therefore, after HUD conducted its timeliness test on August 5, 2007, the City was found to have a timeliness ratio of 2.58:1, above the 1.5:1 ratio required by HUD. This resulted in a timeliness problem and the City's need to prepare a workout plan that will inform HUD how the City expects to meet its timeliness compliance on or before July 31, 2008.

The Housing and Community Development Department worked with the Real Estate and Property Management Department to spend \$2,240,615 to acquire properties in the Dome Industrial Park by May 2008, which enabled the City to expend the program income that was realized as a result of the City selling the DIPP site to Job Corps. The City expects to remediate the properties and make them available to businesses to create jobs and to provide economic development opportunities.

The City worked with HUD to establish a workout plan to address its timeliness and is proud to report the receipt of a letter from HUD dated July 10, 2008, that the City met its timeliness requirements for this year and is no longer required to submit quarterly reports. The City is currently working on implementing projects that will allow the City to meet HUD's timeliness requirements.

2. Describe the manner in which the recipient would change its program as a result of its experiences.

In the future, the City will ensure that it continues to remain vigilant in monitoring its projects, programs and strategies on a daily basis to determine if corrective action needs to be taken. It is understood that projects may not continue through the funding process for many reasons, some of which is not directly related to the City. Other prospective subrecipients will decide not to continue, or unfortunate circumstances may befall the organization. In these instances, the City will be ready to take corrective action to reprogram funding to meet its goals and objectives and to provide the necessary services, projects, or activities to its citizens.

The City is flexible and stands ready to provide assistance to organizations and people in need, but pays strict attention to implementing its priority needs, goals and objectives in a timely manner. The City believes that its programs and strategies are comprehensive and provides the level of services that its citizens want.

3. **Affirmatively Furthering Fair Housing:**
a. **Provide a summary of impediments to fair housing choice.**

The goals identified in the Fair Housing Plan of the AI are as follows:

- Reduce incidence of housing discrimination
- Provide more affordable housing
- Educate the community about its rights and responsibilities to fair housing
- Reduce discriminatory abusive practices in lending
- Reduce the amount of segregation within the City

b. Identify actions taken to overcome effects of impediments identified.

To implement the five goals listed above, the City has budgeted to provide the following strategies:

Reduce incidence of housing discrimination:

The City allocated \$20,000 to the City's Community Affairs Department for investigation and resolution of fair housing complaints, and to provide education and outreach about fair housing throughout the City. A Memorandum of Understanding was prepared between departments to clarify terms and conditions of funding. During the course of the fiscal year, the Community Affairs staff had to be substantially reduced its staff as the result of budget cutbacks, which did not allow for them to be able to complete the agreement. The City entered into an Inter-local Agreement with Pinellas County Office of Human Rights (PCOHR) to provide intake and resolution of cases. The City's Community Affairs Department began the process of providing services for the first half of the fiscal year. Pinellas County was brought on board in mid April to continue the process through the end of the fiscal year. There were 21 intakes with 10 cases closed.

All housing assisted with Federal, State and local funding must comply with fair housing requirements (non discrimination on the basis of race, color, religion, sex, handicap, familial status, or national origin). All homeownership education and counseling programs paid for by the City mandates that acceptance into the programs for assistance must be in compliance with the Fair Housing laws.

Additionally, the following actions were taken to overcome the effects of fair housing impediments:

- Continue to provide funding for the provision of fair housing services, including outreach and education activities.
- Include Fair Housing provisions in all contracts with subrecipients.
- Continue desktop and site visit monitoring to ensure that all allocated funding is used in a manner that affirmatively furthers fair housing, where applicable.

Provide more affordable housing:

The City budgeted more than \$7 million in funding to assist low- to moderate-income households to secure affordable housing opportunities during FY 2007/08. For a complete count of assistance provided to households please review page 8 of this document **and the attached Table 3B**. In addition to these strategies, households were provided homebuyer educational assistance paid for by the City. This includes: pre-purchase counseling, foreclosure prevention and intervention and post purchase counseling. The amount of assistance can be found in the matrix listed on **page 8 and 11**. The following actions were taken to overcome effects of impediments identified:

- Notices of funding availability are adequately disseminated to potential developers and service providers, and the application procedure is practicable and not overly restrictive.
- A local Visitability Ordinance requires that all housing that receives funding flowing through and from the City are required to comply with the City's Visitability Ordinance.
- All segments of population within the City (young families, seniors, large families, the disabled, among others), are considered in the allocation of funding for projects.
- Continued maintenance and production of affordable housing.
- Homeownership opportunities, through first-time homebuyer programs remain a priority.
- Provide for the operation and/or funding of housing rehabilitation activities, including Barrier-Free modifications, to preserve the existing housing stock.
- Assist low-income and elderly and disabled households in maintaining their homes in lieu of becoming homeless, or driven into institutional facilities.
- Continued to provide Barrier-Free modifications to rental properties.
- Continued to provide the maximum funding feasible to affordable housing projects that leverage additional funding.

Educate the Community in regards to its rights and responsibilities to Fair Housing

The City will work with Pinellas County's Office of Human Rights and local Fair Housing Agencies to carry out its fair housing laws. As part of this initiative, the Tampa Bay Fair Housing Consortium held a seminar on Saturday April 19, 2008, at the Pinellas Realtor Organization headquarters, 4590 Ulmerton Road, Clearwater, Florida, from 8:45 a.m. to 1:30 p.m. Pinellas County Office of Human Rights, the City of St. Petersburg, City of Tampa, City of Largo, City of Clearwater, Gulf Coast Legal Services, Inc., Hillsborough County Office of Equal Opportunity, Boley Centers, and the Pinellas Realtor Organization participated in the conduct of the event. Ms.

Karen Jackson Sims, HUD's Tampa, Field Office Director was Master of Ceremonies. Other speakers included State Senator Mike Fasano. Topics covered included Fair Housing "It's Not an Option, It's the Law", Foreclosure: Don't Be Taken by a Predator, and Local, State and Federal Disability Laws, were discussed by staff of the State of Florida Attorney General's Office. In addition to the above, the following actions were taken to overcome effects of impediments identified:

- Continue to collaborate with other public agencies and the private sector to increase their participation in Fair Housing activities.
- Continue to assist with funding Fair Housing seminars that educate the public about the requirements of the Fair Housing Act.

Reduce discriminatory abusive practice in lending

The City's Working to Improve Our Neighborhoods (WIN) Program provides a workshop on the first Thursday of each month to Lenders/Financial Institutions that provide mortgages for clients who are assisted through the City's housing programs. This program has been a success and we will continue to work with the Lending community to ensure that they obey the Fair Housing Laws as loans are made to prospective home buyers throughout the City. In addition, the City will continue to work with its partners in the for profit, non-profit, and legal community to continue to hold Fair Housing Seminars, so that landlords, apartment owners, and those who manage apartments and real estate entities will be aware of the requirements of the Fair Housing Act and its requirements. The City allocated \$60,000 in State Housing Initiatives Partnership ("SHIP") funding to Gulf Coast Legal Services to provide Predatory Lending Assistance to low- and moderate-income persons.

Reduce the amount of segregation within the City

The City comprises some of the most diverse neighborhoods in the State of Florida. However, as in other areas of the state, a few neighborhoods may be comprised of households of persons from the upper income strata. This does not mean that there is segregation because of race, but of income.

Staff will continue to spread the message of Fair Housing through our partnership with other local governments and the Legal community to continue to conduct additional Fair Housing Seminars during FY 2007/08.

The City is committed to providing equal access to all citizens seeking housing. The ability to secure housing and its associated services can be impeded by discrimination based on race, color, religion, national origin, sex, familial status, disability, and by economic conditions. No person in the City shall be excluded from participation in, denied benefits of, or be otherwise subjected to discrimination under any program or activity that is funded through Federal allocations.

Areas of Minority Concentrations

There are limited areas within the City with a high concentration of minorities that may be affected by unfair housing practices.

The Federal Fair Housing Act of 1995 (ACT) requires State and local governments that are recipients of CDBG, HOME and ESG, or Consolidated Plan funding, to develop and update an Analysis of Impediments to Fair Housing Choice (AI) that conforms to the requirements mandated by HUD. This plan is an integral part of the City's Consolidated Plan. The City's AI was revised and completed in August 2006. The City partnered with Pinellas County, the City of Largo and the City of Clearwater to have an AI prepared by a consultant.

The City budgeted most of the activities implemented in the FY 2007/08 Annual Action Plan in the low- to moderate-income areas of the City, which is also the Areas of Minority Concentration ("AOMC"). The City expended more than \$6 million in Federal, State, and local housing funding to implement housing strategies, many of which are located in the low/mod areas of the City and will impact AOMC clientele in a positive way. The City expended more than \$5 million in CDBG and ESG funding in the low and moderate-income areas during the fiscal year. Funding was expended on the following:

- Provide funding to begin the construction phase of the Historic Jordan School redevelopment.
- Provide operating support for homeless shelters.
- Provide funding for renovations to a facility of an employer who employs persons with special needs.
- Provide operating support for a facility that provides substance abuse intervention for low- and moderate-income persons.
- Provide operating support for a shelter and repair/replace A/C units for facility that serves homeless persons.
- Reservation of funding for homebuyer educational Services.
- Provision of down payment assistance and closing costs to eligible households to purchase housing.
- Provision of rehabilitation assistance to eligible housing to rehabilitate their existing homes.
- Implementation of a Streetscape Improvement Project along the 22nd Street South corridor from 5th Street South to 15th Street South.
- Acquisition of properties in the Dome Industrial park that will be remediated and sold to businesses to provide jobs and economic development for low- to moderate-income persons.
- Made principal and interest payment on the bond program that satisfied the Section 108 Loan Program.
- Supported 22nd Street South Main Street and Grand Central Main Street with planning funds to assist with attracting businesses to the Main Street corridors.

Areas of Low- to Moderate-Income Concentrations

For purposes of this report, most of the City's low to moderate-income (LMI) Census Tracts that are more than 51% LMI lie within the Midtown and Childs Park areas. A

few LMI census tracts lie within the northeast sector of the City and are listed as follows:

Census Tract	Block Group
201.01	1, 2, and 3
202.04	1
203.01	1 and 2
204	3
205	1, 2 and 3
206	1, 2, 3 and 4
207	1, 2, 3 and 4
208	3, 4, 5 and 6
209	1 and 2
210	1
212	1, 2, 3 and 4
213	1 and 2
214	1 and 2
215	2 and 3
216	1, 2 and 3
218	1, 2, 4 and 5
219	3, 4 and 5
220	2 and 4
221	2 and 4
222	1, 3 and 4
225.01	1
225.02	1
229.01	1
229.02	3
231	1
233	2
241	1 and 2
242	4
244.03	1
244.04	1

Above information taken from the 2000 Census

The Community Affairs Department provides intake and resolution of cases to insure compliance with the Fair Housing Act. The department had 21 new cases filed and closed 10 in FY 2007/08. The number of personnel in the department was reduced sharply because of the property tax legislation in Florida. However, the staff was picked up by Pinellas County and the City entered into an Inter-local Agreement with the Pinellas County Office of Human Rights to continue to provide intake and resolution of fair housing cases.

The City continues to work with Florida Rural Legal Services and with Boley to address fair housing complaints. Boley is a HUD designated Fair Housing Assistance Provider (FHAP). In order to investigate violations and issues of compliance, the City participates in the conduct and surveys of its SHIP and HOME clients to ensure that they are not discriminated against as they accessed the system.

The Affordable Housing Committee, a subcommittee of City Council was established in January 2005, and has addressed issues of affordable housing and fair housing (Community Land Trusts, Inclusionary Zoning, Linkage Fees, Accessory Units, Housing Trust Funds, among others) at its meetings and will continue to pursue opportunities to address these issues. In addition, the City implemented programs and strategies that assisted low- to moderate-income persons and households obtain rental and homeownership opportunities, and helped households to remain in their

homes, by providing owner-occupied rehabilitation assistance. Homeownership counseling seminars were also provided to those who were interested in acquiring a home and foreclosure prevention/intervention services were provided to households to remain in their homes.

The City was a Silver Sponsor and provided \$330 to assist with the implementation of the Pinellas Housing Expo that was administered by local non-profits that informed clients about how to obtain mortgage assistance, and provided information on fair housing laws.

In addition to the above strategies, the City is committed to ensuring that each individual who, is able to qualify to purchase a home, or needs rehabilitation assistance to his/her homestead, or needs homebuyer education in order to purchase a home, or needs foreclosure prevention training to remain in his/her home, is provided the opportunity to participate in the City's programs and is not denied the opportunity because of impediments to fair housing.

Homeless and Other Special Needs

The following activities were provided during FY 2007/08:

- Provided funding to St. Vincent de Paul Food Kitchen to purchase food to feed homeless persons.
- Provided funding to continue a voice mail system for homeless and low-income persons.
- Reimburse referral service per call for assistance provided to homeless persons.
- Provided \$100,000 in Tenant Based Rental Assistance Vouchers for homeless and persons with AIDS.
- Provided operating support to a homeless facility that served more than 870 persons.
- Provided \$290,934 in local Community Housing Trust Fund allocations to Pinellas Hope as part of a \$1 million request from local governments within Pinellas County to leverage a \$3 million Special Needs grant from the State of Florida to fund construction of a 55-unit 80-bed facility for homeless persons.

4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.

Housing Services Assistance

The City's WIN program manages the cities affordable housing strategies. In addition, funding sources are constantly under review from other funders that may be eligible to assist City households. The City continues to provide purchase assistance targeted to its Police Officers, local teachers, and the general public who need the assistance (see matrix on page , and Housing Goals Tables in Appendix).

The City continued to support its homebuyer assistance program provided through Tampa Bay Community Development Corporation (TBCDC), Community Services Foundation (CSF) and Consumer Credit Counseling Services. The three entities provide homebuyer counseling services, foreclosure intervention and prevention services, family budgeting and post purchase counseling. These services are provided Citywide to ensure that all households who are ready for housing assistance

can be provided the assistance, and to provide the counseling that is needed for households who need to work out credit issues to be able to receive the assistance and services that they need. The City pays for all services connected with the provision of homebuyer education.

Land Use Incentive Programs:

In addition to funding the programs and strategies listed above, the City is constantly looking for new tools and strategies to address the delivery of affordable housing. City Council has established a Committee of six of the eight City Council members to serve on its Housing Services Committee. This Committee reviews changes in program strategies, recommend the development of new strategies and policies, and reviews the merits of funding multi-family projects that have made application for assistance through the City's Project Review Team.

In addition to the County's policies, the City implemented its own Bonus Density Ordinance, which is a voluntary program that allows developers additional units for providing affordable housing. The ordinance became law in January 2008. The City also implemented improvements to its Land Development Regulations (LDR's) in August 2007 that allows for reduced lot and size requirements, higher density corridors, mixed-use development with residential and accessory units.

Community Housing Trust Fund:

Pinellas County, established a Community Housing Trust Fund through allocating County general funds to capitalize a housing trust fund that will preserve and produce affordable housing. Discussions were held in late 2005 and throughout 2006 about the County funding the activity with \$10 million annually and \$30 million over a three-year period. The City received an allocation of \$1,077,532 of funding in for FY 2007-2008 to produce affordable housing. These funds will be used to assist developers with the construction of new multi-family affordable units, or to assist with the rehabilitation of existing units and having those units remain affordable for the foreseeable future. The County provided local entitlements half of what was provided in the FY 2006/07 allocations due to property tax issues impacting governments throughout the State of Florida.

Tenant-Based Rental Assistance:

Boley Centers, Inc., provides Tenant Based Rental Assistance (TBRA) in Pinellas County to persons who are homeless, or to those with AIDS. The City allocated \$100,000 in HOME funding to assist 50 households pay rent for the year. This program enables low-income households to maintain existing rental units that would otherwise be unaffordable to them, and helps to prevent homelessness for these families.

My Safe Florida Home Program:

The City responded to a notice of funding availability (NOFA) from the State of Florida Department of Financial Services in October 2007 and was awarded a \$500,000 My Safe Florida Home (MSFH) Program funding. The Award became official in February 2008, with funding to be expended on or before June 30, 2009. The City estimated that it would assist 95 households to perform hurricane hardening and retrofits to their homes. Eligible homeowners must reside in a single-family, site-built home with an insured value of \$300,000 or less (not required for low to

moderate-income households), and the home must be their homestead. Each unit assisted shall receive a maximum award of up to \$5,000 in MSFH funding that may be leveraged with other funding sources. Low to moderate-income households are not required to provide a match, however, households who are over income (above 80% of area median income) will be required to provide a dollar for dollar match. The eligible types of retrofit work may include, roof deck attachments, secondary roof water barrier, roof covering, bracing of gable ends, reinforcement of roof to wall connections, opening protections (shutters, windows), and exterior doors, including garage doors. All shutters, windows and garage doors and other products and materials installed or used in the retrofit work using Grant funds, shall comply with the specifications of the Federal Alliance for Safe Homes publication (Blueprint for Safety) Contractor's Field Manual. (See housing matrix on page 8).

Other Activities:

The City also performed the following actions to address obstacles to meeting under served needs, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty level families, develop institutional structure, and enhanced coordination between public and private housing and social service agencies during FY 2007/08 by doing the following:

- The City continued to develop strategies in its Affordable Housing Incentive Plan;
- Program seminars were offered to housing developers, lenders, and Realtors during the year;
- The City continued to encourage joint ventures between CHDOs and the private sector to develop housing;
- The City continued to work with Pinellas County Coalition for the Homeless (PCCH) and the City's Social Action Funding Committee to address homeless issues.

5. Leveraging Resources

- a. Identify progress in obtaining "other" public and private resources to address needs.

Leveraging Resources

During FY 2007/08, the City partnered with numerous community organizations to fund affordable housing, provide homelessness assistance, and provide supportive services. As a funding agency, the City tries to accommodate funding gaps for projects that applicants present to the City, rather than providing the majority of the funding. This policy allows the City to maximize the amount of housing, community and economic development, and public services provided through the grant dollars which the City receives.

Most of the affordable rental projects funded by the HOME and SHIP program in FY 2007/08 received Low Income Housing Tax Credits (LIHTC), Federal Home Loan Bank assistance, State Bonds, or St. Petersburg Housing Authority Bond Funding, HUD Section 811 and 202 funding, among others.

The City continues to seek partnerships and to use its limited resources in a manner that leverages additional financial and human resources. As an example, SHIP

funding is used to leverage resources from financial institutions to provide homeownership through the purchase assistance program. HCIP, HOME and SHIP funding are used to leverage funding from developers and private financial institution to develop and construct multi-family affordable housing developments. Below you will find a chart that shows funding that has been leveraged by each funding source during the fiscal year:

Source	Total Project Costs	Program Funds	Other Funding
CDBG	\$12,352,167	\$628,467	\$11,723,700
HOME	\$10,675,533	\$3,586,647	\$7,088,886
ESG	\$1,494,333	94,370	\$1,399,963
HCIP/RCMP	\$	\$	\$
SHIP	\$	\$	\$
TOTAL	\$28,796,523	\$4,543,721	\$24,252,802

b. How Federal resources from HUD leveraged other public and private resources.

The following reflects how Federal resources from HUD leveraged other public and private resources for the production of affordable housing:

Community Housing Trust Funds:

Pinellas County, established a Community Housing Trust Fund through allocating County general funds to capitalize a housing trust fund that will preserve and produce affordable housing. Discussions were held in late 2005 and throughout 2006 about the County funding the activity with \$10 million annually and \$30 million over a three-year period. The City received an allocation of \$1,077,532 of funding in for FY 2007/08 to produce affordable housing. These funds will be used to assist developers with the construction of new multi-family affordable units, or to assist with the rehabilitation of existing units and having those units remain affordable for the foreseeable future. The County provided local entitlements half of what was provided in the FY 2006/07 allocations due to property tax issues impacting governments throughout the State of Florida.

HOME, SHIP, CDBG and HCIP Funds:

HOME, SHIP, CDBG and HCIP funding was used to construct the new 21 unit multi-family apartments at Jamestown. Total cost of the project was \$4,820,151 which was completed in April 2008. The CDBG funding paid for the relocation of tenants, site work, improvements to the parking area, and limited common space areas of the facility. The HOME, SHIP and HCIP funding was used for the construction of the units, which now house persons who are low- to moderate income (See attached Photographs).

The City approved funding on June 15, 2006, of the Lakewood Avenue Apartments located at 966 22nd Avenue South, St. Petersburg. The apartments when completed will consist of 20 new, two bedroom, two bath apartments. Four of the units will be required to be leased to households at or below 50% of AMI and the remaining units to be rented to households below 120% of AMI. The City allocated \$145,100 in SHIP funding which leveraged \$73,550 of Community Development Financial Institutions (CDFI) funds for a second mortgage loan in the amount of \$217,650, to be combined with a first mortgage loan from Neighborhood Lending Partners of West Florida in the amount of \$1,034,300 to provide financing for the development. An Additional \$243,475 in Community Housing Trust Fund and \$29,700 in CDFI funding was provided in early September 2008 to complete the development.

In addition, the City funded two additional projects (Clam Bayou Apartments and Twin Brooks Apartments). The units will be developed by Boley, the City's premiere developer of affordable housing for the disabled community. Twin Brooks will be located at Hartford Street and 24th Avenue South and consist of 42-units (25 units @ 0-50% of AMI, 15 units @ 51-60% of AMI and 2 units @ 61-80% of AMI). The units will be available for persons with special needs (disabled, elderly). The City provided Boley with \$1,076,000 in HOME and CHDO Proceeds to assist with the construction and Boley leveraged an additional \$3,182,048 in funding from HUD, the Federal Home Loan Bank (FHLB), among others.

The construction of Clam Bayou Apartments located at 3880 34th Avenue South is complete. This development was constructed under the supervision of Boley and contains 18-units. The City allocated \$513,000 of HOME funding that leveraged an additional \$1,683,049 in funding from HUD, the Federal Home Loan Bank and others, to complete the project. The 18-units in the development are broken down as follows (14-units for households @ 0-50% of AMI and 4-units for households @ 51-60% of AMI).

c. [How matching requirements were satisfied.](#)

Form 40107-A delineating matching funds from HOME projects can be found on [page 268](#)

[Program Year 3 CAPER General Questions response:](#)

The FY 2005-2010 Consolidated Plan includes three Priority Needs that addresses the City's housing and community and economic development needs. In addition to these five-year goals and objectives, the City sets similar benchmarks to be achieved each year in the Annual Action Plan.

The City had a productive Fiscal Year 2007/08, during which progress was made towards many of its five-year goals and objectives. The goals and objectives established in the Annual Action Plan for FY 2007/08 have been largely achieved. However, during the past year there have been additional persons who needed assistance with homelessness and more were threatened with homelessness. As stated at the beginning of this document, the goals and objectives outlined in the Annual Action Plan would not address or solve all the needs that have been identified.

In general the City's major goals are on target and progress is being made towards the five-year objectives. These include the Goals and Targets for Affordable

Housing, creating economic opportunities for low- to moderate-income persons, and ensuring that the NRSA and other low- to moderate-income census tracts are suitable living environments. The City continues to be aggressive with determining the level of service that is achievable with the amount of resources it anticipated receiving.

The five-year Consolidated Plan section above listed the following Priority Needs that were expected to be accomplished by September 30, 2008.

The following is a list of obstacles faced in accomplishing these needs:

- Incidence of lead-based paint in housing stock increases cost of rehabilitation.
- Extremely low-income households have the greatest need for housing assistance; however, this group faces the greatest challenges in program qualification, due to credit and debt issues.
- Renovation caps on properties located within the flood plain preclude full renovation.
- Projected increase in purchase price limits units that can be acquired by the City's LMI households.

Projects Completed and Underway

To view projects completed and underway, please turn to [pages 8 through 17](#). This information is also available in reports generated by HUD's Integrated Disbursement and Information System (IDIS), and in HUD's Consolidated Plan Management Program (CPMP), which are made part of this report.

Managing the Process

1. [Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.](#)

[Program Year 3 CAPER Managing the Process response:](#)

HCD is the lead agency for the development and implementation of the five-year Consolidated Plan, Annual Action Plans, and CAPERs. HCD also conducts the general administration of the CDBG, HOME, ESG, SHIP, HCIP, CHTF and RCMP programs.

In FY 2007/08, there were more than 20 subrecipients who applied for and received Consolidated Plan program funding, including City departments for which Memorandums of Understanding were signed prior to disbursing the funds. The HOME Program Coordinator, Consolidated Plan Program Coordinator, and SHIP Administrator oversee the general administration of the programs. The Housing Finance and Rehabilitation Manager oversees and implements the delivery of the purchase assistance and rehabilitation programs. The HOME Program Coordinator oversees the HOME program, including setting up the activities, ensuring that projects meet program requirements, and that the appropriate data is collected for reporting purposes. The Consolidated Plan Program Coordinator oversees the setup of CDBG and ESG projects, ensures that projects meet program requirements, and that the appropriate data is collected for reporting purposes. The Fiscal Manager oversees the general administration of the programs and ensures that all requests for disbursements are eligible prior to approval. The Director is in charge of the

overall administration, to include but not limited to, preparation of policy, writing of plans, working with elected officials, Administration of the programs, working with the general public and interfacing with HUD and other external agencies on various issues.

Plan Development

Development of the Consolidated Plan and Annual Action Plans involves working closely throughout the year with the Economic Development Department, Capital Improvements Department, Engineering Department and the Deputy Mayor for Midtown Economic Development. HCD formulates the Plan within the parameters and guidelines established by the requirements of the Consolidated Planning process found at 24 CFR 91.100 et al.

Working within the goals established in the Consolidated Plan and Annual Action Plan, HCD worked closely with neighborhood groups and residents developing goals, initiatives and strategies that are pertinent to the community. All area public service providers who provide direct services to the clientele were also contacted in the formulation and preparation of these documents.

The Annual Action Plan was reviewed and recommended for funding by the Consolidated Plan Review Committee, a subcommittee of City Council, and the Policy and Planning Committee, another subcommittee of City Council, prior to being presented to City Council on August 9, 2007, for approval and submission to HUD.

Every effort is made by the City to assure that the objectives of the Consolidated Plan and One-Year Annual Action Plans are met. Successful applications from subrecipients from CDBG, HOME AND ESG funds are those that further the objectives of the Plans and which are certified as consistent with the General Plans of the City, depending on where the projects are located in the City, yearly. HCD conducts one session in which ideas are solicited and information disseminated. A Technical Assistance session for subrecipients is also provided once each year during the planning process. Each probable subrecipient is supplied with a comprehensive handbook/guide containing sample forms, programmatic descriptions and examples specific to the type of activities they are undertaking, and all handbooks are updated annually. During FY 2007/08, the Technical Assistance session was conducted at the Wildwood Community Center, which was accessible to all interested parties.

Citizen Participation

1. [Provide a summary of citizen comments.](#)

[*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.](#)

[Program Year 3 CAPER Citizen Participation response:](#)

The CAPER was made available to the public for examination and written comments for a period of 15 days (12/8/08 through 12/22/08) prior to its submission to HUD on or before December 30, 2008. Additionally, public comments were solicited on the CAPER on the City's website prior to its submission to HUD.

No comments were received from the public.

2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

A variety of resources were available during FY 2007/08 for affordable housing, public services, public/capital improvements, infrastructure improvements, economic development activities, and homeless assistance and generally furthering the goals and specific objectives identified in the City's Consolidated Plan and Annual Action Plan. The following federal resources were utilized by a variety of entities during this reporting period.

Community Development Block Grant (CDBG) Program

In FY 2007/08, the City used the majority of its available CDBG funds for capital/infrastructure projects, public services and economic development activities. A complete listing of projects funded in various years and completed during FY 2007/08 is included in General Question 1b and in the IDIS Tables that accompany this report.

<u>Grant Fund</u>	<u>Program Income</u>	<u>Funds Obligated</u>	<u>Funds Expended</u>
\$7,439,026	\$298,230	\$7,728,256	\$6,703,059

As of September 30, 2008, \$1,025,197 remains to be expended.

HOME Investment Partnership (HOME) Program

In FY 2007/08, the City used its HOME funding for new rental housing construction, purchase assistance for single-family residences, Tenant Based Rental Assistance, and allocating of funds to CHDO's to assist with affordable housing development. The numbers below represent funding that has been carried forward and previously uncommitted, beginning in FY 2003 and ending in FY 2007. During FY 2007/08, the City received \$1,288,286 in HOME and \$26,020 in ADDI entitlement.

<u>Grant Fund</u>	<u>Program Income</u>	<u>Funds Obligated</u>	<u>Funds Expended</u>
\$7,820,271	\$258,979	\$8,079,250	\$4,267,437

As of September 30, 2008, \$3,811,813 remains to be expended.

Emergency Shelter Grant (ESG) Program

In FY 2007/08, the City received \$99,337 in Emergency Shelter Grant (ESG) funding, of which, funds were used for the operations of emergency shelters, a center for battered and abused women and children, and an alcoholic recovery center for the homeless and very-low income persons. The City also used \$4,311 of previous years funding for these emergency homeless shelters.

<u>Grant Funds</u>	<u>Program Income</u>	<u>Funds Obligated</u>	<u>Funds Expended</u>
\$103,648	\$0	\$103,648	\$103,648

As of September 30, 2008, no ESG funding will carry forward to the next fiscal year.

State Housing Initiatives Partnership (SHIP) Program

In FY 2007/08, the City used its SHIP funding to assist Teachers and low- to moderate-income households purchase homes, provided homebuyer training to low- and moderate-income prospective homebuyers and assisted in the development of new multi-family housing units.

<u>Grant Funds</u>	<u>Program Income</u>	<u>Funds Obligated</u>	<u>Funds Expended</u>	Geographic Distribution of expenditures - Citywide
\$8,157,042	\$2,813,706	\$10,970,748	\$4,246,636	

As of September 30, 2008, SHIP funding totaling \$6,724,112 is available for FY 2007/08.

Community Housing Trust Funds (CHTF)

In FY 2007/08, the City received a formula allocation of CHTF from Pinellas County for the purpose of providing affordable and workforce housing. The City received the funding in late April 2007, and was not able to successfully procure the services of developers who would construct new, or preserve existing affordable/workforce housing. The City contracted with and set aside \$1 million in CHTF for a developer who competed for State of Florida Low Income Housing Tax Credits (LIHTC) to construct 186 units. The developer was not successful in obtaining the LIHTC, as the local jurisdictions designated to receive funding were Miami-Dade County, Broward County and one developer in Hillsborough County. Pinellas County was not

successful in having any developer of affordable/workforce housing receive tax credits from the State to construct or preserve, affordable/workforce housing.

<u>Grant Funds</u> \$2,155,064	<u>Program Income</u> \$0	<u>Funds Obligated</u> \$2,155,064	<u>Funds Expended</u> \$0	Geographic Distribution of expenditures - Citywide
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As of September 30, 2008, \$3,232,596 remains to be expended, and, the City is currently working with developers to utilize the funding to construct or preserve affordable units.

Housing Capital Improvement Program (HCIP) Funds

In FY 2007/08, the City was allocated \$550,000 in HCIP funding and was successful in assisting developers to construct new single-family housing, assisted police officers with down-payment and closing costs to purchase new or existing homes, and assisted households within the general public whose incomes were above 121% of AMI to purchase homesteads.

<u>HCIP Funds</u> \$1,954,379	<u>Program Income</u> \$0	<u>Funds Obligated</u> \$1,954,379	<u>Funds Expended</u> \$669,202	Geographic Distribution of expenditures - Citywide
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As of September 30, 2008, HCIP funds totaling \$1,285,177 will be carried forward to FY 2008/09. Funding is allocated on an annual basis for the production or preservation of affordable/workforce housing from money that is recycled back into the program. See information in General Question 1b.

City General Funds

In FY 2007/08, the City allocated \$250,194 in general funds to assist staff to pay for salaries and overhead associated with carrying out the activities of strategies not eligible to be funded with grant funding. This would include assisting households who were between 121% and 150% of AMI.

<u>City Funds</u> \$250,194	<u>Program Income</u> \$0	<u>Funds Obligated</u> \$0	<u>Funds Expended</u> \$352,982	Geographic Distribution of expenditures - Citywide
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The department over-expended its general fund activities due to staff being asked to assist with City activities which were not eligible to be reimbursed by the grants. In addition, the City did not receive the estimated program income in CDBG resulting in the City's general funding absorbing more administrative costs than originally budgeted.

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 3 CAPER Institutional Structure response:

During FY 2004/05, the City wrote its 2005-2010 Consolidated Plan. Staff of HCD identified priority needs as documented by Census and other data, worked across organizational lines with other departments, and prepared the Plan. Several different stakeholders and advocate groups provided input in the development of the Plan's goals and objectives. The City advised grant applicants and stakeholders that HUD has moved to a performance based reporting system and that it will require that subrecipients report using this method for future funding considerations. While many subrecipients previously held performance based contracts, others did not measure the impact of their project or program.

For FY 2007/08 the applications and agreements for funding required that all subrecipients establish outcomes that measure the impact of their program on both their service area and a goal of the 2005-2010 Consolidated Plan. A public meeting to inform the general public of the amount of funding allocations the City expected to receive was held on January 22, 2007. This was followed by a meeting on February 13, 2007 by City staff to explain the need for performance-based outcomes and how to write them to correlate with a given performance. Several one-on-one meetings were also held with grant applicants to explain performance-based outcomes and how to develop them in an effort to better equip project sponsors and future subrecipients.

In addition to the performance-based outcomes and goals, the 2005-2010 Consolidated Plan also outlines the actions to be taken to eliminate impediments to fair housing.

Public Institutions

The public portion of the housing delivery system in the City involves the State of Florida, and the Federal and local governments. The Florida Housing Finance Corporation manages a number of housing programs, including the Multi-Family Mortgage Revenue Bonds, Low Income Housing Tax Credit, State Apartment Incentive Loan, HOME Investment Partnerships, Predevelopment Loan Program and Elderly Housing Community Loan Programs. In addition, the City was allocated \$500,000 in competitive grant funding from the State of Florida Department of Financial Services to hurricane harden homes through the My Safe Florida Home Program. The Florida Housing Finance Corporation also provides loans to first-time homebuyers directly through local financial institutions. Lastly, the State allocates documentary stamp tax dollars to local entitlements to implement their SHIP program. With the downturn in the housing market, these layers of funding has often required additional subsidies to make prices affordable to low- and moderate-income buyers, as home prices are still above many households reach.

At the local level, the public institutions involved in the delivery of affordable housing are the St. Petersburg Housing Authority and the City. The St. Petersburg Housing Authority (SPHA) has been determined by HUD to be a high achieving organization. By statute, it has the right to issue bonds. The SPHA operates a full range of federal

and state housing programs for low-income elderly, disabled families, and individuals. The SPHA administers the family and elderly public housing programs and the Section 8 existing certificates and vouchers programs.

The City provides housing delivery assistance with funding allocations it receives from HUD in the form of HOME dollars. It also receives SHIP funding from the Florida Housing Finance Corporation, My Safe Florida Home funding from the State of Florida Department of Financial Services, and local HCIP funding allocated by the City to assist households that are above 121% of AMI. Housing strategies provided by the City are as follows:

- Substantial Housing Rehabilitation Program;
- Emergency Repair Program;
- Lead Abatement Program;
- Barrier Free Programs for (Renters and Owners);
- Purchase Assistance Program;
- Teacher A+ Purchase Assistance Program;
- Police In Neighborhoods Purchase Assistance Program;
- Police In Neighborhoods Owner Rehabilitation Program;
- Housing Replacement Program;
- Developer Loan Program;
- Multi-Family Housing Assistance Program;
- Homeownership Counseling Program; and
- Foreclosure Prevention/Intervention Program.

Nonprofit Organizations

A key role in the City's housing delivery system is played by local non-profit housing development agencies as follows:

- St. Petersburg Neighborhood Housing Services provides assistance to low- to moderate-income households with funding to purchase or construct their new home, or purchase existing housing;
- Habitat for Humanity assists low- to moderate homebuyers with the construction of their new homes;
- Mt. Zion Human Services assist prospective homeowners with the construction of their new homes;
- Neighborhood Lending Partners of Tampa Bay, who provides CDFI lending for the development of affordable multi-family housing; and
- Pinellas Affordable Living, Inc. develops affordable rental housing units.

Non-profit agencies also play a major role in the delivery of shelters for the homeless and special needs population. These include the following subrecipients:

- Homes For Independence assists low- to moderate-income homeowners with rehabilitation assistance;
- WestCare provides transitional housing to homeless and special needs individuals;
- YWCA Family Village provides emergency shelter for families;
- Boley Centers assist low- to moderate income households with finding multi-family units for persons who are disabled, elderly, or has special needs and manages a Tenant Based Rental Assistance (TBRA) program that assists homeless and persons with HIV;
- Catholic Charities;
- Operation PAR; and

- Brookwood Florida-Central, provides transitional shelter for young girls who run away from home.

Private Organizations

The housing delivery system in the City also involves several private entities, including lenders, and developers of single family and multi-family units. Local financial institutions participate in affordable housing production in the City.

Private developers such as New Millennial L.C., General Home Development Corporation, and other multi-family developers who purchase developments that are for sale and are due to be taken off the affordable housing market come to the City and request assistance to redevelop these units and have them remain affordable. These developers are the primary developers of affordable housing units in the City.

Actions to Further Develop Institutional Structure

The City will continue to develop its efforts in the coming years to further provide for the City's affordable housing needs, community and economic development, and public services. Because there is an increased need for federal funds for housing activities of all types including affordable rental, homeownership, and housing for special needs populations, the City will work to reduce the financing gap by seeking additional federal, state, local and private resources to support the production of affordable housing units. Any regulatory impediments with federal and other agencies will be handled by the City through the seeking of waivers for efficient affordable housing production.

Monitoring

1. Describe how and the frequency with which you monitored your activities.

Program Year 3 CAPER Monitoring response:

The City closely monitors the performance of subrecipients receiving CDBG, HOME, ESG, SHIP, CHTF and HCIP funding. On-site monitoring visits and desktop monitoring are conducted by HCD staff to assure compliance with program regulations and requirements. Staff ensures that all requests for reimbursements submitted by subrecipients are compared to the approved budget line items and strategies. In addition, staff reviews each request for complete supporting documentation to ensure that it is eligible for reimbursement. Monthly reports are required and reviewed to ensure each agency is providing assistance as outlined in the Scope of Services of the Agreement and that capital projects are progressing in a timely manner. Annually, HCD staff conducts regular site visits as well as tenant file monitoring of all affordable housing developments to ensure compliance with program goals, objectives and federal regulations.

The City views monitoring, not as a once a year or periodic exercise, but as an ongoing process involving continuous participant communication and evaluation. Such a process involves frequent telephone and e-mail contacts, other forms of written communication, analysis of reports and audits, and periodic meetings. The overriding goal of monitoring is to identify deficiencies and promote corrections in order to improve, reinforce or augment participant performance. To monitor the programs that support reaching the City's priority needs and objectives, staff

performs assessments throughout the life of all projects and programs. Each year, HCD reviews projects that received funding for delivery of affordable housing units, public services to provide services over time to low- to moderate-income persons, and job creation activity through economic development. The City believes that it has all the resources in place to ensure that monitoring carried out by staff continues to be efficient and effective.

2. Describe the results of your monitoring including any improvements.

During FY 2007/08, the department's Fiscal Manager and Compliance Coordinator completed on-site visits to most projects which were found to be in compliance with their agreements with the City and the federal regulations which govern the respective programs. Projects found not to be in compliance were given a date to become compliant, and a follow-up inspection was conducted.

Specific on-site inspections of affordable housing units conducted during the fiscal year are as follows:

Dome District Apartments - An inspection was completed in October 2007. The three HOME-assisted units were inspected with minor deficiencies noted. An inspection of tenant files was also completed and all were well maintained with appropriate documentation as to tenant income and eligibility. All deficiencies identified were corrected by the agency.

Community Action Stops Abuse - An inspection was completed in October 2007. All seven units were inspected with minor deficiencies noted. An inspection of tenant files was also completed and all were well maintained with appropriate documentation as to tenant income and eligibility. All deficiencies identified were corrected by the agency.

Dave Miller Apartments - An inspection was completed in December 2007. Two of 14 units were inspected with no deficiencies noted. An inspection of tenant files was also completed and all were well maintained with appropriate documentation as to tenant income and eligibility.

Palmetto Breeze Apartments – An inspection was completed in November 2007. Six of the 12 units were inspected. The units were well maintained with a few minor items identified for correction. An inspection of tenant files was also completed and a few items were identified that needed correction. All deficiencies identified were corrected by the agency.

James Park Apartments – An inspection was completed in December 2007. Four of the nine HOME-assisted units were inspected. The units were well maintained with minor items identified for correction. An inspection of tenant files was also completed and few items were identified that needed correction. All deficiencies identified were corrected by the agency.

Lakeside Colony Apartments - An inspection was completed in February 2008. Eleven of 43 units were inspected and deficiencies were identified. An inspection of tenant files was completed as well and files were missing information as to tenant income and eligibility. All items, including file issues that were identified were corrected by the agency.

Salt Creek Apartments - An inspection was completed in February 2008. Eleven of 43 units were inspected and deficiencies were identified. An inspection of tenant files was completed as well and files were missing information as to tenant income and eligibility. All items, including file issues that were identified were corrected by the agency.

Parkside Apartments - An inspection was completed in May 2008. All eight units were inspected. The units were well maintained with minor items identified for correction. An inspection of tenant files was also completed and few items were identified that needed correction. All deficiencies identified were corrected by the agency.

Wyngate Apartments – An inspection was completed in May 2008. All four HOME-assisted units were inspected. The units were well maintained with minor deficiencies noted. An inspection of tenant files was also completed and all were well maintained with appropriate documentation as to tenant income and eligibility. All deficiencies identified were corrected by the agency.

Menorah Center - An inspection was completed in June 2008. Sixteen of 66 HOME-assisted units were inspected. The units were well maintained with a few minor items identified for correction. An inspection of tenant files was also completed and all were well maintained with appropriate documentation as to tenant income and eligibility. All deficiencies identified were corrected by the agency.

Crescent Lake Apartments – An inspection was completed in July 2008. All eight units were inspected. The units were well maintained with minor deficiencies noted. An inspection of tenant files was also completed and a few items were identified to correct. All deficiencies identified were corrected by the agency.

Bayou Pass Apartments - An inspection was completed in August 2008. All ten units were inspected. The units were well maintained with minor deficiencies noted. An inspection of tenant files was also completed and all were maintained with appropriate documentation as to tenant income and eligibility. All deficiencies identified were corrected by the agency.

3. Self Evaluation

- a. Describe the effect programs have in solving neighborhood and community problems.

The City's activities and strategies are making a positive impact on the goals and objectives identified in the City's 5-year Consolidated Plan and Annual Action Plans. Funding from the City's CDBG, HOME, ESG, SHIP, HCIP, My Safe Florida Home and CHTF programs are combined with other resources to achieve measurable outcomes from the services and activities provided to the City's low- to moderate-income residents and neighborhoods. The CDBG allocations fund capital and infrastructure projects, public services and economic development activities. Funding from this program also finances improvements in low-income neighborhoods and assist in the elimination of slums and blight, increasing the sustainability and availability of suitable living environments. CDBG funds also provide services to households with special needs such as HIV/AIDS, people with mental illness and physical disabilities, the homeless and those at risk of becoming homeless. These services enhance the accessibility and availability of decent housing, provides economic opportunities, and helps to stabilize the lives of many persons served in the community.

The HOME, SHIP, HCIP, My Safe Florida Home and CHTF fund affordable and workforce housing strategies to include, assistance to households to purchase new or existing housing, provide substantial repairs to housing which improves the affordable housing stock and the construction of new or preservation of existing affordable housing units to ensure that affordable housing is perpetuated in the City. The City's subrecipient housing developers work very hard to construct affordable units in the City's low- and moderate-income areas. They also have a special interest in ensuring that affordable units are constructed outside the low- and moderate-income areas as this leads to a de-concentration of a majority of affordable units clustered in one location. Assistance provided through these funding sources, arrests blighting conditions and decline of neighborhoods, provides for a more aesthetically appealing community with decent housing and suitable living environments, and generates economic opportunities.

b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.

The City's Priority Needs identified in its 5-year Consolidated Plan are as follows:

- Provide and sustain affordable housing opportunities for persons and households at or below 150% of Median Family Income.
- Provide and enhance community and economic development opportunities.
- Provide permanent supportive housing and services for homeless and special needs populations.

The City's progress in meeting priority needs and specific objectives identified in the Consolidated Plan can be described as excellent. The City continues to be on the cutting edge of addressing its affordable housing needs by assisting teachers, police officers, and households between 121% and 150% of AMI in addition to not losing sight that it must continue to assist households from 0% to 120% of AMI. In the housing environment, the City has accepted a bid from an RFP process to construct up to 30 new units of affordable housing on property owned by the City next to the old Mercy Hospital site, which was recently reconstructed. One additional City owned site is being developed by Boley, which when completed will have 42 units that will be rented to persons with special needs, the elderly, and persons without disability.

Construction was completed at Jamestown in April 2008, a multi-family development of 71 units owned by the City. Seventeen units that were built prior to 1950 that were obsolete have been demolished with 21-units constructed in its place. This has provided additional affordable units of decent housing for the City's low- and moderate-income families to live. In addition to the new construction that has been facilitated by the City, low- to moderate-income persons and households are also being assisted with purchase assistance to acquire new or existing units. Those who are already homeowners, are being provided assistance to rehabilitate their homes, abate lead based paint from their homes, if the homes were built prior to 1978, have disabled retrofit performed on their homes, or at units that are rented by low- to moderate-income persons who are disabled. In addition, Tenant Based Rental Assistance is provided for persons who have HIV or are homeless. The City also provides operational assistance to public service agencies that assist the homeless, and fund a food kitchen to assist with the purchase of food for the homeless. The City also assist with funding the operations of a Safe Haven in the City, which is the only one in Pinellas County.

The City has substantially contributed to creating a suitable living environment and providing economic opportunities for residents of Midtown. This area once was

dormant with minimal investment of capital. Today, it is a vibrant community that has experienced a renaissance that has included, reconstruction of a full-service post office, construction and historic preservation of the old Mercy Hospital, reconstruction of the former Manhattan Casino (which is being marketed to restaurant interests), demolition and reconstruction of the Jordan Park public housing, reconstruction of the Royal Theatre (which houses a recording studio), construction of a Sweetbay Grocery Store and strip center, and construction that is underway of a Job Corps Center to be constructed at a cost of \$30 million facility that expects to be completed during the summer of 2009. After construction, the facility will train up to 600 young adults annually.

In addition to the major capital projects listed above, the City has also addressed improvements to its infrastructure in these areas to include sidewalk reconstruction, and the Roser Park Rusticated Block Wall redevelopment project that restores the infrastructure of Roser Park in the area between Dr. MLK Street and 6th Street South. The City also completed a Streetscape project along the 22nd Street corridor from 5th Avenue South to 15th Avenue South. The City also started the 1st and 2nd Street South Two-Way Conversion with a mid-year amendment of the FY 2007/08 Annual Action Plan. **The project is budget at \$1,5wa by a mid-**

- c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.

See comments above.

- d. Indicate any activities falling behind schedule.

The City has two projects that impeded its ability to meet HUD's timeliness requirement during FY 2006/07. The City allocated \$1.1 million in CDBG funding for the reconstruction of the former Jordan Elementary School in FY 2005/06. The facility is currently occupied by Head Start. It is projected that Head Start will continue to be one of the occupants of the reconstructed facility after construction. Because of the unanticipated extra time it took for the transfer of the property from the Pinellas County School Board to the City, for the remediation work required on the property, and for obtaining architectural and engineering designs for the reconstruction of the property, the City will reallocate some of this funding during fiscal year 2007/08.

The City also closed on the sale of the Dome Industrial Park Pilot Project (DIPP) to the Job Corps/Department of Labor (Job Corps) in April 2007. HUD provided approval for the City to sell the property to Job Corps and use the proceeds from the sale to acquire additional property in the Dome Industrial Park to satisfy its original intent of providing job creation activities. Because of this late closing, the City was not able to expend the proceeds (program income) from the sale prior to July 31, 2007, when HUD conducted its timeliness test.

As a result of the activities above, the City was found to be untimely and had to provide HUD a Workout Plan that will be discussed in the next CAPER. The City will be reprogramming funding and intends to meet HUD's timeliness requirements on or before July 31, 2008.

- e. Describe how activities and strategies made an impact on identified needs.

Priority Needs were clearly defined in the Consolidated Planning process, stating specific goals and objectives to be met annually in order to achieve the overall goals of providing decent housing, a suitable living environment and economic opportunity. Please see the Monitoring section, Question 3b.

f. Identify indicators that would best describe the results.

The Community Planning and Development Performance Measurement Indicators used to help measure the impact federal funding made on the needs identified in the FY 2007/08 Annual Action Plan are as follows:

- a. Public facility and improvements
- b. Infrastructure improvements
- c. Public service
- d. Tenant Based Rental Assistance
- e. Owner occupied units rehabilitated
- f. Rental units constructed
- g. Rental units rehabilitated
- h. Purchase assistance provided to prospective homeowners
- i. Homeless shelters
- j. Emergency housing
- k. Homeless prevention

g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.

The City's Analysis of Impediments to Fair Housing Choice identified a number of impediments, such as reduce the incidence of housing discrimination, provide more affordable housing, educate the community about it's rights and responsibilities to fair housing, reduce discriminatory and abusive practices in lending and reduce amount of segregation within the City. The City's Community Affairs Department (CAD) worked with the HCD to identify complaints and worked toward a resolution. The City worked with Pinellas County, the Cities of Clearwater, Largo, Tampa, Hillsborough County, apartment owners and management teams, and local Law agencies to address the impediments of low- and moderate-income persons and Fair Housing.

Civil Rights Certifications

The City complies with all certifications required under 24 CFR Part 91, Section 91.225 (Certifications). The City Affirmatively furthers fair housing by operating under the use of a current Analysis of Impediments to Fair Housing ("AI").

The City certifies to the following as documented in its Annual Action Plan:

- The City is following a current and approved Citizen Participation Plan.
- The City has and is following a Community Development Plan.
- The City has an approved Consolidated Plan, which it is implementing.
- The City has an Excessive Force Policy in place that prohibits the use of excessive force by law enforcement agencies within the City against any individuals engaged in non-violent civil rights demonstrations.
- The City ensures that Maximum Feasible Priority is required in its use of funds to benefit low- and moderate-income families and aid in the elimination of slums or blight. That the use of expenditures shall principally

benefit persons of low and moderate income in a manner that ensures that at least 70 percent (70%) of the amount is expended for activities that benefit such persons during the fiscal year. The City certifies that 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.

- The City certifies that it has and is following an Anti-displacement and Relocation Plan.
- The City certifies that is a Drug Free Workplace and advises employees of its intent to maintain a drug-free workplace.
- The City certifies that it is following the restrictions on lobbying (Anti-Lobbying) requirements enumerated in 24 CFR part 87.
- The City certifies that the Consolidated Plan is authorized under State and local law, and that it possesses the legal authority to carry out the programs for which it seeks funding.
- The City certifies that the housing activities to be undertaken with CDBG, HOME, ESG, SHIP, HCIP, and CHTF, are consistent with the strategic plan.
- The City certifies that 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), and implementing regulations at 49 CFR part 24.
- The City certifies that it will comply with Section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR part 135.

The Analysis of Impediments to Fair Housing

The goals identified in the Fair Housing Plan of the AI are as follows:

- Reduce incidence of housing discrimination
- Provide more affordable housing
- Educate the community about it's rights and responsibilities to fair housing
- Reduce discriminatory abusive practices in lending
- Reduce the amount of segregation within City of St Petersburg

To implement the five goals listed above, the City provided the following for these strategies:

Reduce incidence of housing discrimination:

The City allocated \$25,000 to the City's Community Affairs Department for investigation and resolution of fair housing complaints, and to provide education and outreach about fair housing throughout the City. For FY 2007/08 an Inter-local Agreement was prepared and entered into with Pinellas County Office of Human Rights, because the City no longer has a Department that provides this type of service, due to having to comply with budget constraints brought about by the new property tax requirement.

All housing assisted with Federal, State and local funding complied with fair housing requirements (non discrimination on the basis of race, color, religion, sex, handicap, familial status, or national origin). All homeownership education and counseling programs paid for by the City required that acceptance into the programs for

assistance must be in compliance with the Fair Housing laws. Additionally, all multi-family housing assisted must comply with Fair Housing and Accessibility laws.

Provide more affordable housing:

The City budgeted more than \$5 million in funding to assist low- to moderate-income households to secure affordable housing opportunities during FY 2007/08. Opportunities will be available to assist with the Purchase Assistance of single-family housing, Substantial Rehabilitations, Emergency Repairs, Barrier-Free Assistance, Hurricane Hardening, TACRA Housing Improvements, Lead Abatement and other assistance. In addition to these strategies, households will be provided homebuyer educational assistance paid for by the City. This includes: pre-purchase counseling, foreclosure prevention and intervention and post purchase counseling.

Educate the Community in regards to its rights and responsibilities to Fair Housing:

The City participated with Pinellas County, the Bay Area Apartments Association, Hillsborough County, the City of Largo, the City of Clearwater, Gulfcoast Legal Services, and Bay Area Legal Services to sponsor a one-day seminar on Fair Housing called "It's Not an Option, It's the Law" that was held at the Largo Cultural Center on April 27, 2007. More than 200 persons from various legal, real estate, government, and social service entities to ensure that they were operating within the requirements of the Fair Housing Act (see attached pictures).

The presenters have more than 30-years experience in the areas of training and facilitating Fair Housing issues. In addition, the U.S. Department of Housing and Urban Development (HUDs) Tampa Field Office Director, Karen Jackson Sims was the special luncheon guest speaker.

Reduce discriminatory abusive practice in lending:

The City's WIN program provides a workshop on the first Thursday of each month to Lenders/Financial Institutions that provide mortgages for clients who are assisted through the City's housing programs. This program has been a success and we will continue to work with the Lending community to ensure that they obey the Fair Housing Laws as loans are made to prospective home buyers throughout the City.

Reduce the amount of segregation within the City:

The City comprises some of the most diverse neighborhoods in the State of Florida. However, as in other areas of the state, a few neighborhoods may be comprised of households of persons from the upper income strata. This does not mean that there is segregation because of race, but of income.

Staff will continue to spread the message of Fair Housing through our partnership with other local governments and the Legal community to continue to conduct additional Fair Housing Seminars during FY 2007/08.

Geographic Distribution and Areas of Minority Concentration (“AOMC”):

Most of the activities implemented in the FY 2007/08 Annual Action Plan took place in the low- to moderate-income areas of the City, which are also the areas of minority concentration. The City budgeted more than \$5 million in Federal, State, and local funding to implement housing strategies, many of which were located in the low/mod areas of the City and impacted AOMC clientele in a positive manner.

The City expended more than \$1.7 million in CDBG and ESG funding in the City in FY 2007/08, 80% of which was expended in low- to moderate-income areas.

- Design of Streetscape for 22nd Street South.
- Continue to support the 22nd Street Main Street programs.
- Completion of Bartlett Park Concession Stand.
- Substantial completion of Roser Park Rusticated Walls.
- Substantial completion of low/mod sidewalks.
- Started the environmental cleanup of the Atherton site.
- Completion of improvements to Brookwood.
- Completion of the Manhattan Casino.
- Began the design phase of the Jordan Elementary restoration project.
- Operating support to agencies to provide services to low- and moderate-income persons/households.

Homeless and Other Special Needs

- Provided funding to St. Vincent de Paul Food Kitchen to purchase food to feed homeless persons.
- Provided funding to continue a voice mail system for homeless and low-income persons.
- Reimburse referral service per call for assistance provided to homeless persons.
- Provided \$264,351 in Tenant Based Rental Assistance Vouchers for homeless and persons with AIDS.
- Provided operating support to homeless facilities.

Disproportionately Greater Needs of Minorities and Persons with Disabilities

- Provided operating support for a job training and education program.
- Provided match for operating expenses of a Safe Haven.

- Provided operating funds for a facility that treats persons recovering from drug addiction.
- Provided operating support for an inebriate receiving center.
- Provided operating support for shelter of young single women with children.
- Provided funding to purchase fork lifts for the Louise Graham Regeneration Center, an employer in the low/mod area of the City that provides jobs for disabled persons.
- Provided operating support to a facility that provides shelter for battered and abused spouses and children.

All of the activities listed above will positively impact the underserved needs and/or disproportionately greater needs of racial and ethnic minority families/individuals, persons with disabilities and/or persons with other special needs or non-housing related needs, in the City.

Underserved Needs of Minorities and Persons with Disabilities

The activities/strategies to address the needs of persons in this category correlated to the activities/strategies listed immediately above. All activities positively impacted the lives of the City's underserved population and areas of minority concentration.

Affirmative Marketing Strategy for the HOME Program

The City affirmatively markets the HOME Program by informing the public of the strategies that are available for assistance during public meetings. We discuss the various housing strategies on the City's TV Station (Channel 15) and website. During planned amendments, the City informs the public of the proposed activities to be included or eliminated with respect to the HOME Program, and we entertain proposals from developers of multi-family housing developments who are interested in the use of HOME, SHIP, and CHTF funding to leverage other funding (Tax Credits, Bonds, Federal Home Loan Bank) funding among others.

Public Housing

SPHA currently has 669 units, 2,971 Section 8 Vouchers (baseline units), and 150 units of project-based Section 8, for a total of 819 units. Prior to submitting its Public Housing Authority Plan to HUD, SPHA provides a copy to the City for review and comment. The Mayor of the City appoints the Authority's Board of Directors and work with the agency to address problems as they may arise. The SPHA has been designated a high performer.

Section 3

Section 3 requirements apply to all contractors and subcontractors performing work in connection with projects for which the amount of Federal assistance exceeds \$200,000; and the amount of a subcontract that exceeds \$100,000. HCD was present at all eligible construction pre-bid meetings to provide an overview of the Section 3 Act and outline the requirements that are applicable to the contractor, and to ensure that to the greatest extent possible seek to employ Section 3 eligible workers.

- h. Identify whether major goals are on target and discuss reasons for those that are not on target.

As discussed at the beginning of this section, the majority of the goals, objectives and priority needs established in the 5-year Consolidated Plan are on target. We experienced a delay when we closed on the sale of the DIPP to the Job Corps and did not have enough time to expend the proceeds from the sale to acquire additional properties in the Dome Industrial Park. In addition, due to uncontrollable circumstances, the progress made on the Jordan School has caused a delay in expending funds. However, we expect to have a favorable report in reference to this activity when the City reports on its CAPER for FY 2007/08.

- i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

The 2005 Consolidated Plan developed overall priority needs, goals and strategies for its housing and community development funding. One of the priority needs is to provide Permanent supportive housing and services for homeless and special needs populations. To address this priority need in addition to allocating funding from its Federal resources (CDBG and ESG).

The City continues to work with the Pinellas County Continuum of Care to implement its 10-year Plan to end homelessness. In addition, the City substantially invested general fund dollars in the care, housing and the provision of case management services for homeless persons and households.

Lead-based Paint

- 1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 3 CAPER Lead-based Paint response:

The City maintains a list of contractors who participate in the City's WIN Program and three of these contractors are certified as EPA Lead Abatement Supervisors. All homes that were provided assistance with rehabilitation and constructed prior to 1978 were inspected for lead based paint prior to commencing the start of rehabilitation. The City's FY 2007/08 Annual Action Plan established that the City would assist one (1) unit with lead-based paint abatement during the course of the fiscal year. However, six (6) units were assisted at a cost of \$25,779. All developers who appeared before the City's Project Review Team process and submitted applications for assistance to redevelop existing multi-family apartment units were required to include lead hazard inspection and mitigation as a component of their rehabilitation plans and pro forma. They were also required to provide tenants with notification of lead hazard and poison prevention information.

Two of the three Housing Rehabilitation Officers who work with the WIN Program have received training in the identification of lead hazards, proper methods of paint stabilization, interim control, abatement procedures and testing/clearance reports to ensure compliance with all lead hazard reduction requirements during rehabilitation activities. HCD also ensures compliance with lead hazard reduction requirements for CDBG, HOME and ESG used to acquire and/or renovate existing buildings for housing or to undertake residential activities.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 3 CAPER Housing Needs response:

See information below.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.

Program Year 3 CAPER Specific Housing Objectives response:

The five-year Consolidated Plan listed the following Priority Needs that expected to be accomplished by September 30, 2010 among each category:

Priority Need: Provide and sustain affordable housing opportunities for persons and households at or below 150% of Median Family Income.

Goals and Objectives to Address Priority Need:

- Renovate existing homes occupied by extremely low to moderate-income owners, including general interior/exterior property improvements to sustain homeownership.
- Assist rental households to become homeowners, including those who are occupants of public housing or manufactured housing.
- Provide affordable rental housing (both renovation and new construction), concentrating on households at 0-60% of median family income.

Proposed Accomplishments by September 30, 2010:

- Provide assistance to 175 households at 0-80% MFI to accomplish the following types of property improvements: energy efficiency, lead mitigation/abatement, mobility barrier mitigation, general property improvements, and exterior property improvements.
- Provide home management/maintenance classes to 400 households at 0-120% of MFI to enhance property maintenance skills and training.
- Through the foreclosure prevention program, save 120 households from foreclosure.
- Provide purchase assistance to 410 households at 0-120% MFI and 15 households at 121-150% MFI.

- Facilitate the development and/or redevelopment of 635 multi-family units to serve households at 0-80% MFI.
- Provide financial assistance to developers to construct 40 new infill homes or rehabilitate existing homes and sell them to households up to 150% MFI.
- Provide classes on how to obtain a mortgage and budgeting basics to 500 households in order to prepare renters for homeownership.

The need for newly constructed affordable housing and the rehabilitation of owner-occupied existing units are priority needs identified above. This section reports on the goals established in the FY 2005-2010 Consolidated Plan and FY 2006/07 Annual Action Plan and provides an overview of how vital needs were met. Please see the matrix below, and review the project charts in CPMP and the reports in IDIS for all federal funded housing accomplishments.

The City assisted 83 households to purchase a home. Of this number, 59 were low-to moderate households whose incomes were up to 120% of AMI. Sixteen police officers were assisted with down-payment assistance to purchase a home, and 8 teachers were assisted to purchase homes. This was provided at a cost of \$1,460,000. Funding is provided from SHIP, HOME, and HCIP.

In addition to providing funding for households to purchase homes and establish a stake in the community, the City provided funding to households that owned their homes but were in need of repairs. The City assisted with the substantial rehabilitation to 15 homes at a cost of \$656,644. Substantial housing rehabilitation assistance was provided to households that were below 80% of AMI. Funding for this program was provided with SHIP and HOME.

An emergency repair program was also provided to households that need new roofs, an upgrade of its electrical systems, or its plumbing systems. An emergency repair is a stand alone program and is not leveraged with the substantial rehabilitation program. Nine (9) units received emergency repairs at a cost of \$55,344. Funding for this program was provided through SHIP.

Lead-based paint assistance was provided to households that have been constructed prior to 1978, and have asked the City for assistance with rehabilitation. The City assisted six (6) households at a cost of \$25,779. Funding for this program was provided through SHIP.

Residential Construction Mitigation is a program funded by the State of Florida Division of Emergency Management to enable Cities that apply for funding to assist households below 120% of AMI, to make hurricane retrofits to their homes to enable the structures to withstand wind velocities up to 120 miles per hour during a hurricane. Funding was used to install hurricane resistant windows and/or shutters, garage doors, and to tie down roofs to the frame to meet Blueprint for Safety standards. The City assisted 15 units during the year and expended \$197,412 in the process.

The City has a strategy to allow homeowners and renters to remain in their homes or apartments if they have a physical disability. The City has a Barrier Free program to install ramps and lifts to the exterior of homes, and needed apparatus in the bathrooms and kitchens. Eight (8) households were assisted through the Barrier-Free program at a cost of \$68,440. Funding for this program is allocated from SHIP.

Please see table below for strategies and units assisted.

Housing Accomplishments During FY 2007/08

Priority Need Accomplishments/Strategies	Five Year Goals	Projected (# Units) Year 3	Actual (# Units) Year 3	Properties Assisted in Midtown	Funds Committed
Purchase Assistance Programs	410				
Home Buyer Purchase Assistance		60	55	12	\$924,641
Home Buyer Teacher Program		15	25		\$500,000
Home Buyer Police In Neighborhoods Program		15	9		\$126,000
Total	410	90	89	12	\$1,460,000
Rehabilitation Assistance Programs	175				
Rehabilitation Program Police In Neighborhoods		2	2		\$28,000
Substantial Rehabilitation Program		12	15	5	\$771,382
Substantial Rehabilitation Homes for Independence		3	1		\$59,813
Lead Abatement Program		5	9		\$116,154
My Safe Florida Home Program (MSFH)		95	2	1	\$10,000
Housing Replacement		2	2	2	\$200,000
Warranty		5	2		\$3,520
Foreclosure Prevention		0	0	0	\$69,990
Barrier Free Rental		5	2	0	\$5,131
Barrier Free Owner		5	6	2	\$54,003
Emergency Repair		15	8	3	\$60,027
Total		180	53	13	\$1,378,020
Investor/Developer Assistance	40	2	3	3	\$191,921
Aggregate Total		272	145	28	\$3,120,582

- Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.

See matrix above and IDIS Reports.

- Describe efforts to address “worst-case” housing needs and housing needs of persons with disabilities.

Worst-case housing needs are considered housing that is provided to assist households and persons who are elderly, homeless, or have special needs that contributes to decent housing and a sustainable living environment (See

photographs in the attachments). The City allocated funding to several developments that when completed or closed, will provide affordable housing to special needs populations, the elderly and low- and moderate-income households and families.

During FY 2006/07, the City committed \$650,000 of SHIP funding to American Opportunity for Housing to acquire the 52-unit Greenview Manor Apartments. This development was available on the market, and could have been converted to market rate units. Greenview Manor is a facility that provides affordable housing rental to seniors. Funding provided by the City leveraged an additional \$2,828,492 of bond funding, which will allow the units to remain affordable for the next 37-years. The sale of the units will be conducted on or about December 19, 2007.

In addition to units provided for the elderly, the City assists non-profit developers to provide affordable and decent housing for its disabled population. Clam Bayou Phase I and II is the development of an 18-unit multi-family development that when completed, will provide 14-units for persons whose incomes are below 50% of AMI, and four (4) units for persons whose incomes are between 51% and 60% of AMI. The City allocated \$513,500 in HOME funding to Boley, which they used to leverage an additional \$1,683,049 in funding from the Federal Home Loan Bank, Boley's own funding, and a HUD 202 grant. The development is in the final stages of construction and will be completed in early 2008 (see photographs in the attachments).

The Twin Brooks Apartments Phase I and II, is another multi-family affordable housing development for the City's special needs population. A total of 42-units will be constructed of which 25-units will be available for persons whose incomes are at or below 50% of AMI, 15-units will be made available to persons whose incomes are between 51% and 60% of AMI, and 2-units will be made available to persons whose incomes are between 61% and 80% of AMI. The City acquired the property several years earlier with \$300,000 of HOME funding and secured a 99-year lease with the developer to provide affordable housing on the property. In addition, the City provided \$1,076,000 of HOME and CHDO proceeds, which leveraged funding from the Federal Home Loan Bank, HUD 202 funding, and funding from Boley. When completed, this development will contribute to decent housing and a suitable living environment.

The City allocated \$145,100 in SHIP funding to leverage \$1,253,685 in CDFI funding from Neighborhood Lending Partners of West Central Florida to construct a 20-unit multi-family development in the City's Midtown area. When completed, four units will be made available to households whose incomes are 0% to 50% of AMI, with the remaining units made available to households whose incomes are 81% to 120% of AMI.

The City owns a 72-unit multi-family development, 17 units of which were constructed in the 1950's and were determined to be obsolete. The remaining 55-units were constructed in the late 1970's and are in excellent condition. The City reviewed the possibility of demolishing the 17 obsolete units and reconstructing 21 new units in its place. The City budgeted \$4,820,151 in SHIP, HOME, HCIP and CDBG funding. The construction began in April 2006 after experiencing minor delays and is now proceeding ahead of schedule. The City has been advised that the development should be completed on or about the end of February 2008.

[Program Year 3 CAPER Specific Housing Objectives response:](#)

Please see section above for the description of priority needs and accomplishments that occurred in FY 2007/08. In addition, please review the project charts in CPMP and the IDIS reports for all federal funded housing accomplishments.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 3 CAPER Public Housing Strategy response:

HUD's Public Housing Branch has rated the SPHA a "high performing" organization. This rating takes into consideration program management and operations, occupancy, financial condition, HUD inspection of the properties and units, resident satisfaction, and Section 8 HCV management and lease-up.

SPHA received \$758,568 in Capital Fund and \$266,576 in Capital Fund Replacement Housing funding during FY 2007/08. These grant funds were used to further unit modernization and site improvement efforts in and on the agency's public housing properties, and for expanding its affordable housing program. SPHA administers a Section 8 Housing Choice Voucher (HCV) Program with a baseline total of 2,971 vouchers. As of December 2008, there were approximately 990 applicants on the waiting list for the HCV program.

SPHA continues to work closely with neighboring housing authorities in implementing the Economies of Scale (EOS) initiative. The EOS initiative is designed to assist housing authorities in close proximity to eliminate duplication of effort, to increase cooperation and save valuable financial and human resources. In addition, other activities during FY 2007/08 included:

- Purchase the Saratoga Apartments, a two building, 34 unit apartment community located at 3475 32nd Avenue North and 3480 33rd Avenue North for rental as affordable housing.
- Continued the successful relocation of Graham Park residents.
- Completed building and site improvements at Disston Place and Gateway Place.

The St. Petersburg Housing Authority managed 669 units of public housing and 150 units of project-based Section 8, for a total of 819 units. During the year, SPHA's overall occupancy rate was approximately 99% taking into consideration units off line for modernization, disposition, etc.

The St. Petersburg Housing Authority will continue to seek additional opportunities to expand its affordable housing portfolio. It is anticipated that the sale of Graham Park and Rogall Congregate will be accomplished in late 2009 or 2010.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 3 CAPER Barriers to Affordable Housing response:

DRAFT

Obstacles:

Many barriers exist that impede the development of affordable housing, some of which are as follows:

- Incidence of lead-based paint in housing stock increases cost of rehabilitation.
- Extremely low-income households have the greatest need for housing assistance; however, this group faces the greatest challenges in program qualification, due to credit and debt issues.
- Renovation caps on properties located within the flood plain preclude full renovation.
- Projected increase in purchase price, limits units that can be acquired by the City's AMI households.

In addition to funding the programs and strategies listed in previous sections of this document, the City is constantly looking for new tools and strategies to address the delivery of affordable housing. The City Council has established a committee of six of the eight City Council members to serve on its Housing Services Committee. This Committee reviews changes in program strategies, recommends the development of new strategies and policies, and reviews the merits of funding multi-family projects that have made application for assistance through the City's Project Review Team.

The City entered an Inter-local Agreement and partnered with Pinellas County to have a Nexus Study conducted to determine whether the City should partner with Pinellas County to establish an Inclusionary Zoning Ordinance, and Community Land Trust. The Nexus Study was prepared and presented to the City in June 2007, and to the County in May 2007. The City is currently reviewing the merits of working with Pinellas County to be part of its proposed Inclusionary Zoning (IZ) Ordinance and Community Land Trust, or to opt out and establish its own IZ Ordinance. The IZ Ordinance is in the public domain for public comment, prior to the Board of County Commissioners taking action to implement the ordinance. The Community Land Trust is currently operational.

In addition to the County's policies, the City is in the process of implementing its own Bonus Density Ordinance, which will be a voluntary program that allows developers additional units for providing affordable housing. The ordinance is expected to become law in January 2008. The City also implemented improvements to its Land Development Regulations (LDR's) in August 2007 that allows for reduced lot and size requirements, higher density corridors, mixed-use development with residential and accessory units.

HOME/ American Dream Down Payment Initiative (ADDI)

1. [Assessment of Relationship of HOME Funds to Goals and Objectives](#)
 - a. [Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.](#)

HOME AND ADDI INITIATIVE

During FY 2007/08, the City received entitlement formula allocations totaling \$1,288,286 for the HOME Program and \$26,020 in American Dream Downpayment

Initiative (ADDI) funding. With HOME, the City provides loans to support the acquisition, new construction, and rehabilitation of eligible affordable rental and homeowner units. HUD requires that a minimum of 15 percent of the City's HOME funds be used specifically to support local Community Development Housing Organizations (CHDOs) to create affordable rental and homeownership units.

HCD staff worked with developers, CHDOs, and other community non-profit and for-profit to developers who applied for state and federal funding for low to moderate-income units. Staff also ensured that approvals needed from HUD were acquired prior to commencing construction, maintained required recordkeeping for HOME funded projects, and provided monitoring for these projects.

The match report (attached to HUD form 40107-A) elaborates on the categories of housing assisted during the past fiscal year using HOME funds. The following is a breakout of funding by income category and housing type:

Multi-Family Housing

- Jamestown Redevelopment - The City allocated a total of \$4,820,151 in funding from HOME, SHIP, HCIP and CDBG for the redevelopment of Phase I of Jamestown. HOME funding represents \$2,860,000 of the total. Funding was first allocated in April 2005, the project started construction in April 2007, was completed in April of 2008 and was fully occupied by July 2008. Twenty-one total units were constructed, of which 20 are restricted to low income occupants and one restricted to moderate-income.
- Twin Brooks Phase I & II – City Council approved a total of \$1,076,000 for the construction of the development which will provide a total 42 units for low income and disabled individuals. Phase I is under construction and Phase II is anticipated to begin construction in early 2009.
- Lakeview Avenue Apartments – City Council approved a total of \$145,100 in SHIP funding for the project, when completed will provide 4 units of low-income rental. The Project is expected to be completed in early 2008.
- Clam Bayou Phase I & II – City Council approved a total of \$513,500 in HOME funding for construction of the development. Both phases are now complete, 18 units serving very low income, and disabled individuals, including 4 which meet the definition of chronically homeless.
- TBRA Units – The City allocated \$100,000 additional HOME funds to provide rental vouchers for up to 50 homeless and HIV households. During FY 2007/08, the City expended \$335,593 and provided assistance to 46 households.

Homeownership

The City budgeted funding to assist 90 households to become homeowners during FY 2007/08, and actually assisted 89 households. Twelve of the 89 households were assisted with HOME and ADDI funding totaling \$312,100.50.

With the multitude of funding, the City is confident that it will be able to assist more households than the 410 established in its purchase assistance goals over the five-year period of the Consolidated Plan.

2. HOME Match Report

- a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.

The HOME match liability is \$900,079.76 for projects completed in FY 2007/08 (see attached HUD form 40107A). However excess match contributions in the amount of \$2,130,676.05 from prior years were carried forward and a total of \$1,424,940.05 match was contributed during 2007/08; resulting in excess match to carry forward into the next federal fiscal year in the amount of \$2,655,536.34.

3. HOME MBE and WBE Report

- a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).

The City encourages that efforts are made to utilize minority and women-owned businesses in all contracts entered that facilitate affordable housing activities. This process ensures the inclusion, to the maximum extent possible, of women and minorities. The following information provides a description of the contract and subcontract amounts awarded to minority and (MBE) and women business enterprises (WBE) in FY 2007/08.

Projects funded with CDBG, HOME, SHIP and/or HCIP funds, in FY 2007/08, resulted in the award of 19 prime contracts totaling \$2,037,195. Of these, prime contracts awarded to MBE contractors accounted for \$594,000, or 29% of all prime contracts and 30% (\$611,216) were awarded to WBE contractors. Regarding the 329 subcontracts awarded, totaling \$1,509,703, 24% (\$368,520) were awarded to MBE subcontractors, and \$19,073 was awarded to WBE subcontractors (see HUD Form - 40107).

4. Assessments

Program Year 3 CAPER HOME/ADDI response:

- a. Detail results of on-site inspections of rental housing.

See monitoring information beginning on page 32.

- b. Describe the HOME jurisdiction's affirmative marketing actions.

The HOME program requires that affirmative marketing steps are taken by participating jurisdictions when using HOME funds for rental or homebuyer projects containing five or more HOME-assisted units. Affirmative marketing steps consist of actions to provide information and attract eligible persons in the housing market to available housing without regard to race, color, national origin, familial status, sex, religion or disability.

The City affirmatively marketed the HOME Program by informing the public of the strategies that are available for assistance, during public meetings. In addition, on the City's website the various housing programs were available for review. During planned amendments, the City informed the public of proposed activities to be included or eliminated with respect to the HOME Program, and we entertained proposals from developers of multi-family housing developments who were

interested in the use of HOME and SHIP funding to leverage other funding (Tax Credits, Bonds, Federal Home Loan Bank) funding from others.

In addition, the City's affirmative marketing plan is included in the Regulatory Compliance Packet for HOME-Assisted Rental Housing which is made part of every HOME Agreement when City assistance is provided to developments containing five or more HOME-assisted units. The plan encourages owners/property manager to outreach to groups not likely to apply and to keep records to document the racial, ethnic and gender characteristics of the tenants occupying units, any tenants moving from and into the development, and records to document how the applicants heard about the housing opportunities. To assist the city in assessing the results of affirmative marketing activities, the owner/property manager is required to send an Annual Benefit Data Report showing the demographic characteristics and income levels of tenants occupying HOME assisted rental units.

c. Describe outreach to minority and women owned businesses.

See item 3 (a) above.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 3 CAPER Homeless Needs response:

The Continuum of Care Plan for the Pinellas County Homeless Coalition, to which the City is a partner, is a coordinated approach towards addressing the physical, economic and social needs of the homeless population. Through the provisions of emergency shelter, transitional and permanent housing, and supportive services, the City strives to achieve the goals and objectives identified in the plan. In addition, the City worked with the Pinellas County Coalition for the Homeless to implement the initiative to eliminate chronically homelessness within the next 10-years.

Homeless Accomplishments

In FY 2007/08, the City provided the following funding to address the needs of its population that has supportive housing services, special and homeless needs:

Organization	Project	Original Budget	Revised Budget	Funding Expended	Persons Served
ASAP Homeless Services	Provide operating support for homeless facility	\$78,904	\$-0-	\$78,316	1,114
Boley Centers Safe Haven	Provide match for operating expense	\$60,000	\$-0-	\$60,000	20
Community Action Stops Abuse (CASA)	Provide operating support for emergency shelter	\$44,009	\$-0-	\$44,009	249 families
St. Vincent de Paul Food Kitchen	Purchase food for the food kitchen	\$89,404	\$-0-	\$89,404	3,464
211 Tampa Bay Cares Voicemail	Operating funds to continue a voice mail system for homeless and low-income households and information networking to track the homeless.	\$21,000	\$-0-	\$29,273	314 CVM 5,795 TBIN
211 Tampa Bay Cares Referral	Reimburse referral service per call for assistance provided to homeless	\$76,000	\$-0-	\$8,552	1,069
YWCA of Tampa Bay	Provide operating support for the shelter	\$78,715	\$-0-	\$78,715	142 Families

Organization	Project	Original Budget	Revised Budget	Funding Expended	Persons Served
Westcare – Inebriate Receiving Center	Provide operating support for the receiving center	\$42,497	\$-0-	\$42,497	1,876
Westcare – Mustard Seed Inn	Provide operating support for the shelter and replace the air conditioning units	\$40,489	\$-0-	\$40,489	191

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 3 CAPER Specific Housing Prevention Elements response:

Specific Homeless Prevention Elements

In addition to the funding provided to the subrecipients above, the City also provided support of applications and Certifications of Consistency with the Consolidated Plan for subrecipients who requested and provided information to the City that they were applying for funding directly from HUD or other funders and needed a Certification from the City. Other homeless prevention elements included but are not limited to:

- The City’s successful funding of the Homeless Outreach Program which served more than 700 persons.
- The City provided \$50,505 in match funding to Boley for operation of the safe haven, which became operational in October 2006.
- The City provided Boley \$264,351 to provide 46 TBRA vouchers for homeless and HIV households.
- The City provided \$1,076,000 to Boley to leverage \$3,182,048 in HUD 811 and Federal Home Loan Bank funding to construct a 42-unit development on City property, originally purchased with HOME dollars.
- The City allocated \$513,500 in HOME funding to Boley to leverage \$1,683,049 in Federal Home Loan Bank and other funding to construct an 18-unit apartment complex for the disabled.
- The City provided funding in the amount of \$15,925 to the Community voice Mail Program operated by 211 Tampa Bay Cares, which provides a point of contact for homeless and low income persons seeking employment but do not have access to a telephone.

The City will continue to provide innovative services and strategies to address the needs of its homeless.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives

- a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.
3. Matching Resources
- a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
- a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
- a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 3 CAPER ESG response:

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives

- a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.
7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.

9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.

10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.

11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.

12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year
 - a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.

13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
 - a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 3 CAPER Community Development response:

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 3 CAPER Antipoverty Strategy response:

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 3 CAPER Non-homeless Special Needs response:

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview

- (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
- ii. Project Accomplishment Overview
- (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences
 - (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
- (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
- i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 3 CAPER Specific HOPWA Objectives response:

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 3 CAPER Other Narrative response:

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