

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Community and Human Development

AGENDA DATE: July 10, 2018

CONTACT PERSON/PHONE: Nicole Ferrini, Director (915) 212-0138
Rudy Reyes, Senior Grant Planner (915) 212-1657

DISTRICT(S) AFFECTED: All

SUBJECT:

Discussion and action on City Council adoption of the 2018-2019 Annual Action Plan budgets for the following programs: Community Development Block Grant (CDBG) 44th Year Program, the Emergency Solutions Grant (ESG) Program, the HOME Investment Partnership (HOME) Program and the Housing Opportunities for Persons with Aids (HOPWA) Program. The proposed plan, following adoption, becomes the official Final 2018-2019 Annual Action Plan.

BACKGROUND / DISCUSSION:

Proposed 2018-2019 Annual Action Plan (Exhibit A)

The Annual Action Plan serves as the City of El Paso's official application to HUD for the following four formula grant programs received by the City:

- (1) Community Development Block Grant (CDBG) Program
- (2) Emergency Solutions Grant (ESG) Program
- (3) HOME Investment Partnership Grant (HOME) Program
- (4) Housing Opportunities for Persons with AIDS (HOPWA) Program.

On May 29, 2018, City Council adopted the *proposed* 2018-2019 Annual Action Plan budgets, which were then advertised in the El Paso Times on June 3, 2018 activating a 30-day public comment period ending on July 2, 2018. No citizen comments were received.

In addition to being available at the office of the Department of Community and Human Development, copies of the draft Annual Action Plan were distributed to the Main Library and to one library per district to facilitate public access to the document.

The funding amounts for the 2018-2019 program year are as follows:

- (1) CDBG (7% increase) - \$6,955,263 total budget - grant of \$6,255,263 plus \$700,000 in expected CDBG Revolving Loan Fund Income
- (2) ESG (3% decrease) - \$527,078 total budget
- (3) HOME (36% increase) - \$4,584,816 total budget - grant of \$2,584,816 plus \$2,000,000 in expected HOME Program Income
- (4) HOPWA (31% increase) - \$492,798 total budget

Therefore, the total allocation included in the 2018-2019 Annual Action Plan is \$12,559,955. The program year for all four grants begins on September 1, 2018.

On May 29, 2018 the draft annual action plan presented to City Council utilized a projected 5% decrease to CDBG and the Home Investment Partnership with level funding for ESG and HOPWA.

Since that time, HUD has released the final allocations for the 2018 – 2019 Program Year. The Final Annual Action Plan has been adjusted to reflect the final allocation. For CDBG, all Public Services maintained level funding with the additional funding directed toward public facilities projects.

CDBG Program

CDBG Public Facilities-A total of \$4,073,054 of the CDBG budget is devoted to 13 public facilities projects. These projects are located in District 2, District 4 and Citywide.

CDBG Public Service - A total of \$939,331 of the CDBG budget is devoted to 22 public service projects.

CDBG Economic Development Activity-A total of \$90,000 of the CDBG budget is devoted to Microenterprise competitive set aside category.

CDBG Administration and Planning-A total of \$1,242,878 the CDBG budget is devoted to Administration, Planning, City Attorney Fees, Continuum of Care Planning Grant and Fair Housing Activities.

ESG Program

ESG Public Services– A total of \$527,078 of the ESG budget is devoted to 8 homeless service agencies, as well as one non-profit agency (El Paso Coalition for the Homeless) to manage the HUD-mandated Homeless Management Information System (HMIS) and partial funding for CD Grant staff.

HOME Program

HOME Programs – A total of \$2,584,816 from the City's HOME Investment Partnerships Grant and \$2,000,000 from the projected program income budget will be devoted to Multi Family New Construction, First Time Homebuyers, Multi Family Investor Owned Rehabilitation, and Administration.

HOPWA Program

HOPWA public services – A total of \$492,798 from the HOPWA budget is devoted to providing Tenant Based Rental Assistance (TBRA) and supportive services for 52 clients through the City's Department of Health Services as well as a small portion for administrative support.

City Council Action

After hearing the comments from the public, City Council is respectfully requested to adopt the 2018-2019 Annual Action Plan for submission to HUD.

PRIOR COUNCIL ACTION:

City Council was presented and approved the proposed 2018-2019 Draft Annual Action Plan on May 29, 2018.

AMOUNT AND SOURCE OF FUNDING:

The City is expected to submit an approved Annual Action Plan to HUD on July 16, 2018, that will enable the City to receive \$9,859,955 in federal entitlement grant funds (\$6,255,263 - CDBG, \$527,078 - ESG, \$2,584,816 - HOME and \$492,798 - HOPWA) that become available to spend on September 1, 2018.

BOARD / COMMISSION ACTION:

On February 20, March 6 and March 8, 2018, the CD Steering Committee recommended approval of the Proposed 2018-2019 CDBG, ESG, HOME and HOPWA budgets for City Council adoption.

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD:  _____

(Example: If RCA is initiated by Purchasing, client department should sign also) Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager, or designee, be authorized to sign and submit to the Department of Housing and Urban Development (HUD) the 2018-2019 Annual Action Plan, Form SF-424 and Form SF 424 D, all certifications and assurances contained therein, and any documents necessary to comply with HUD requirements; and

That the City Manager, or designee, be authorized to sign Grant Agreements with HUD for the four entitlement grants covered by the Annual Action Plan: the Community Development Block Grant, the Emergency Solutions Grant, the HOME Investment Partnerships Program and the Housing Opportunities for Persons with AIDS Program; and

That the City Manager, or designee, be authorized to sign all Letters of Support, Certifications of Local Government Approval, Release of Liens, Assurances and Certifications of Consistency with the Consolidated Plan required by HUD or the State of Texas for grant applications or applications for Low Income Housing Tax Credits for programs covered by the Consolidated Plan or related Community Development programs; and

That the City Manager, or designee, subject to completion of environmental review, be authorized to sign all contracts and documents with the agencies, entities, persons, or City departments approved for funding in the 2018-2019 Annual Action Plan related to the implementation and performance of the activities contained in the 2018-2019 Annual Action Plan and corresponding programs. The City Manager, or designee, is authorized herein to sign amendments to such contracts which add to or reduce funding, including but not limited to the de-obligation of funds by mutual termination, and extensions to the contract period; and

That the City Manager, or designee, be authorized to sign all Environmental Assessments, Requests for Release of Funds, Certifications, and Performance Reports required by the U.S. Department of Housing and Urban Development for activities covered by the 2017-2018 Annual Action Plan and related Community Development programs; and

That the City Manager, or designee, be authorized to sign agreements to secure matching funds which add to amounts allocated under the regular CDBG budget; and to sign amendments to matching fund agreements, including extensions to the contract period.

(Signatures on Following Page)

ADOPTED this ____ day of _____, 2018


CITY OF EL PASO

Dee Margo,
Mayor

ATTEST:

Laura D. Prine,
City Clerk

APPROVED AS TO FORM:



Omar De La Rosa
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicole Ferrini, Director
Community and Human Development

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Council having herein conducted a public hearing in order to receive comments on program performance and on the Proposed 2018-2019 Annual Action Plan, hereby adopts a Final 2018-2019 Annual Action Plan, attached hereto as Exhibit "A", including the 2018-2019 Annual Action Plan Budgets for the Community Development Block Grant Program, Emergency Solutions Grant Program, HOME Investment Partnerships Program, and Housing Opportunities for Persons with AIDS Program, all attached hereto as Exhibit "B."

ADOPTED this ____ day of _____, 2018

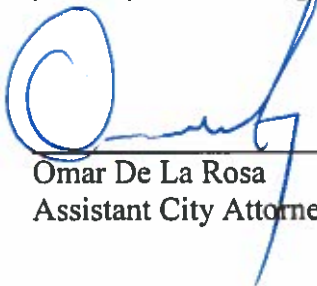
CITY OF EL PASO

Dee Margo,
Mayor

ATTEST:

Laura Prine,
City Clerk

APPROVED AS TO FORM:



Omar De La Rosa
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicole Ferrini, Director
Community and Human Development

ANNUAL ACTION PLAN CITY OF EL PASO, TEXAS 2018 - 2019



Department of Community and Human Development

PREPARED BY THE DEPARTMENT OF
COMMUNITY AND HUMAN DEVELOPMENT

Tuesday, July 10, 2018

Annual Action Plan 2018-2019

Table of Contents

Annual Goals and Objectives

| | |
|--|----|
| AP-05 Executive Summary..... | 2 |
| AP-10 Consultation..... | 9 |
| AP-12 Participation..... | 15 |
| AP-15 Expected Resources..... | 26 |
| AP-20 Annual Goals and Objectives..... | 32 |
| AP-35 Projects – 91.220(d)..... | 43 |
| AP-38 Project Summary..... | 45 |
| AP-50 Geographic Distribution – 91.220(f)..... | 68 |
| AP-55 Affordable Housing – 91.220(g)..... | 70 |
| AP-60 Public Housing – 91.220(h)..... | 72 |
| AP-65 Homeless and Other Special Needs Activities – 91.220(i)..... | 75 |
| AP-70 HOPWA Goals – 91.220 (i)(3)..... | 80 |
| AP-75 Barriers to affordable housing – 91.220(j)..... | 81 |
| AP-85 Other Actions – 91.220(k)..... | 83 |
| AP-90 Program Specific Requirements – 91.220(l)(1,2,4)..... | 87 |

Attachments

| | |
|--------------------------------------|-----|
| Citizen Participation Comments | 94 |
| Grantee Unique Appendices..... | 96 |
| Certifications (Pending)..... | 152 |

Executive Summary

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

1. Introduction

The City of El Paso, Texas' 2018-2019 Annual Action Plan is the application submitted annually to the US Department of Housing and Urban Development (HUD), to request federal funding to assist low to moderate-income families in the El Paso. This application also serves as a planning document for the fourth year of the City's 2015-2020 Consolidated Plan. The five-year Consolidated Plan describes the City's needs, priorities, and specific plans for El Paso's Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, HOME Investment Partnerships (HOME) Program, and Housing Opportunities for Persons with AIDS (HOPWA) Program during the upcoming program year from September 1, 2018 through August 31, 2019. This Action Plan will serve as a planning and implementation document for FY 2018-2019 and will be evaluated for its effectiveness in November 2019 when reported in the Consolidated Annual Performance Evaluation Report (CAPER).

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The statutes for the formula grant programs set forth three basic goals against which the plan and the jurisdiction's performance under the plan will be evaluated by HUD. Each jurisdiction's plan must state how it will pursue these goals for all community development programs, as well as all housing programs. These statutory program goals are:

DECENT HOUSING:

- Assisting homeless persons obtain affordable housing;
- Assisting persons at risk of becoming homeless;
- Retaining the affordable housing stock;
- Increasing the availability of affordable permanent housing in standard condition to low income and moderate-income families, particularly to members of disadvantaged; minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability;

- Increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence; and
- Providing affordable housing that is accessible to job opportunities.

A SUITABLE LIVING ENVIRONMENT:

- Improving the safety and livability of neighborhoods;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within areas through spatial deconcentrating of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods;
- Restoring and preserving properties of special historic, architectural, or aesthetic value; and
- Conserving energy resources.

EXPANDED ECONOMIC OPPORTUNITIES:

- Job creation and retention;
- Establishment, stabilization and expansion of small businesses (including micro-businesses);
- The provision of public services concerned with employment;
- The provision of jobs to low-income persons living in areas affected by those programs and activities, or jobs resulting from carrying out activities under programs covered by the plan;
- Availability of mortgage financing for low-income persons at reasonable rates using non-discriminatory lending practices;
- Access to capital and credit for development activities that promote the long term economic and social viability of the community; and
- Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing and public housing.

One hundred percent of the CDBG funds will be used for activities that benefit persons of low- and moderate-income.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

This review of past performance serves as a guide of the adjustments made to ensure the City's completion of its five-year goals as detailed on the 2015-2020 Consolidated Plan. Below is a summary of the ongoing PY 2017-2018 results that have been accomplished with Community Development Block

Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships Program and Housing Opportunities for Persons with AIDS (HOPWA) entitlement funds. We have also included HUD's Annual Community Assessment letter to the City of El Paso, which can be found in the Unique Grantee Appendices attachment.

CDBG funds for PY 2017-2018 were allocated for the renovation of four parks; although they have not been completed, the construction contracts have already been awarded to contractors. Some of the current highlights for the ongoing PY 2017-2018 year are completion of five infrastructure projects, six parks projects and two homeless shelters. To avoid delays in the future, the City may implement a policy to incur pre-award costs to avoid delays in completion of public facilities projects. In order to meet our public facilities five-year goals, the City will need to improve one public facilities center for persons with disabilities, improve one public facilities center for abused/neglected children and one Audible Pedestrian Signal (APS) accessibility project.

Currently, the CDBG public services categories have served 2,052 persons under the Children and Youth category, 541 persons served under Seniors and Persons with Disabilities category, 1,856 person served under Mental and Medical Health Services category, and 912 persons served under the Homeless and Emergency Shelter category. Our Microenterprise program, under the Economic Opportunity category, has currently served 121 businesses and our one program under the Job Training and Education category has served 38 persons. All service categories mentioned above will meet or exceed their Suitable Living Environment goals for PY 2017-2018 with the exception of the First Time Homebuyer counseling, which had a late start due to the previously awarded agency rescinding their application in August 2017.

ESG is currently exceeding its goals of by currently providing ESG services to over 2,682 persons out of the projected 1,822. Although, not all agencies have reached their goal, overall the program has been successful.

The HOME program is in the process of meeting its Decent Housing goals for all programs for PY 2017-2018. The attached JPEG illustrates the PY 2017-2018 projected goals and actual completed units for Single Family Owner Occupied, Multi Family Investor, Community Housing Development Organizations, First Time Homebuyer, Minor Repair, Sewer Connection and Rebuilding Together. Though the projections for the Sewer Connection have not been met, the lack of applications highlights that this type of rehabilitation is less common throughout the city. This funding might be reprogrammed for other rehab activities.

For PY 2017-2018, the HOPWA program has currently provided Tenant Based Rental Assistance as well as Supportive Services to 57 Households. The City should be receiving and drawing down reimbursements before the end of August 2018.

Finally, in PY 2017-2018, the city of El Paso expended 100% CDBG funds on low to moderate-income persons, exceeding the required 70% minimum. The city also met the HUD required spend rate

calculation (1.43 unadjusted/1.47 adjusted) by early June of 2018 by not having more than 1.5 in prior year grant funding in LOC which is reflected on the PR-56 report 60 days before the end of the program year (August 31st).

| 2017 - 2018 AAP Past Performance | | | | | | | | | |
|----------------------------------|------------------|-------------|--------------------|--------------------|----------------------------|----------|--------------------|--------------------|----|
| | | | Projected Units | Completed Units | | | Projected Units | Completed Units | |
| <u>SFOO</u> | | | | | <u>ETHB</u> | | | | |
| | HOME EN | \$512,294 | 9 \ | 10 | | HOME EN | \$400,000 | 10 \ | 9 |
| | HOME PI | \$400,000 | 5 / | | | HOME PI | \$250,000 | 7 / | |
| | CDBG RLF | \$195,000 | 3 | 2 | | CDBG RLF | \$120,000 | 3 | 2 |
| | | | 17 | 12 | | | | 19 | 11 |
| <u>Multi Family-Investor</u> | | | | | <u>Minor Repair</u> | | | | |
| | HOME EN | \$401,898 | 4 \ | 8 + (4) | | CDBG RLF | \$25,000 | 5 | 10 |
| | HOME PI | \$1,150,000 | 6 / | | | | | | |
| | CDBG RLF | \$250,000 | 2 | | | | | | |
| | | | 12 | 8 | | | | | |
| <u>CHDO's</u> | | | | | <u>Sewer Connection</u> | | | | |
| | HOME EN (15%) | \$401,898 | 3 | 8 | | CDBG RLF | \$10,000 | 1 | 0 |
| | | | | | | | | | |
| | | | | | <u>Rebuilding Together</u> | | | | |
| | | | | | 1 CDBG -3 | | 15 | 16 | |
| | | | | | 8 CDBG -5 | | 25 | 13 | |
| | | | | | | | 40 | 29 | |

Past Performance

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Overall, citizen involvement in the development of the 2018-2019 Annual Action Plan was extensive over approximately 12 months preceding the adoption of the plan. The City solicited funding requests from citizens through publication of newspaper display advertisements, citywide distribution of citizen funding requests forms, public hearings, and neighborhood meetings. The City will also continue to encourage public participation by providing building accessibility, sign language interpreters and Spanish language translators during public hearings and meetings. Newspaper advertisements are published in both English and Spanish in the corresponding newspaper – El Paso Times and El Diario. Refer to section AP-12.

The City of El Paso encourages its citizens to provide input in the planning process. Through its adopted Citizen Participation Plan, the City sets forth policies and procedures to encourage participation by low- and moderate-income persons and residents of predominantly low- and moderate-income neighborhoods to provide the City with information on housing and community development needs. As required by the Citizen Participation Plan, the City conducted a minimum of two public hearings during at least two different stages of the program year. Two public meetings were also conducted and advertised in local newspapers, in both English and Spanish. The Community Development Steering

Committee is a board of citizen volunteers who are appointed by City Council to make funding recommendations to the City Council. Members of the Steering Committee attended all the public meetings.

Past Performance

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The comments received during the three public hearings were entered as potential projects. Citizen Request forms distributed to a variety of City locations, advertised on the City web site and available at the DCHD offices were accepted until the deadline and entered as potential projects. Some projects did not meet the low- and moderate-income neighborhood requirement and were not pursued. Some projects did not have applications submitted by the user departments. The departments stated their reasons for not submitting the projects and they were also not pursued. Some projects' cost estimates exceeded the amount of funding DCHD expected to receive and they were not pursued. All other projects were presented to the Steering Committee during their meetings. Citizens attended these meeting in support of specific projects. This support was taken into consideration by the Steering Committee when making their funding recommendations.

After the 2018-2019 Draft Annual Action plan is made available to the public, a 30-day public comment period is required in order to obtain citizen's views and to respond to questions concerning the Annual Action Plan. As part of the City's citizen participation process, letters were sent to various State and local groups, departments, and organizations as part of the consultation process. Comments received during this period were considered by the City before Council approval of the Annual Action Plan and its submission to HUD.

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

The DCHD received a total of 171 requests for 2018-2019 proposed projects. Only 29 projects were found to be eligible, feasible and/or affordable. Of the comments received, 62 were not accepted. The requests that were not accepted are listed in Grantee Unique Appendices as the Funding Requests, and the rationale is included. A request may not have been accepted because it did not meet the low- and moderate-income neighborhood requirement or because the cost associated with implementing the request exceeded the funding amount for District #2 or #4 or Citywide (the targeted areas). If the comment or request could be addressed by another City Department, it was referred to that department with information on the source and a request that DCHD be informed of any action taken. Please refer to Summary of Comments and Views in the Unique Grantee Appendices.

7. Summary

The federal funds contained in the Annual Action Plan will be utilized to meet the needs for decent housing, a suitable living environment, and to expand economic opportunities for the City's low- and moderate-income population by integrating the economic and human development needs and strategies of the community in a five-year plan. The key elements of this plan include the needs assessment, priority needs, specific objectives, and how the activities address identified needs and objectives.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|---------------------|---------|---------------------------------|
| | | |
| CDBG Administrator | EL PASO | Community and Human Development |
| HOPWA Administrator | EL PASO | Community and Human Development |
| HOME Administrator | EL PASO | Community and Human Development |
| ESG Administrator | EL PASO | Community and Human Development |

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

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

1. Introduction

The City of El Paso's Department of Community and Human Development (DCHD) consults with multiple organizations and community representatives for preparation of the Action Plan for the use of HUD entitlement grant funds. The Citizen Participation Plan, posted on the City of El Paso website, sets forth the policies and procedures for citizen input in the grant allocation process. The Draft Annual Action Plan was published and made available across the City this year at seven public libraries, one per City District except for City District 4 as the only library in that district is temporary closed for renovation, and at the DCHD office in order to maximize outreach to the public. The Draft Annual Action Plan was also made available on the City's website at <http://www.elpasotexas.gov/community-and-human-development>. Additionally, the City allows a 30-day public comment period to obtain citizen's views and to respond to comments and questions. After the 30-day public comment period, another public hearing is held at City Council before the final plan is adopted. The City also regularly communicates with various State and local groups, departments and organizations as part of the planning process.

Neighborhood organizations and community residents were consulted through community meetings regarding neighborhood projects, including streets, streetlights, housing, etc. Private housing developers were consulted in the Fair Housing Impediments Analysis (AI) through focus groups and for the development of affordable housing. Property managers of affordable and market rate housing were consulted regarding the Fair Housing Impediments Analysis through focus groups.

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

DCHD allocates close to \$1,500,000 annually in HUD grant funds to supporting public service programs that include services for people with health and mental health issues, persons with disabilities, and homeless individuals and families. Applications for funding are welcomed and encouraged from all three sectors: public, private and non-profit organizations.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City has a contract with the lead agency for the Continuum of Care (CoC) to provide planning and assistance. The following tasks are covered under the contract:

- TASK ONE: Operate the Coalition as HUD's Lead Entity for El Paso's Continuum of Care and lead the Continuum to secure HUD funding.

- TASK TWO: Develop and implement strategies, goals and objectives to prevent and end homelessness in El Paso, Texas.
- TASK THREE: Serve as the City's point of contact and the City's and Community's primary resource for information, input and leadership regarding homelessness in El Paso.
- TASK FOUR: Support Continuum and Coalition Agencies in doing their work.

City staff also participated in membership meetings, planning committee meetings and workgroups of the CoC.

The CoC's Planning Committee developed a strategic plan for the community with action steps to address the needs of those experiencing homelessness including chronically homeless individuals and families, families with children, veterans and unaccompanied youth, and persons at risk of homelessness. Extensive progress continued this year in the deterrence of veteran homelessness; and, although the community did not end veteran homelessness by the national deadline, a collaborative partnership has developed policies and procedures that ensure homelessness among Veterans is prevented when possible or is otherwise a rare, brief and non-recurring experience. The lessons learned from implementing this collaborative strategy will assist the CoC in creating similar plans for the other prioritized populations.

The CoC has also implemented the federally-mandated CAS to enhance the community's systematic response to addressing homelessness. Under the FY2017 CoC Program application to HUD, the CoC was awarded programs for Permanent Supportive Housing for youth and the chronically homeless, and implemented five new Rapid Rehousing programs awarded under the FY2016 competition targeted at individuals and families, including youth. State ESG Program funds, coordinated by the Coalition as Collaborative Applicant, were focused on programs that serve youth. Two-year program grants were received for youth-oriented Street Outreach, Youth Shelter activities, and Rapid Rehousing and Prevention assistance. Furthermore, the CoC continues to have discussions regarding the conversion of existing facilities to provide transitional facilities for unaccompanied youth. A Veteran Rapid-Rehousing program already in existence was renewed. The CoC continues to allocate funding from a variety of resources to rapidly rehouse those who are homeless and to prevent those who are at-risk of becoming homeless.

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

Below is the timeline of the consultation process with the CoC:

- August 7, 2017 – DCHD made a recommendation for the allocation of ESG funds to a task force of providers whose purpose is to review and to recommend ESG funding allocation to the CoC

Board. The task force also reviewed and updated performance standards based on previously-established standards and outcomes. The updated performance standards were then forwarded to the CoC Board for approval and sent to City staff for inclusion in the ESG Program.

- August 9, 2017 – DCHD hosted a public meeting of providers to present to comprehensive proposed policy changes for the ESG, CDBG and HOPWA 2018-2019 program year.
- August 10, 2017 – The CoC Board approved the ESG allocation recommendation.
- October 10, 2017 – Coalition staff provided to DCHD ESG Community Performance Benchmark graphs and tables for each ESG-funded program, comparing actual 2016-2017 performance to community standards established on July 28, 2016 and approved on August 11, 2016.
- November 30, 2017 – HMIS Management committee, which includes DCHD staff, convened to review specific policies related to HMIS access and usage as well as a reporting template for non-compliant entities. Committee recommended that existing policies be upheld.
- December 14, 2017 – The CoC Board approved the recommendations from the HMIS Management committee as presented.
- March 8, 2018 – The task force, originally created for the purpose of reviewing and recommending performance standards, was formalized as the Community Benchmarks and Performance Committee, and includes a DCHD staff member.

In addition to the regular programmatic review, the City incorporated into ESG contracts a provision allowing the Coalition to evaluate and monitor the performance of ESG-funded programs against the established benchmarks, make recommendations for improvement, and report findings to DCHD. Performance reports on the 2017-2018 ESG Program were provided to the City with the CAPER submission. Quarterly and semi-annual reports for the 2018-2019 ESG Program year have been developed and reviewed with subrecipients.

The City of El Paso supports the Coalition's Planning and HMIS functions through grants from CDBG and ESG. A requirement of the Planning Grant is to ensure organizational policies, planning procedures and training are set in place to maintain an effective HMIS system for the CoC. The Coalition provides updates on HMIS-related issues and initiatives to DCHD on a monthly basis. ESG funds support the operation of HMIS as it applies to ESG-funded programs through training, helpdesk support, reconciliation of data, monthly report generation, and development of ESG CAPER reports for upload into the SAGE HMIS. During the reporting year, no significant modifications were made to the HMIS governance documents other than to update of data elements as required by HUD through the updated data standards.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|---|
| 1 | Agency/Group/Organization | Housing Authority of The City of El Paso |
| | Agency/Group/Organization Type | Housing PHA |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Public Housing Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The HACEP provided housing data for development of additional affordable housing. |
| 2 | Agency/Group/Organization | EL Paso Coalition for the Homeless |
| | Agency/Group/Organization Type | Services-homeless Health Agency Publicly Funded Institution/System of Care Planning organization |
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The El Paso Coalition for the Homeless provided HMIS survey data as well as research analysis interpretations to characterize the needs of the various homeless populations in the City of El Paso. This will enable the City to more efficiently direct its funding sources to programs and projects that will provide services to the homeless. |

| | | |
|---|--|---|
| 3 | Agency/Group/Organization | Community Development Steering Committee |
| | Agency/Group/Organization Type | Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Civic Leaders Public Facilities |
| | What section of the Plan was addressed by Consultation? | Public Facilities; Public Services |

| | |
|---|--|
| <p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p> | <p>The Steering Committee will follow the Proposal Review Process in the Community Development Citizen Participation Plan. Accordingly, the Steering Committee will hold open meetings to review the public service proposals. A single Steering Committee meeting is held in which CD staff will present the budget recommendations developed by the Proposal Review Team. A member of each Review Team will attend in the event the Steering Committee has any questions regarding the process used to develop the budget recommendation. The Steering Committee will review each budget and determine whether to support the recommendation or to deliberate further. If the Steering Committee elects to support the budget as submitted, no further discussion is necessary and it becomes the Steering Committee recommendation for that service category. If the Steering Committee feels that further deliberation is warranted, a meeting is scheduled for affected applicants to attend and response to questions. The Steering Committee will receive verbal and written comments from the public regarding the applications.</p> |
|---|--|

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

The City of El Paso DCHD made every effort to consult all Agency types by advertising in major area newspapers and in the City of El Paso's website, holding public meetings, notifying the news media, and by public contact.

Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--------------------------------|------------------------------------|---|
| Continuum of Care | El Paso Coalition for the Homeless | Increase the services funded through the Emergency Solutions Grant to provide homeless prevention and rapid rehousing programs, implement a CoC-wide common intake coordinated access system, support individual and collaborative grant applications to expand services and housing, and to increase the capacity and quality of case management through extensive professional education and information sharing. |
| City of El Paso Strategic Plan | City of El Paso, Texas | Goal 8) Nurture and Promote a Healthy, Sustainable Community 8.1 Deliver prevention, intervention and mobilization services to promote a healthy, productive and safe community 8.2 Stabilize neighborhoods through community, housing and ADA improvements |

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of El Paso encourages its citizens to provide input in the Annual Plan process. Through its adopted Citizen Participation Plan, the City sets forth policies and procedures to encourage participation by low- and moderate-income persons and residents of predominantly low- and moderate-income neighborhoods to provide the City with information on housing and community development needs as part of the preparation of the Annual Plan. As required by the Citizen Participation Plan, the City conducted a minimum of two public hearings during at least two different stages of the program year.

The City incorporates the Community Development Steering Committee which is a board of citizen volunteers who are appointed by City Council to make funding recommendations to the Council. Members of the Steering Committee attended all the public meetings.

As required by HUD, a 30-day public comment period to obtain citizen's views and to respond to proposals and questions on the draft Annual Plan then took place. Comments received during this period were considered by the City prior to City Council approving the Consolidated Plan and its submission to HUD.

Citizen Participation Outreach

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|---|--------------------------------|------------------------------|--|---------------------|
| 1 | Public Meeting | Steering Committee Review of Policies and Procedures | 12 | None | N/A | |
| 2 | Newspaper Ad | <p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Non-targeted/broad community</p> <p>Newspaper ad in English ran concurrently</p> | N/A | N/A | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-----------------------------------|--|--------------------------------|------------------------------|--|---------------------|
| 3 | Newspaper Ad | Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community Newspaper ad in English ran concurrently | N/A | N/A | N/A | |
| 4 | Training Workshop held on 9/12/17 | Microenterprise Technical Assistance Agencies | 3 | None | N/A | |
| 5 | Training Workshop held on 9/13/17 | City Department Applicants for Public Facilities | 3 | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-----------------------------------|---|--------------------------------|--|--|---------------------|
| 6 | Newspaper Ad | Non-targeted/broad community District 2 and District 4 Community | N/A | N/A | N/A | |
| 7 | Training Workshop held on 9/19/17 | Volunteer Housing Rehabilitation Applicants | 3 | None | N/A | |
| 8 | Training Workshop held on 9/19/17 | Fair Housing Education Applicants | 8 | None | N/A | |
| 9 | Public Meeting | Community Meeting for District 4 Residents | 24 | Specific comments logged as citizen requests and forwarded to appropriate City Department for consideration as projects. | Some projects not eligible for funding; some projects not submitted for funding by City Departments; some projects too expensive with available funding. | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-----------------------------------|--|--------------------------------|--|--|---------------------|
| 10 | Public Meeting | Community Meeting for District 2 Residents | 27 | Specific comments logged as citizen requests and forwarded to appropriate City Department for consideration as projects. | Some projects not eligible for funding; some projects not submitted for funding by City Departments; some projects too expensive with available funding. | |
| 11 | Public Meeting | Non-targeted/broad community Community Meeting Citywide | 16 | Specific comments logged as citizen requests and forwarded to appropriate City Department for consideration as projects. | Some projects not eligible for funding; some projects not submitted for funding by City Departments; some projects too expensive with available funding. | |
| 12 | Training Workshop held on 9/26/17 | Public Service Agencies | 26 | None | N/A | |
| 13 | Training Workshop held on 9/28/17 | City Department Applicants for Public Facilities | 3 | None | N/A | |
| 14 | Training Workshop held on 9/28/17 | Government Entity Applicants for Public Facilities | 5 | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|-----------------------------------|--|--------------------------------|--|--|---------------------|
| 15 | Training Workshop held on 10/2/17 | Housing Opportunities for Persons with AIDS Applicants | 5 | None | N/A | |
| 16 | Public Meeting | CDBG Community Workshop District 2 | 29 | Specific comments logged as citizen requests and forwarded to appropriate City Department for consideration as projects. | Some projects not eligible for funding; some projects not submitted for funding by City Departments; some projects too expensive with available funding. | |
| 17 | Public Meeting | CDBG Community Workshop District 4 | 21 | Specific comments logged as citizen requests and forwarded to appropriate City Department for consideration as projects. | Some projects not eligible for funding; some projects not submitted for funding by City Departments; some projects too expensive with available funding. | |
| 18 | Public Meeting | Steering Committee Meeting | 12 | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--|--------------------------------|--|--|---------------------|
| 19 | Public Meeting | Steering Committee Review Housing, Economic Development, Set-Asides and Incubator Applications | 30 | Citizen support of proposed projects taken into consideration for funding recommendations | N/A | |
| 20 | Public Meeting | Steering Committee Bus Tour | 12 | None | N/A | |
| 21 | Public Meeting | Steering Committee Review of Public Services, HOPWA and ESG Applications | 34 | Citizen support of proposed projects taken into consideration for funding recommendations. | N/A | |
| 22 | Public Meeting | Steering Committee Review of Accessibility and Street-Related Projects | 30 | Citizen support of proposed projects taken into consideration for funding recommendations. | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|---|--------------------------------|--|--|---------------------|
| 23 | Public Meeting | Steering Committee Review of Government Entity Public Facilities Projects | 23 | Citizen support of proposed projects taken into consideration for funding recommendations. | N/A | |
| 24 | Public Meeting | Steering Committee Review of City Department Public Facilities | 25 | Citizen support of proposed projects taken into consideration for funding recommendations. | N/A | |
| 25 | Public Meeting | Steering Committee Review of Administrative Budgets | 19 | Citizen support of proposed projects taken into consideration for funding recommendations. | N/A | |
| 26 | Public Meeting | Steering Committee Budget Recommendations | 15 | None | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|------------------|--|--------------------------------|---|--|---------------------|
| 27 | Public Meeting | Proposed Annual Action Plan is Presented to City Council | 46 | City Representative Alessandra Annello requested an analysis of Leona Ford Washington Improvements for potential funding. City Representative Sam Morgan thanked the Department of Community and Human Development (DCHD) for all of their hard work, and was satisfied with the project selections made by DCHD staff and the CD Steering Committee. | N/A | |

| Sort Order | Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments received | Summary of comments not accepted and reasons | URL (If applicable) |
|------------|---|--|--------------------------------|------------------------------|--|---------------------|
| 28 | Newspaper Ad | Community in Eastside, Westside, Central, Lower Valley and Northeast | TBD | TBD | TBD | |
| 29 | Public Comment Period 6/03/18 - 7/02/18 | Community in Eastside, Westside, Central, Lower Valley and Northeast | TBD | TBD | TBD | |
| 30 | Public Meeting | Final Annual Action Plan is Presented to City Council | TBD | TBD | TBD | |

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The four entitlement grants received by the City of El Paso – Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Partnerships Investment (HOME), and Housing Opportunities for Persons Living with HIV/AIDS (HOPWA) are used to fund a variety of public service, public facilities, homeless and housing programs throughout the City. The grants leverage a variety of funds from local, private, other federal and state grants that double or triple the funds available to low- and moderate –income families and neighborhoods.

Anticipated Resources

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|---|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 6,255,263 | 700,000 | 0 | 6,955,263 | 5,885,251 | The City will have available funding of \$700,000 in CDBG RLF for year 4; it is projected to remain the same amount for year 5. The annual CDBG allocation is projected to decrease 7% for year 5 using the current funding levels. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 2,584,816 | 2,000,000 | 0 | 4,584,816 | 5,211,714 | The City assumes a 7% decrease in year 5 using the current projected levels. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| HOPWA | public - federal | Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA | 492,798 | 0 | 0 | 492,798 | 260,151 | The City assumes a 7% decrease in year 5 using the current projected levels. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|--|----------------------------------|--------------------|--------------------------|-----------|---|--|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| ESG | public - federal | Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing | 527,078 | 0 | 0 | 527,078 | 467,989 | The City assumes a 7% decrease in year 5 using the current projected levels. |

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Remainder of ConPlan \$ | Narrative Description |
|---------|------------------|---------------|----------------------------------|--------------------|--------------------------|------------|---|---|
| | | | Annual Allocation: \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| Other | public - federal | Other | 13,059,776 | 0 | 0 | 13,059,776 | 17,693,754 | This amount reflects the required project match and other matching funds that can be met through a variety of sources: other federal, state, local, private and in-kind. The projections for the leveraging for the remainder of the Consolidated Plan will decrease 5% each year for CDBG, decrease 10% each year for HOME, increase 2% each year for HOPWA and increase 5% each year for ESG. |

Table 5 - Expected Resources – Priority Table

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

- Additional resources come from many sources including local funds, private funds, other federal grants and state funds.
- ESG sub-recipients are required to match grant funds with an equal amount of cash and/or noncash contributions, which include donated items, fair market rate on bldgs, staff hours, and volunteer services.
- HOME programs leverage private investment in new and rehabilitated rental properties.
- There is no match requirements for HOME funds in El Paso, Texas.

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

No public land will be used to address the needs identified in this plan.

Discussion

See above.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|--------------------|-----------------|---|--|--|
| 1 | DH 1.1 Fair Housing Education Activities | 2015 | 2019 | Affordable Housing | Citywide | DH 1.1 Fair Housing Education Activities | CDBG: \$25,000 Leverage: \$7,000 | Public service activities for Low/Moderate Income Housing Benefit: 60 Households Assisted |
| 2 | DH 1.2 Housing Counseling Services for FTHB | 2015 | 2019 | Affordable Housing | Citywide | DH 1.2 Housing Counseling Services for FTHB | CDBG: \$40,000 Leverage: \$67,958 | Public service activities for Low/Moderate Income Housing Benefit: 120 Households Assisted |
| 3 | DH 2.1 Owner Occupied Housing Rehabilitation | 2015 | 2019 | Affordable Housing | Citywide | DH 2.1 Owner-Occupied Rehabilitation | CDBG: \$512,990 HOME: \$1,122,067 Leverage: \$25,000 | Homeowner Housing Rehabilitated: 69 Household Housing Unit |
| 4 | DH 2.2 First Time Homebuyer Assistance | 2015 | 2019 | Affordable Housing | Citywide | DH 2.2 First Time Homebuyer | CDBG: \$120,000 HOME: \$730,000 | Direct Financial Assistance to Homebuyers: 21 Households Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|---|------------|----------|-----------------------------------|-----------------|---|--|--|
| 5 | DH 2.3 Rental Housing by Developers | 2015 | 2019 | Affordable Housing | Citywide | DH 2.3 Rental Housing By Developers | CDBG: \$97,203 HOME: \$1,712,134 | Rental units constructed: 9 Household Housing Unit Rental units rehabilitated: 1 Household Housing Unit |
| 6 | DH 2.4 New Housing by CHDO's | 2015 | 2019 | Affordable Housing | Citywide | DH 2.4 Rental Housing By CHDO's | HOME: \$562,134 | Rental units constructed: 3 Household Housing Unit |
| 7 | DH 2.5 Housing for Persons Living w/HIV (TBRA) | 2015 | 2019 | Affordable Housing | Citywide | DH 2.5 HIV/AIDS Tenant Based Rental Assistance | HOPWA: \$478,015 | Tenant-based rental assistance / Rapid Rehousing: 52 Households Assisted |
| 8 | SL 1.1 Services for Children and Youth | 2015 | 2019 | Non-Housing Community Development | Citywide | SL 1.1 Children and Youth Services | CDBG: \$268,583 Leverage: \$1,945,119 | Public service activities other than Low/Moderate Income Housing Benefit: 1868 Persons Assisted |
| 9 | SL 1.2 Services for Seniors & Persons w/Disabilit | 2015 | 2019 | Non-Housing Community Development | Citywide | SL 1.2 Seniors & Persons with Disabilities Svcs | CDBG: \$203,583 Leverage: \$2,711,805 | Public service activities other than Low/Moderate Income Housing Benefit: 452 Persons Assisted |
| 10 | SL 1.3 Services for Mental and Medical Health | 2015 | 2019 | Non-Housing Community Development | Citywide | SL 1.3 Mental and Medical Health Services | CDBG: \$213,582 Leverage: \$2,318,973 | Public service activities other than Low/Moderate Income Housing Benefit: 1672 Persons Assisted |
| 11 | SL 1.4 Services in emergency shelters | 2015 | 2019 | Homeless | Citywide | SL 1.4 Homeless, Emergency Shelter and Housing | CDBG: \$173,583 Leverage: \$2,358,417 | Public service activities other than Low/Moderate Income Housing Benefit: 775 Persons Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|-----------------------------------|-----------------|---|-------------------|---|
| 12 | SL 1.8 Public Facilities - Neighborhood | 2015 | 2019 | Non-Housing Community Development | Citywide | SL1.8 Public Facilities- Neighborhood | CDBG: \$1,741,502 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 63800 Persons Assisted |
| 13 | SL 1.11 Public Facilities - Parks | 2015 | 2019 | Non-Housing Community Development | Citywide | SL1.11 - Public facilities - Parks | CDBG: \$1,189,526 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 7850 Persons Assisted |
| 14 | SL 1.13 Infrastructure - Street and Curb Cuts | 2015 | 2019 | Non-Housing Community Development | Citywide | SL1.13 Infrastructure-Street and Curb Cuts | CDBG: \$845,950 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15730 Persons Assisted |
| 15 | SL 1.14 Infrastructure - Sidewalks | 2015 | 2019 | Non-Housing Community Development | Citywide | SL1.14 Infrastructure- Sidewalks | CDBG: \$19,300 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 5870 Persons Assisted |
| 16 | SL 1.15 Accessibility & Audible Pedestrian Signals | 2015 | 2019 | Non-Housing Community Development | Citywide | SL1.15 Accessibility & Audible Pedestrian Signals | CDBG: \$66,776 | Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 51880 Persons Assisted |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|--|------------|----------|-----------------------------------|-----------------|--|---|--|
| 17 | SL 1.16 Emergency Solutions Grant Activities | 2015 | 2019 | Homeless | Citywide | SL 1.16 Emergency Solutions Grant Activities | ESG: \$527,078 Leverage: \$3,516,258 | Tenant-based rental assistance / Rapid Rehousing: 31 Households Assisted Homeless Person Overnight Shelter: 1393 Persons Assisted Homelessness Prevention: 73 Persons Assisted Other: 8 Other |
| 18 | EO 1.1 Job Training and Education | 2015 | 2019 | Non-Housing Community Development | Citywide | EO 1.1 Job Training and Education Services | CDBG: \$40,000 Leverage: \$78,750 | Public service activities other than Low/Moderate Income Housing Benefit: 118 Persons Assisted |
| 19 | EO 1.2 Microenterprise technical assistance | 2015 | 2019 | Economic Opportunity | Citywide | EO 1.2 Microenterprise Technical Assistance | CDBG: \$90,000 Leverage: \$30,496 | Businesses assisted: 110 Businesses Assisted |
| 20 | CDBG Administration | 2015 | 2019 | CDBG Administration | Citywide | Administration | CDBG: \$1,165,078 | Other: 1 Other |
| 21 | Continuum Planning | 2015 | 2019 | Continuum Planning | Citywide | Continuum Planning | CDBG: \$52,800 | Other: 1 Other |
| 22 | HOME Administration | 2015 | 2019 | HOME Administration | Citywide | Administration | CDBG: \$89,807 HOME: \$458,481 | Other: 1 Other |
| 23 | HOPWA Administration | 2015 | 2019 | HOPWA Administration | Citywide | Administration | HOPWA: \$14,783 | Other: 1 Other |

Table 6 – Goals Summary

Goal Descriptions

| | | |
|---|-------------------------|---|
| 1 | Goal Name | DH 1.1 Fair Housing Education Activities |
| | Goal Description | <ul style="list-style-type: none"> Public service activities to benefit low/moderate income households: 60 Project Vida \$25,000 |
| 2 | Goal Name | DH 1.2 Housing Counseling Services for FTHB |
| | Goal Description | <ul style="list-style-type: none"> Public service activities to benefit low/moderate income households: 120 Project BRAVO, Inc. \$40,000 |
| 3 | Goal Name | DH 2.1 Owner Occupied Housing Rehabilitation |
| | Goal Description | <ul style="list-style-type: none"> CDBG & HOME Funds Total: 69 units; \$1,635,056.50: CDBG Rebuild Together: 43 units; \$120,000 (CDBG) Minor repair and sewer connection: 6 units; \$35,000 (CDBG) Single family owner occupied rehabilitation program: 20 units; \$357,990 (CDBG) + \$1,122,066.50 (HOME) Geographic Areas Included: Citywide, District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table). |
| 4 | Goal Name | DH 2.2 First Time Homebuyer Assistance |
| | Goal Description | <ul style="list-style-type: none"> CDBG: 3 units; \$120,000 HOME: 18 units; \$730,000 |
| 5 | Goal Name | DH 2.3 Rental Housing by Developers |
| | Goal Description | <ul style="list-style-type: none"> CDBG: 1 units; \$97,203 HOME: 9 units; \$1,712,134.25 |
| 6 | Goal Name | DH 2.4 New Housing by CHDO's |
| | Goal Description | <ul style="list-style-type: none"> HOME: 3 units; \$562,134.25 |

| | | |
|---|-------------------------|--|
| 7 | Goal Name | DH 2.5 Housing for Persons Living w/HIV (TBRA) |
| | Goal Description | <ul style="list-style-type: none"> Housing activities to benefit persons living with HIV/AIDS and their families: \$391,684 Supportive Services to benefit persons living with HIV/AIDS and their families: \$57,386 Sponsor Administration to benefit persons living with HIV/AIDS and their families: \$28,945 |
| 8 | Goal Name | SL 1.1 Services for Children and Youth |
| | Goal Description | <p>Public service activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> CASA of El Paso: \$43,396 Paso Del Norte Child Development Center: 43,396 Project Vida – Early Childhood Development: \$43,396 Project Vida – After School Enrichment and Youth Program: \$43,395 City Parks and Recreation Dept – Neighborhood Youth Outreach: \$30,000 City Parks and Recreation Dept – Sun Country Recreation: \$65,000 <p>\$268,583 in total to benefit 1,868 persons.</p> |
| 9 | Goal Name | SL 1.2 Services for Seniors & Persons w/Disabilit |
| | Goal Description | <p>Public service activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> City Foster Grandparent Program: \$43,395 El Paso County Nutrition Program: \$43,396 Project Amistad: \$43,396 Paso Del Norte CDC: \$43,396 City Parks and Recreation Department – Disability Exercise Program: \$30,000 <p>\$203,583 in total to benefit 452 persons.</p> |

| | | |
|-----------|-------------------------|--|
| 10 | Goal Name | SL 1.3 Services for Mental and Medical Health |
| | Goal Description | <p>Public service activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Center Against Sexual and Family Violence: \$40,618 • Centro San Vicente: \$37,620 • El Paso Child Guidance Center: \$44,380 • Project Vida Health Center: \$50,964 • Family Service of El Paso: \$40,000 <p>\$213,582 in total to benefit 1,672 persons.</p> |
| 11 | Goal Name | SL 1.4 Services in emergency shelters |
| | Goal Description | <p>Public service activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Center Against Sexual and Family Violence: \$43,866 • El Paso Center for Children: \$40,052 • El Paso Human Services: \$43,922 • YWCA El Paso Del Norte: \$45,743 <p>\$173,583 in total to benefit 775 persons.</p> |
| 12 | Goal Name | SL 1.8 Public Facilities - Neighborhood |
| | Goal Description | <p>Public facility activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Memorial Park Library Teen Room Expansion: \$220,800 • Leona Ford Washington Recreation Center Improvements: \$569,600 • EPISD Gene Roddenberry Planetarium Relocation: \$951,102 <p>\$1,741,502 in total to benefit 63,800 persons.</p> <ul style="list-style-type: none"> • Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table). |

| | | |
|-----------|-------------------------|--|
| 13 | Goal Name | SL 1.11 Public Facilities - Parks |
| | Goal Description | <p>Public facility activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Housing Authority of EP – Baird/Hart Improvements: \$609,026 • Student Memorial Park Improvements: \$580,500 <p>\$1,189,526 in total to benefit 7,850 persons.</p> <ul style="list-style-type: none"> • Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table). |
| 14 | Goal Name | SL 1.13 Infrastructure - Street and Curb Cuts |
| | Goal Description | <p>Public facility activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Street Improvements on Trowbridge Ave: \$214,650 • Street Improvements on Fort Boulevard: \$354,400 • Wheelchair Ramps north of Terrace Hills MS: \$155,400 • Wheelchair Ramps north of Terrace Hills MS: \$121,500 <p>\$845,950 in total to benefit 15,730 persons.</p> <ul style="list-style-type: none"> • Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table). |
| 15 | Goal Name | SL 1.14 Infrastructure - Sidewalks |
| | Goal Description | <p>Public facility activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Sidewalk Gaps on Sun Valley and Pheasant: \$19,300 <p>\$19,300 in total to benefit 5,870 persons.</p> <ul style="list-style-type: none"> • Geographic Areas Included: District 4 (Note that District 4 are not listed in the geographic areas table). |

| | | |
|----|-------------------------|--|
| 16 | Goal Name | SL 1.15 Accessibility & Audible Pedestrian Signals |
| | Goal Description | <p>Public facility activities to benefit low/moderate income persons:</p> <ul style="list-style-type: none"> • Install APS Citywide: \$66,776. Site location(s) will be selected from the following options: <ul style="list-style-type: none"> - Montana at Trowbridge (Dist 2) - Edgemere at George Dieter (Dist 5) - Yarbrough at Montana (Dist 3) - Sunmount at Viscount (Dist 3) - North Loop at Yarbrough (Dist 7) - Montana at Airway (Dist 3) - Lee Trevino at Trawood (Dist 7) - Saul Kleinfeld at Edgemere (Dist 5) - Pebble Hills at Saul Kleinfeld (Dist 5) - Gateway West at Hawkins (Dist 3) <p>\$66,776 in total to benefit persons of presumed benefit (51,880 persons).</p> |

| | | |
|----|-------------------------|---|
| 17 | Goal Name | SL 1.16 Emergency Solutions Grant Activities |
| | Goal Description | <p>Funding shown is for 2018-2019 projects:</p> <ul style="list-style-type: none"> • El Paso Coalition for the Homeless: \$36,128 (HMIS) HMIS = 8 ESG-funded agencies • El Paso Human Services: \$36,128 (Rapid Rehousing) RRA = 12 persons, 8 households • Emergence Health Network: \$76,603 (Street Outreach) SO = 95 persons, 95 households • La Posada Home, Inc.: \$38,759 (Homelessness Prevention), \$13,979 (Rapid Rehousing); \$52,738 in total HP = 30 persons, 18 households; RRA = 12 persons, 12 households • El Paso Homeless Consortium Opportunity Center for the Homeless: \$57,103 (Street Outreach) SO = 305 persons, 11 households • Willie Sanchez Rosales Opportunity Center for the Homeless: \$36,128 (Emergency Shelter) ES = 37 persons, 11 households • Project Vida, Inc.: \$10,160 (Emergency Shelter), \$48,928 (Homelessness Prevention), \$38,710 (Rapid Rehousing); \$97,798 in total. ES = 12 persons, 3 households; HP = 33 persons, 12 households; RRA = 27 persons; 9 households • Reynolds Home: \$36,128 (Emergency Shelter) ES = 135 persons, 45 households • The Salvation Army: \$48,708 (Emergency Shelter), \$8,710 (Homelessness Prevention), \$3,710 (Rapid Rehousing); \$61,128 in total. ES = 809 persons, 269 households; HP = 10 persons, 10 households; RRA = 5 persons, 2 households • ESG Administration: \$37,196 <p>\$527,078 in total to benefit 1,522 persons/505 households.</p> |
| 18 | Goal Name | EO 1.1 Job Training and Education |
| | Goal Description | <ul style="list-style-type: none"> • Public service activities to benefit low/moderate income persons: 118 • CASFV – Economic Stability Program - \$40,000 |

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| 19 | Goal Name | EO 1.2 Microenterprise technical assistance |
| | Goal Description | <ul style="list-style-type: none"> Public service activities to benefit low/moderate income persons: 110 businesses Project Vida - \$90,000 |
| 20 | Goal Name | CDBG Administration |
| | Goal Description | <p>Funding is for 2018-2019 projects to provide program management and coordination:</p> <ul style="list-style-type: none"> Program Administration: \$991,394.77 Indirect Costs: \$173,683.23 |
| 21 | Goal Name | Continuum Planning |
| | Goal Description | <p>Funding is for 2018-2019 projects to provide planning, management and support for El Paso's Continuum of Care: \$52,800</p> |
| 22 | Goal Name | HOME Administration |
| | Goal Description | <p>Funding is for 2018-2019 projects to provide planning and management for the HOME program:</p> <ul style="list-style-type: none"> HOME: \$458,481 CDBG: \$89,807 |
| 23 | Goal Name | HOPWA Administration |
| | Goal Description | <p>Funding is for 2018-2019 projects to provide planning and management for the HOPWA program: \$14,783</p> |

Projects

AP-35 Projects – 91.220(d)

Introduction

This is a list of the projects that will be funded during the 2018-2019 Program Year with the Community Development Block Grant (CDBG), Home Investment Partnerships (HOME) Grant, Emergency Solutions Grant (ESG) and the Housing Opportunities for Persons Living with AIDS (HOPWA) Grant.

Projects

| # | Project Name |
|----|---|
| 1 | DH 1.1 Fair Housing Education |
| 2 | DH 1.2 First Time Homebuyers Counseling and Education |
| 3 | DH 2.1 Housing Rehabilitation Assistance |
| 4 | DH 2.2 First Time Homebuyer Assistance |
| 5 | DH 2.3 Rental Housing Rehabilitation by Developers |
| 6 | DH 2.4 New Housing Construction by CHDO's |
| 7 | DH 2.5 Services for Persons Living with HIV/AIDS |
| 8 | SL 1.1 Children and Youth Services |
| 9 | SL 1.2 Seniors and Persons with Disabilities Services |
| 10 | SL 1.3 Mental and Medical Health Services |
| 11 | SL 1.4 Homeless, Emergency Shelter and Housing Services |
| 12 | SL 1.8 Public Facilities - Neighborhood |
| 13 | SL 1.11 Public Facilities - Parks |
| 14 | SL 1.13 Infrastructure - Streets and Curb Cuts |
| 15 | SL 1.14 Infrastructure - Sidewalks |
| 16 | SL 1.15 Accessibility and Audible Pedestrian Signals |
| 17 | SL 1.16 Emergency Solutions Grant Activities |
| 18 | EO 1.1 Job Training and Education Services |
| 19 | EO 1.2 Microenterprise Technical Assistance |
| 20 | CDBG Program Administration |
| 21 | Continuum Planning and Administration |
| 22 | HOME Administration |
| 23 | HOPWA City Administration |

Table 7 - Project Information

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

The allocation priorities are based on the results of housing market and demographic analysis and the survey conducted for the Consolidated Plan, the requests of citizens, community housing needs, review and recommendation of the Steering Committee. The main obstacle in addressing underserved needs is the lack of funding impacting higher construction, public service/facilities, and housing costs. The City of El Paso encourages CDBG/HOME applicants to seek additional resources from other public and private entities to more aptly leverage limited CDBG/HOME funds.

AP-38 Project Summary

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| 1 | Project Name | DH 1.1 Fair Housing Education |
| | Target Area | Citywide |
| | Goals Supported | DH 1.1 Fair Housing Education Activities |
| | Needs Addressed | DH 1.1 Fair Housing Education Activities |
| | Funding | CDBG: \$25,000 Leverage: \$7,000 |
| | Description | This project will provide availability and accessibility to decent affordable housing. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | Approximately 60 households will have access to or availability of fair housing information through outreach, referral and participation activities, for the purpose of accessing decent affordable housing. |
| | Location Description | <ul style="list-style-type: none"> Citywide Project Vida, 3607 Rivera Ave., El Paso, TX 79905 |
| | Planned Activities | This program will provide outreach and informational services on the requirements and protections of the Fair Housing Act in support of the Fair Housing Officer in El Paso. This program will reach out to local associations of realtors and mortgage lenders, local homebuilders associations and other groups involved in home development, sales, rentals and related services with the intention of creating awareness of Fair Housing. Low-income populations who may be unaware of the forms and practices of housing discrimination will benefit as well. Awareness and knowledge of potential problems and remedies will be made available to the public. |
| 2 | Project Name | DH 1.2 First Time Homebuyers Counseling and Education |
| | Target Area | Citywide |
| | Goals Supported | DH 1.2 Housing Counseling Services for FTHB |
| | Needs Addressed | DH 1.2 Housing Counseling Services for FTHB |

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| | Funding | CDBG: \$40,000 Leverage: \$67,958 |
| | Description | First Time Homebuyer Counseling and Education Program will provide citywide comprehensive housing counseling and education services to low- and moderate income families who are potential homebuyers. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 120 first time homebuyer families seeking access to counseling and education services. |
| | Location Description | <ul style="list-style-type: none"> • Citywide • Project BRAVO First Time Homebuyer Counseling and Education, 2000 Texas Avenue, El Paso, Texas 79901 |
| | Planned Activities | First Time Homebuyer Counseling and Education Program will provide citywide comprehensive housing counseling and education services to low- and moderate income families who are potential homebuyers under the City's First Time Homebuyer Assistance Program or who are at-risk homeowners facing homelessness due to mortgage default and a possible home foreclosure. Services will consist of a homebuyer orientation class, personal financial literacy class, one-to-one and group housing counseling sessions, incubation counseling program to work through the challenges to home ownership or home preservation, homebuyer education seminar, loan origination services, and post-purchase education including mortgage default and foreclosure prevention counseling. |
| 3 | Project Name | DH 2.1 Housing Rehabilitation Assistance |
| | Target Area | Citywide |
| | Goals Supported | DH 2.1 Owner Occupied Housing Rehabilitation |
| | Needs Addressed | DH 2.1 Owner-Occupied Rehabilitation |
| | Funding | CDBG: \$512,990 HOME: \$1,122,067 Leverage: \$25,000 |
| | Description | This project will provide affordability to decent housing. |
| | Target Date | 8/31/2019 |

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| | Estimate the number and type of families that will benefit from the proposed activities | 69 households (17 HOME, 9 CDBG RLF and 43 Rebuilding Together) will be assisted through single-family, owner-occupied rehabilitation, minor repair program, sewer connection and the Rebuilding Together project. |
| | Location Description | Citywide, District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table). |
| | Planned Activities | Owner occupied single family housing rehabilitation to include minor repairs, sewer connections (Citywide) and minor housing rehabilitation for seniors and disabled homeowners (District 2 and District 4). |
| 4 | Project Name | DH 2.2 First Time Homebuyer Assistance |
| | Target Area | Citywide |
| | Goals Supported | DH 2.2 First Time Homebuyer Assistance |
| | Needs Addressed | DH 2.2 First Time Homebuyer |
| | Funding | CDBG: \$120,000 HOME: \$730,000 |
| | Description | This project will provide safe, affordable and decent housing. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 21 households will be assisted through this project. |
| | Location Description | Citywide |
| | Planned Activities | Provide first time homebuyers with a loan for down payment and closing costs assistance. |
| 5 | Project Name | DH 2.3 Rental Housing Rehabilitation by Developers |
| | Target Area | Citywide |
| | Goals Supported | DH 2.3 Rental Housing by Developers |
| | Needs Addressed | DH 2.3 Rental Housing By Developers |
| | Funding | CDBG: \$97,203 HOME: \$1,712,134 |
| | Description | This project will provide affordability to decent housing. |

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| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 10 household housing units will be supported through this project. |
| | Location Description | Citywide |
| | Planned Activities | Rehabilitation and construction of rental units available for low to moderate income households. |
| 6 | Project Name | DH 2.4 New Housing Construction by CHDO's |
| | Target Area | Citywide |
| | Goals Supported | DH 2.4 New Housing by CHDO's |
| | Needs Addressed | DH 2.4 Rental Housing By CHDO's |
| | Funding | HOME: \$562,134 |
| | Description | This project will provide affordability to decent housing. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 3 household housing units will be supported through this project. |
| | Location Description | Citywide |
| | Planned Activities | New rental units to be constructed by Community Housing Development Organization (CHDO) for very low and low income tenants. |
| 7 | Project Name | DH 2.5 Services for Persons Living with HIV/AIDS |
| | Target Area | Citywide |
| | Goals Supported | DH 2.5 Housing for Persons Living w/HIV (TBRA) |
| | Needs Addressed | DH 2.5 HIV/AIDS Tenant Based Rental Assistance |
| | Funding | HOPWA: \$478,015 |
| | Description | This project will provide affordability to decent housing. |
| | Target Date | 8/31/2019 |

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| | Estimate the number and type of families that will benefit from the proposed activities | A total of 52 low-to-moderate income families will be assisted with tenant based rental assistance, supportive services and agency administration. |
| | Location Description | City of El Paso – Public Health, 701 Montana Ave., El Paso TX 79902 |
| | Planned Activities | Enable low- income persons living with HIV/AIDS, and their families, to establish or better maintain a stable living environment in housing that is decent, safe and sanitary by providing long-term housing assistance through tenant-based rental assistance and permanent housing placement. |
| 8 | Project Name | SL 1.1 Children and Youth Services |
| | Target Area | Citywide |
| | Goals Supported | SL 1.1 Services for Children and Youth |
| | Needs Addressed | SL 1.1 Children and Youth Services |
| | Funding | CDBG: \$268,583 Leverage: \$1,945,119 |
| | Description | These programs will provide improved access to suitable living environments with a comprehensive range of services for children and youth through educational and personal development opportunities, including but not limited to those children and youth with special needs. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | A total of 1,868 low-to-moderate families will be assisted from the 6 activities. |

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| | Location Description | <ul style="list-style-type: none"> • CASA of El Paso, Court Appointed Special Advocates - \$43,396 221 N. Kansas Ste. #1501, El Paso TX 79901 • Paso del Norte, Child Development Center - \$43,396 1101 E. Schuster, El Paso TX 79902 for El Papalote Inclusive CDC • Project Vida, Early Childhood Development - \$43,396 3607 Rivera, El Paso TX 79905 • Project Vida, After School Enrichment & Youth Program - \$43,395 3607 Rivera, El Paso TX 79905 • City of El Paso Parks & Recreation Department, Neighborhood Youth Outreach Program – \$30,000 Burleson Elementary, 4400 Blanco Ave, EPT 79905, Cooley Elementary, 107 N. Collingsworth St., EPT 79905, Douglass Elementary, 101 S. Eucalyptus St. EPT 79905, Roberts Elementary, 341 Thorn Ave., EPT 79932, Stanton Elementary, 5414 Hondo Pass Dr., EPT 79924, Chihuahueta Rec Center 417 Charles Rd. EPT 79901 • City of El Paso Parks & Recreation Department, Sun Country Recreation - \$65,000 Armijo Rec. Center, 700 E. Seventh St., EPT 79901; Carolina Rec. Center, 563 N. Carolina Dr., EPT 79915; Don Haskins Rec. Center, 7400 High Ridge Dr., EPT 79912; Galatzan Rec. Center, 650 Wallenberg Dr., EPT 79912; Gary Del Palacio Rec. Center, 3001 Parkwood Dr., EPT 79925; L.F. Washington, 3400 E. Missouri St., EPT 79903; Marty Robbins Rec. Center, 11600 Vista Del Sol Dr., EPT 79935; Multipurpose Rec. Center, 9031 Viscount Blvd., EPT 79925; Nolan Richardson Rec. Center, 4435 Maxwell Dr., EPT 79904; Pat O'Rourke Rec. Center, 901 N. Virginia St., EPT 79902; Pavo Real Rec. Center, 9301 Alameda Ave., EPT 79907; San Juan Rec Center, 701 Glenwood St., EPT 79912; Seville Rec. Center, 6700 Sambrano Ave., EPT 79905; Veterans Rec. Center, 5301 Salem Dr., EPT 79924 |
| | Planned Activities | The agencies in this service category proposed a comprehensive range of services to include licensed child care, dropout and gang prevention, sports and recreation, educational programs, after-school tutoring programs, self-esteem building, respite and urgent residential care, and special services for children with cancer and their siblings and for children in the court system. |
| 9 | Project Name | SL 1.2 Seniors and Persons with Disabilities Services |

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| Target Area | Citywide |
| Goals Supported | SL 1.2 Services for Seniors & Persons w/Disabilit |
| Needs Addressed | SL 1.2 Seniors & Persons with Disabilities Svcs |
| Funding | CDBG: \$203,583 Leverage: \$2,711,805 |
| Description | These programs will provide improved access to a suitable living environment by providing a continuum of care that includes a comprehensive range of services and safety net services for seniors and persons with disabilities. |
| Target Date | 8/31/2019 |
| Estimate the number and type of families that will benefit from the proposed activities | A total of 452 low-to-moderate families will be assisted from the 5 activities. |
| Location Description | <ul style="list-style-type: none"> • City of El Paso, Foster Grandparent Program - \$43,395 801 Texas City 3, El Paso TX 79901 (Admin), Aoy Elementary 901 S. Campbell, 79901, Barcelona Head Start 328 Barcelona, 79905, Burleson Elementary 4400 Blanco, 79905, CASFV, Confidential Address, CASFV Family Resource Center 580 Giles, 79915, Clardy Elementary 5508 Delta Dr. 79905, Crockett Elementary 3200 Wheeling 79930, Hillside Elementary 4500 Clifton, 79903, Juvenile Probation Dept. 6400 Delta, 79905, Messita ECDC at Vilas 220 Lawton Dr. 79902, Mesita Elementary 3307 N. Station, 79902, Paul Moreno Elementary 2300 San Diego 7993, Parkdale Head Start 6105 Delta Dr. 79905 Travis Elementary 5800 Stevens, 79930 • County of El Paso, El Paso City-County Nutrition Program - \$43,396 6314 Delta Dr. El Paso, TX 79905 • Project Amistad, Money Management & Social Services - \$43,396 3210 Dyer Street, El Paso TX 79930 • Paso Del Norte CDC, Applied Behavior Analysis – \$43,396 1101 E. Schuster El Paso TX 79902 • City of El Paso Parks & Recreation Department, Disability Exercise Program - \$30,000 9031 Viscount Blvd., El Paso TX 79925 |

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| | Planned Activities | Agencies will provide a wide variety of services to persons aged 62 and older and persons with disabilities met to form a collaborative approach to a continuum of care. Since they often experience similar needs, most of these programs are targeted toward both seniors and adults with disabilities. Services to seniors include representative payee services, stipend volunteer opportunities, homebound meals, therapy by licensed therapists to bring about positive developmental and behavior changes, and safe and appropriate citywide recreation activities. Services to persons with disabilities include homebound meals, advocacy training for parents of children with disabilities, and safe and appropriate citywide recreation activities. |
| 10 | Project Name | SL 1.3 Mental and Medical Health Services |
| | Target Area | Citywide |
| | Goals Supported | SL 1.3 Services for Mental and Medical Health |
| | Needs Addressed | SL 1.3 Mental and Medical Health Services |
| | Funding | CDBG: \$213,582 Leverage: \$2,318,973 |
| | Description | These programs will provide improved access to a suitable living environment by the provision of a comprehensive range of mental and medical health services and expand medical and mental health services that promote long-term sustainability. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | A total of 1,672 low-to-moderate families will be assisted from 5 activities. |

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| | Location Description | <ul style="list-style-type: none"> Center Against Sexual and Family Violence, Mental Health Services for Survivors of Domestic Violence - \$40,618 508 Giles, El Paso TX 79915 Centro San Vicente, Medical Home Program - \$37,620 8061 Alameda, El Paso TX 79915 El Paso Child Guidance Center, Mental Health & Abuse Intervention - \$44,380 2701 E. Yandell El Paso TX 79903 Project Vida, Integrated Primary Healthcare - \$50,964 3607 Rivera, El Paso TX 79905 Family Service of El Paso, Mental Health Services - \$40,000 6040 Surety Drive, El Paso TX 79905 |
| | Planned Activities | The Health Service Category addresses most of El Paso's low-income areas. Services include primary and preventive health care and education, case management, psychiatric evaluation, psychotherapy and counseling. |
| 11 | Project Name | SL 1.4 Homeless, Emergency Shelter and Housing Services |
| | Target Area | Citywide |
| | Goals Supported | SL 1.4 Services in emergency shelters |
| | Needs Addressed | SL 1.4 Homeless, Emergency Shelter and Housing |
| | Funding | CDBG: \$173,583 Leverage: \$2,358,417 |
| | Description | These projects will provide increased availability and accessibility to a suitable living environment with homeless, emergency shelter and housing activities. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | A total of 775 presumed benefit families will be assisted from 4 activities. |

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| | Location Description | <ul style="list-style-type: none"> Center Against Family Violence, Emergency Shelter for Victims of Domestic Abuse - Emergency Shelter - \$43,866 P.O. Box 26219, El Paso, Texas, 79926 (Administration and Project Undisclosed Address) El Paso Center for Children, Runaway and Homeless Shelter - \$40,052 2200 N. Stevens St. El Paso, Texas, 79930 El Paso Human Services, Winchester House - \$43,922 1001 Montana Ave., El Paso, Texas 79902 YWCA El Paso del Norte Region, Sara McKnight Program - \$45,743 201 E. Main St., Ste. 400, El Paso, Texas, 79901; 3700 Altura Ave., El Paso, Texas 79930 (Project) |
| | Planned Activities | Agencies that serve the homeless and those in need of emergency shelter formed a service category to serve the broad spectrum of needs of this population. Emergency shelter services for victims of domestic violence, runaway youth and homeless individuals and families. |
| 12 | Project Name | SL 1.8 Public Facilities - Neighborhood |
| | Target Area | Citywide |
| | Goals Supported | SL 1.8 Public Facilities - Neighborhood |
| | Needs Addressed | SL1.8 Public Facilities-Neighborhood |
| | Funding | CDBG: \$1,741,502 |
| | Description | This project will provide availability and accessibility to a suitable living environment by improving neighborhood facilities. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 64,070 persons will benefit from three projects. |

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| | Location Description | <ul style="list-style-type: none"> Memorial Park Library Teen Room Expansion, District 2 - \$220,800 3200 Copper Ave, El Paso 79930 Leona Ford Washington Recreation Center Improvements - \$569,600 3400 E Missouri Ave, El Paso 79903 EPISD Gene Roddenberry Planetarium Relocation, District 4 - \$951,102 9465 Roanoke Drive, El Paso 79924 <p>Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table).</p> |
| | Planned Activities | <ul style="list-style-type: none"> <u>Memorial Park Library Teen Room Expansion – District 2:</u> Project will included 25 ft by 16 ft addition for an enclosed teen space to the northwest corner of the current building next to the adult reading area; removal of existing picnic table; removal of doors and windows; selective concrete demolition; grade area; installation of acoustic ceilings, roof insulation, floor tile and coverings, masonry walls; installation of HVAC system; installation of 8 new windows, one exterior steel door, one interior steel door; paint interior; and upgrade to electrical system. <u>Leona Ford Washington Recreation Center Improvements - District 2:</u> Project will include removal of interior wall with asbestos; removal of existing vinyl tile throughout; removal of existing interior and exterior paint; removal of 40 window grills; removal of cabinets; repair to roof membrane; installation of roof drains; modification to sidewalks; installation of new acoustic ceiling tiles; installation of energy efficient windows and new grills; paint exterior and interior throughout the building; installation of new flooring throughout entire facility; merge billiards room with storage room next to it; minor restrooms renovations; installation front exterior steel door; renovate kitchen; and installation of 48-inch LED linear luminaires. <u>EPISD Gene Roddenberry Planetarium - District 4:</u> Project will include renovation of buildings at the current Crosby Elementary School to accommodate a 40-ft dome, new roof, improve main entrance; acoustic ceilings, partition walls, floor coverings, new lighting; new star gazing area. |
| 13 | Project Name | SL 1.11 Public Facilities - Parks |

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| Target Area | Citywide |
| Goals Supported | SL 1.11 Public Facilities - Parks |
| Needs Addressed | SL1.11 - Public facilities - Parks |
| Funding | CDBG: \$1,189,526 |
| Description | This project will provide availability and accessibility to a suitable living environment by improving parks and recreation facilities. |
| Target Date | 8/31/2019 |
| Estimate the number and type of families that will benefit from the proposed activities | 7,850 persons will benefit from two projects. |
| Location Description | <ul style="list-style-type: none"> • HACEP Baird/Hart Improvements, District 2 - \$609,026 4747 Atlas Avenue & 4861 Atlas Avenue, El Paso 79904 • Student Memorial Park Improvements, District 4 - \$580,500 9425 Vicksburg Drive, El Paso 79924 <p>Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table).</p> |

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| | Planned Activities | <ul style="list-style-type: none"> • <u>HACEP Baird/Hart Improvements - District 2:</u> Lt Palmer Baird Memorial Apartments – 4747 Atlas, 79904 – Project will include installation of new amenities; upgrade connecting sidewalks; installation of park signage; installation of security cameras; installation of a new futsal court with walls and goals and bleachers; installation of canopy over existing playground; installation of trash receptacles; installation of 2-inch caliper trees; installation of new lighting at existing basketball court, playground and new futsal court; and installation of landscaping of trees, shrubs and landscape rock along parkway of Atlas connecting two complexes. <p>Juan Hart Memorial Apartments – 4861 Atlas, 79904 – Project will include installation of new amenities; upgrade connecting sidewalks; installation of park signage; installation of security cameras; installation of canopy over existing playground; installation of poured in place safety surfacing; installation of trash receptacles; installation of additional lighting at playground and basketball court; installation of 7 benches; installation of 2-inch caliper trees; and installation of landscaping of trees, shrubs and landscape rock along parkway of Atlas connecting two complexes.</p> <ul style="list-style-type: none"> • <u>Student Memorial Park Improvements - District 4:</u> Project will include removal of existing rock wall; removal of existing playground; replace existing playground; installation of fabric canopy over playground with wood fiber fall surface; installation of new concrete sidewalks; installation of 9 new park lights; installation of 6 benches; installation of 2 covered picnic tables; installation of 4 trash receptacles; installation of 2-inch caliper trees and shrubs; installation of rock wall enclosure for the new playground; and modification to irrigation system. |
| 14 | Project Name | SL 1.13 Infrastructure - Streets and Curb Cuts |
| | Target Area | Citywide |
| | Goals Supported | SL 1.13 Infrastructure - Street and Curb Cuts |
| | Needs Addressed | SL1.13 Infrastructure-Street and Curb Cuts |
| | Funding | CDBG: \$845,950 |

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| | Description | This project will provide availability and accessibility to a suitable living environment by improving a neighborhood street. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | Approximately 15,730 persons will benefit from four projects. From this number, 5,165 persons are of presumed benefit. |
| | Location Description | <ul style="list-style-type: none"> • Trowbridge Drive Improvements, District 2 - \$214,650 On Trowbridge Drive between Radford Street and Pershing Drive • Fort Boulevard Improvements, District 2 - \$354,400 On Fort Boulevard between Justus Street and Copia Street • Wheelchair Ramps north of Terrace Hills MS, District 4 - \$155,400 Along and nearby Yellowstone Street, Blythe Drive, Thor Street and Carmen Street • Wheelchair Ramps south of Terrace Hills MS, District 4 - \$121,500 Along and nearby Oakwood Drive and Girls Scouts Way <p>Geographic Areas Included: District 2 and District 4 (Note that District 2 and District 4 are not listed in the geographic areas table).</p> |
| | Planned Activities | <ul style="list-style-type: none"> • <u>Trowbridge Street Improvements - District 2</u>: Project will include installation of curb extensions, textured sidewalks and medians. • <u>Fort Boulevard Improvements - District 2</u>: Project will include expansion of existing sidewalk, and installation of a bike lane, ADA parking signs, curb and gutter, curb extensions, landscape with irrigation system and benches. • <u>Wheelchair Ramps north of Collins ES and Terrace Hills MS - District 4</u>: Project will include adjustment of existing sidewalk and construction of twenty-six wheelchair ramps. • <u>Wheelchair Ramps north of Collins ES and Terrace Hills MS – District 4</u>: Project will include adjustment of existing sidewalk and construction of eighteen wheelchair ramps. |
| 15 | Project Name | SL 1.14 Infrastructure - Sidewalks |
| | Target Area | Citywide |
| | Goals Supported | SL 1.14 Infrastructure - Sidewalks |

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| | Needs Addressed | SL1.14 Infrastructure-Sidewalks |
| | Funding | CDBG: \$19,300 |
| | Description | This project will provide availability and accessibility to a suitable living environment by improving a neighborhood street. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 5,870 persons will benefit from one project. |
| | Location Description | <ul style="list-style-type: none"> Sidewalk Gaps on Sun Valley Drive and Pheasant Street, District 4 - \$19,300 <p>Along Sun Valley Drive and Pheasant Street</p> <p>Geographic Areas Included: District 4 (Note that District 4 are not listed in the geographic areas table).</p> |
| | Planned Activities | <ul style="list-style-type: none"> <u>Sidewalk Gaps on Sun Valley and Pheasant - District 4</u>: Project will include construction of sidewalk; and construction of one wheelchair ramp. |
| 16 | Project Name | SL 1.15 Accessibility and Audible Pedestrian Signals |
| | Target Area | Citywide |
| | Goals Supported | SL 1.15 Accessibility & Audible Pedestrian Signals |
| | Needs Addressed | SL1.15 Accessibility & Audible Pedestrian Signals |
| | Funding | CDBG: \$66,776 |
| | Description | This project will provide availability and accessibility to a suitable living environment by improving a vital street. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 51,880 persons of presumed benefit will benefit from this project. |

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| | Location Description | <ul style="list-style-type: none"> Site location(s) will be selected from the following options: <ul style="list-style-type: none"> - Montana Avenue at Trowbridge Drive (Dist 2) - Edgemere Boulevard at George Dieter Drive (Dist 5) - Yarbrough Drive at Montana Avenue (Dist 3) - Sunmount Drive at Viscount Boulevard (Dist 3) - North Loop Drive at Yarbrough Drive (Dist 7) - Montana Avenue at Airway Boulevard (Dist 3) - Lee Trevino Drive at Trawood Drive (Dist 7) - Saul Kleinfeld Drive at Edgemere Boulevard (Dist 5) - Pebble Hills Boulevard at Saul Kleinfeld Drive (Dist 5) - Gateway West Boulevard at Hawkins Boulevard (Dist 3) |
| | Planned Activities | Audible Pedestrian Signals – Citywide: Project will include installation of APS throughout the City allowing visually-impaired pedestrians to access school and city services. |
| 17 | Project Name | SL 1.16 Emergency Solutions Grant Activities |
| | Target Area | Citywide |
| | Goals Supported | SL 1.16 Emergency Solutions Grant Activities |
| | Needs Addressed | SL 1.16 Emergency Solutions Grant Activities |
| | Funding | ESG: \$527,078 Leverage: \$3,516,258 |
| | Description | Street Outreach, Emergency Shelter operations; homelessness prevention for at-risk persons; rapid rehousing for homeless persons; HMIS services and City grant administration costs. See Planned Activities. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1,522 at-risk or Homeless persons or 505 households will be assisted. |

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| | Location Description | <ul style="list-style-type: none"> • El Paso Coalition for the Homeless - 6044 Gateway Blvd. East, Suite 211, El Paso, Texas 79905 \$36,128 (HMIS) HMIS = 8 ESG-funded agencies • El Paso Human Services - 1001 Montana Ave. El Paso, Texas 79902 \$36,128 (Rapid Rehousing) RRA = 12 persons, 8 households • Emergence Health Network - (Project) 1600 Montana Avenue, El Paso, Texas 79902 \$76,603 (Street Outreach) SO = 95 persons, 95 households • La Posada Home, Inc. - 1930 Bassett Avenue, El Paso, Texas 79901 \$38,759 (Homelessness Prevention), \$13,979 (Rapid Rehousing); \$52,738 in total HP = 30 persons, 18 households; RRA = 12 persons, 12 households • Opportunity Center for the Homeless, El Paso Homeless Outreach Consortium - 1208 S. Oregon Street El Paso, Texas 79901 \$57,103 (Street Outreach) SO = 305 persons, 11 households • Willie Sanchez Rosales Opportunity Center for the Homeless - 508 S. Oregon Street El Paso, Texas 79901 \$36,128 (Emergency Shelter) ES = 37 persons, 11 households • Project Vida, Inc. - (Admin) 3607 Rivera Avenue, El Paso, TX 79905 \$10,160 (Emergency Shelter), \$48,928 (Homelessness Prevention), \$38,710 (Rapid Rehousing); \$97,798 in total. ES = 12 persons, 3 households; HP = 33 persons, 12 households; RRA = 27 persons; 9 households • Reynolds Home - 8023 San Jose Road, El Paso TX 79915 \$36,128 (Emergency Shelter) ES = 135 persons, 45 households |
|--|-----------------------------|--|

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|--|----------------------------------|---|
| | <p>Planned Activities</p> | <ul style="list-style-type: none"> • The Salvation Army - 4300 East Paisano Drive, El Paso, Texas 79905 \$48,708 (Emergency Shelter), \$8,710 (Homelessness Prevention), \$3,710 (Rapid Rehousing); \$61,128 in total. ES = 809 persons, 269 households; HP = 10 persons, 10 households; RRA = 5 persons, 2 households • ESG Administration - 801 Texas Avenue El Paso, Texas 79901 \$37,196 • Street Outreach/Emergency Shelter - \$264,830 = 50.24% Homeless Prevention/Rapid Rehousing/HMIS/Admin - \$262,248 = 49.76% • <u>ESG HMIS Services</u> - The El Paso Coalition for the Homeless is the Administrator of the local HMIS, a HUD required integrated internet-based database which records and stores client-level information on the characteristics and service needs of homeless persons. This system is utilized by homeless assistance providers to create a more coordinated and effective housing and service delivery system. • <u>El Paso Human Services</u> - Youth Homelessness Program – The Program will address ending youth homelessness in El Paso, Texas. By providing suitable housing through Rapid Re-housing assistance and support services for homeless youth, ages 18-24 which include individuals and families, former foster youth and LGBTQ youth. • <u>Emergence Health Network - Homeless Street Outreach</u> - The Program is designed to assist individuals who are residing on the streets of El Paso and link them to a full range of services that will lead to self-sufficiency and permanent housing. • <u>La Posada Home</u> – Rental Assistance program will provide a shelter for homeless families. The majority of our clients come from violent situations and/or have suffered from abandonment or neglect. We provide a supportive environment with crucial ancillary services such as intense casework, shelter, support groups, etc. where the residents can develop and work toward attaining long-term, healthy goals for their families. |
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| | | |
|----|------------------------|---|
| | | <ul style="list-style-type: none"> • <u>Opportunity Center for the Homeless - El Paso Homeless Outreach Consortium (EPHOC)</u> – The program specifically addresses a community-wide inclusive street outreach program to homeless families and individuals on the streets and assisting homeless families or individuals in locating and obtaining suitable housing. • <u>Opportunity Center for the Homeless - Willie Sanchez Rosales Family Center</u> – The program will provide services for homeless families with the ability to accept the full family to include dual parent families. The Center will provide needed safety net services that assist families to overcome the issues of homelessness in a positive environment. • <u>Project Vida Inc. - Homelessness Prevention & Recovery program</u> – The program will provide shelter for individuals and families, case management, and recovery support services, homelessness prevention to persons at-risk of becoming homeless and rapid rehousing assistance to persons who are already homeless. • <u>Reynolds House Non-Profit Corporation</u> – Moving Forward program will provide shelter to women and their children on a yearly basis. The women will receive direct and outcome oriented case management to ensure that they achieve financial stability, family cohesiveness, and mental and health well-being so that they can transition into their own homes in the shortest amount of time possible. After leaving, continued support will be provided to prevent future episodes of homelessness. • <u>The Salvation Army - Red Shield Family Center</u> – The program will provide food and shelter to up to 148 beds with an additional 40 overflow beds. The shelter will also provide food, shelter and supportive services all designed to stabilize the client's physical, psychological and financial situation and ultimately place them into |
| 18 | Project Name | EO 1.1 Job Training and Education Services |
| | Target Area | Citywide |
| | Goals Supported | EO 1.1 Job Training and Education |
| | Needs Addressed | EO 1.1 Job Training and Education Services |
| | Funding | CDBG: \$40,000 Leverage: \$78,750 |

| | | |
|----|--|--|
| | Description | The program will serve eligible Community Development clients by making them economically viable through an economic stability program. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 118 persons will be assisted. |
| | Location Description | Center Against Family Violence (CASFV), Economic Stability Program - 580 Giles Road El Paso, Texas 79915 |
| | Planned Activities | The Economic Stability Program will provide survivors of domestic violence and sexual assault with comprehensive education and employment assessment – leading to self- sufficiency and economic independency (viability). Project components include a full-time workforce/educational advocate, financial literacy, GED, and ESL classes on-site, and client assistance with housing, transportation and training. |
| 19 | Project Name | EO 1.2 Microenterprise Technical Assistance |
| | Target Area | Citywide |
| | Goals Supported | EO 1.2 Microenterprise technical assistance |
| | Needs Addressed | EO 1.2 Microenterprise Technical Assistance |
| | Funding | CDBG: \$90,000 Leverage: \$30,496 |
| | Description | This project will provide increased availability and accessibility to economic opportunities. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 110 businesses will be assisted. |
| | Location Description | Project Vida Community Development Corporation (PVCDC) - 3607 Rivera Avenue El Paso, Texas 79905 |

| | | |
|----|--|---|
| | Planned Activities | <p>The Microenterprise Technical Assistance Project administered by Project Vida Community Development Corporation (PVCDC) will collaborate with ACCION Texas to provide technical assistance to those that are either classified as a Microenterprise or are in the process of developing a Microenterprise, to improve their business skills and access to capital. PVCDC will oversee education and outreach activities and, will provide a list of community resources for loan assistance. Education activities include:</p> <ul style="list-style-type: none"> • How to Expand an Existing Business • How to Start a New Business • Marketing and Sales Development • Advertising and Promotion Development • Business Research and Planning • General Business Management • Capital Formation and Business Loans • Computerization for a Microenterprise |
| 20 | Project Name | CDBG Program Administration |
| | Target Area | Citywide |
| | Goals Supported | CDBG Administration |
| | Needs Addressed | Administration |
| | Funding | CDBG: \$1,165,078 |
| | Description | This project will fund program management and coordination activities for the CDBG. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | Community and Human Development, 801 Texas Avenue (City 3) El Paso, Texas 79901 |
| | Planned Activities | This project will fund program management and coordination activities for CDBG. |

| | | |
|----|--|--|
| 21 | Project Name | Continuum Planning and Administration |
| | Target Area | Citywide |
| | Goals Supported | Continuum Planning |
| | Needs Addressed | Continuum Planning |
| | Funding | CDBG: \$52,800 |
| | Description | This project will fund program management and coordination activities for CDBG. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | 1 agency, the project does not provide direct services, but to homeless service providers. |
| | Location Description | El Paso Coalition for the Homeless, 6044 Gateway Blvd. East, Suite 211, El Paso, Texas 79905 |
| 22 | Planned Activities | The Continuum Planning and Assistance – Homeless Planning Grant funding for partial costs related to the Homeless Grant Planner and the Homeless Coalition’s Executive Director position, and the rest related to operating costs. Provides planning and structure for El Paso’s Continuum of Care (“CoC”), leadership for HUD’s annual CoC grant process, operation of the Homeless Management Information System (HMIS) mandated by HUD, and assistance with planning and implementing HUD’s new focus, Opening Doors: The Federal Strategic Plan on Homelessness. |
| | Project Name | HOME Administration |
| | Target Area | Citywide |
| | Goals Supported | HOME Administration |
| | Needs Addressed | Administration |
| | Funding | CDBG: \$89,807 HOME: \$458,481 |
| | Description | This project will provide program management and coordination activities for the HOME Entitlement Grant and HOME PI and CDBG-RFL housing activities. |
| | Target Date | 8/31/2019 |

| | | |
|-----------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | Community and Human Development, 801 Texas Avenue (City 3), El Paso, Texas 79901 |
| | Planned Activities | This project will provide program management and coordination activities for the HOME Entitlement Grant and HOME PI and CDBG-RFL housing activities. |
| 23 | Project Name | HOPWA City Administration |
| | Target Area | Citywide |
| | Goals Supported | HOPWA Administration |
| | Needs Addressed | Administration |
| | Funding | HOPWA: \$14,783 |
| | Description | This project will provide program management and coordination for the HOPWA Program. |
| | Target Date | 8/31/2019 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | Community and Human Development, 801 Texas Avenue (City 3), El Paso Texas 79901 |
| | Planned Activities | This project will provide program management and coordination for the HOPWA Program. |

AP-50 Geographic Distribution – 91.220(f)

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

The City of El Paso is the Responsible Entity. The use of Federal funds is restricted to the city limits of the City of El Paso.

The three target areas for the 2018-2019 program year are Citywide, City Representative District 2 and City Representative District 4. Note that the Geographic Distribution table provided below does not permit District 2 and District 4 to be selected as target areas. As such, the target areas for the upcoming program year and the percentage of funds allocated to each one are listed below:

- Target Area: Citywide; Percentage of Funds 61%
- Target Area: City Representative District 2; Percentage of Funds: 20%
- Target Area: City Representative District 4; Percentage of Funds: 19%

Geographic Distribution

| Target Area | Percentage of Funds |
|--------------------------------|----------------------------|
| Citywide | |
| City Representative District 3 | |
| City Representative District 5 | |
| Downtown TIRZ 5 | |
| City Representative District 1 | |
| City Representative District 6 | |
| City Representative District 7 | |
| City Representative District 8 | |

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

At the request of the City Council, CDBG funds used towards public facility projects are targeted to specific areas within the City of El Paso. There are eight Representative Districts established by the State of Texas. Each year, one district with a high level of low- and moderate- income areas is paired with one district with fewer low- and moderate-income areas; i.e. neighborhoods with at least 51% of the population in the low- and moderate- income bracket. It was also decided that \$500,000 would be set-aside annually for Citywide public facility projects; however, some or all of the set-aside funds could be

used in the targeting districts if recommended by the Steering Committee and approved by City Council. It is anticipated that this targeting will have a greater impact than funding projects throughout the entire jurisdiction. This targeting approach does not impact public services.

HOPWA continues to provide services within the Extended Metropolitan Service Area, but concentrates its funding to residents of the City of El Paso that reside within the city limits.

Discussion

Attached are maps of the targeted areas for Project Year 2018-2019 in City Representative District 2 and City Representative District 4. Also included is a citywide map showing the low- and moderate- income Census Tracts of the City of El Paso, Texas that are eligible to receive funding from Community Development Block Grant.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City of El Paso housing priorities are: increasing the supply of safe, affordable and sanitary housing for low to moderate income households; expanding homeownership opportunities; and revitalizing neighborhoods. For the 2018-2019 Program Year, the following activities will be used to address the noted priorities: Rehabilitation assistance for owner-occupied households:

- Rehabilitation of 69 single family owner occupied units, including minor repair (5 units) and residential sewer connection assistance (1 unit) to owner-occupied households
- Homebuyer assistance for 21 First Time Homebuyers
- New Construction of 12 affordable rental housing units
- Rehabilitation of 1 affordable rental housing unit
- Homelessness Prevention, short-to-medium term rental assistance to 73 persons/40 households
- Rapid rehousing rental assistance to 56 homeless persons/31 households

| One Year Goals for the Number of Households to be Supported | |
|---|-----|
| Homeless | 31 |
| Non-Homeless | 136 |
| Special-Needs | 0 |
| Total | 167 |

Table 9 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|---|-----|
| Rental Assistance | 71 |
| The Production of New Units | 12 |
| Rehab of Existing Units | 63 |
| Acquisition of Existing Units | 21 |
| Total | 167 |

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The City of El Paso provides a variety of affordable housing programs to assist with the preservation of existing dwellings, as well as the new construction of affordable housing. The City's Single-Family Owner-Occupied (SFOO) Housing Rehabilitation Program and Reconstruction Program assist low- to

moderate- income households in making repairs to their homes to bring them into compliance with the City's Building Code. In cases where the repairs are so extensive that it would be too costly to rehabilitate the home, the Single-Family Owner-Occupied Housing Reconstruction Program is used to demolish the existing home and reconstruct a new home on the same lot with the same foot print. The City continues to offer Single-Family Owner-Occupied Rehabilitation and Reconstruction Programs to provide additional assistance to low income families by: (1) continuing the Senior Citizen and Disabled program with a 15-year 0% interest rate Forgivable Deferred Payment Loan; (2) offering additional assistance that is separate from the program maximum of \$65,000, such as accessibility modifications (up to \$20,000), lead, mold, asbestos abatement (up to \$20,000), relocation during renovation (up to \$3,000) and additional assistance for historic properties (up to \$10,000). We believe that by continuing this program the City will increase the number of low- to moderate- income households that we are able to assist.

The City also has a Single-Family Owner-Occupied Minor Repair Program to assist homeowners with minor repairs that may be of an imminent threat to their health and safety. The SFOO Minor Repair Program offers assistance up to \$15,000 per project with an affordability period of 4 years. In addition, the City has a Residential Sewer Connection Program to assist homeowners in getting connected to the City's main sewer line.

Rebuilding Together is one of the projects funded by the City that assists low income, elderly and disabled homeowners with repairs to their home, at no cost to them. This year's targeted areas are District 2 and District 4.

The City also offers a First Time Homebuyer Program to assist low- to moderate- income households with down payment and closing costs, to ensure that homes are affordable. Project Bravo, Inc. is a HUD approved non-profit partner with the City that provides homeownership training, housing counseling and foreclosure prevention, and coordinates with the City's First Time Homebuyer Program.

New construction and rehabilitation of affordable rental housing units will be completed through the City's partnership with Community Housing Development Organizations (CHDO's), developers and Tax Credit investors.

AP-60 Public Housing – 91.220(h)

Introduction

The Housing Authority of the City of El Paso (HACEP) is the local public housing agency and the second largest in the state of Texas. Its mission is to provide and increase the supply of safe, decent, sanitary and affordable housing for assisted families at or below 80% of median income by maintaining the Housing Authority's housing stock and ensuring that private rentals under the Section 8 – Housing Choice Voucher (HCV) Programs meet HUD housing quality standards. HACEP owns and manages over 13,977 units of assisted housing including housing choice vouchers (HCV). A categorical description follows:

HACEP administers:

- 18 conventional Public Housing apartment communities and scattered site units comprised of 2,984 dwellings;
- 492 Section 8 New Construction (project-based) dwellings;
- 561 non-subsidized dwellings;
- 50 USDA-subsidized units for migrant workers;
- 856 low income housing tax credit units (LIHTC);
- 5,702 Housing Choice Vouchers (HCV) / Section 8 assistance
- 2,581 Project Based Rental Assistance (PBRA)/LIHTC Units;
- 579 Project-based Voucher/LIHTC/Public Housing/HOME units; and
- 172 PBRA units.

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

- The City addresses the needs of public housing residents by offering housing counseling and homeownership preparation training to Public Housing and HCV-Homeownership Program Clients, and financial homebuyer assistance to qualifying HACEP tenants.
- The City will continue to support the HACEP efforts to obtain funds for housing related renovations or new construction.
- The City will continue to provide Consolidated Plan certifications of consistency for HACEP projects and proposals and annual plan/five year plan submissions.

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

During the report period the City encouraged qualifying graduates of the HACEP Public Housing, Project-Based Rental Assistance and Housing Choice Voucher Homeownership Assistance program to participate in homeownership by assisting them with Housing Counseling and Homebuyer Assistance through El

Paso programs.

During the report period HACEP encouraged resident involvement through the following activities and programs:

- Health and wellness activities
- Homeownership Presentations and Preparation
- Financial Literacy
- Family Self-Sufficiency activities
- Tutoring for Youth
- Scholarship assistance
- Bible class for adults and youth
- Leadership sessions for adults and youth
- Arts and crafts for seniors and youth
- Health fairs
- Cancer prevention screenings
- Exercise classes

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

The Housing Authority of the City of El Paso does not fall under the category as a troubled PHA's.

Discussion

Over the next fiscal year the HACEP Annual Plan intends to focus on the following areas to better serve its residents:

- Implementation of Rental Assistance Demonstration (RAD) Conversion of Public Housing Portfolio;
- Identification of management needs to enable HACEP staff the continuation of providing exceptional customer service to its clients;
- Provide services to children, youth and families to engage them in productive, healthy activities that promote physical and emotional well-being, community involvement, positive social interaction, good school attendance and grades;
- Develop additional partnerships to augment activities for children and youth to explore careers;
- Prior to assisting children with services that will prepare them at an early age to develop the skills and knowledge to become self-sufficient, it is important to teach them the importance of values as a member of a family and community.
- Reduce drug and alcohol abuse through Youth and Family Programs;

- Preserve and improve the public housing stock through the Capital Fund Program activities, including modernization, re-habilitation, new construction and acquisition;
- Identify resources through local partnerships in addressing homelessness;
- Provide equal housing opportunities to all applicants/residents;
- Implementation and compliance with the Smoke-Free policy for Multi-families communities and Conventional Public Housing communities;
- Involve the Council of Presidents, public housing residents and Section 8 - HCV participants on the preparation of the agency plan;
- Provide training to staff and commissioners to fully understand and take advantage of opportunities under QHWRA of 1998 to better serve residents and the community; and
- Identify, develop and leverage services to enable low-income families to become self-sufficient.

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

Introduction

The Continuum of Care Plan, which was developed by the El Paso Coalition for the Homeless and its member agencies, is strongly supported by the City of El Paso. The Plan is described in the Strategic Plan Section of the Consolidated Plan for 2015-2020. The City utilizes funding from several sources in contributing to Continuum of Care activities, specifically designed to prevent and end homelessness so that homelessness, when it does occur, is rare, brief and non-recurring.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City and CoC have set goals for the 2018 year to continue realigning its system of care to meet HEARTH objectives and improve performance including allocating approximately 25% of the ESG Program entitlement to Street Outreach Activities to provide services directly to unsheltered individuals and families

Six teams within the CoC undertake aggressive outreach on the streets and other locations where homeless persons congregate to identify and engage persons that routinely sleep on the streets or other places not meant for human habitation. The outreach teams engage the assistance of homeless and formerly homeless individuals in conducting street outreach, working closely with local police/sheriff stations for this purpose.

The CoC has implemented the federally-mandated Coordinated Assessment System (CAS) and adopted the Vulnerability Index Service Prioritization Decision Assistance Tool (VI-SPDAT) as the standardized assessment tool for all those experiencing homelessness, including those on the street. The assessment varies depending on the population being assessed; individuals, families and youth. Street Outreach teams are requested to link unsheltered homeless to CAS operators for assessment and referral purposes. Access to the tool is currently only available during regular business hours but options are being explored to expand its accessibility. All persons are assessed for services and housing options using the standardized tool which also prioritizes those hardest to serve.

The CoC collaborates with churches, civic organizations, and business associations to spread awareness of available and existing programs and routinely works with street outreach staff. The CoC requires all funded programs to make services accessible and available to all persons regardless of race, color, religion, gender, sexual orientation, age, familial status or disability. All housing programs in the CoC are required to submit their eligibility criteria to the CoC Lead for use with CAS.

Addressing the emergency shelter and transitional housing needs of homeless persons

The jurisdiction of El Paso's plan for the investment and use of funds expected to be received during the 2018-2019 Plan Year (and directed toward homelessness) is detailed in the following descriptions of the City's planned activities of the CDBG Homeless, the Emergency Solutions Grant, and the 2017 El Paso HUD Continuum of Care (COC) Program.

Community Development Block Grant (CDBG)

A total of \$173,583 in 44th Year (2018-2019) CDBG funds are being allocated to these public service projects that will benefit the homeless or reduce the incidence of homelessness. The activities funded will cover a wide range of Continuum of Care services including intake, case management, emergency shelter, transitional shelter, and supportive services in an effort to reduce the number of homeless individuals within the City, including projects directed at victims of domestic violence and youth.

Emergency Solutions Grant (ESG)

The Emergency Solutions Grants Program is designed to be part of a Continuum of Care to enable homeless individuals and families to move toward independent living as well as to prevent homelessness.

A total of \$489,882 in Emergency Solutions Grant funds are being allocated in Fiscal Year 2018-2019 to the following nine agencies that provide services benefiting a wide range of homeless populations, as described below. A portion equal to 7.05% of the total will be withheld for the Administration Costs of the ESG program.

1. El Paso Coalition for the Homeless –Homeless Management Information System ;
2. El Paso Human Services – Youth Homelessness Rapid Rehousing Program;
3. Emergence Health Network – Homeless Street Outreach;
4. La Posada Home – Rapid Rehousing and Prevention;
5. Opportunity Center for the Homeless – El Paso Homeless Outreach Consortium;
6. Opportunity Center for the Homeless – The Willie Sanchez Rosales Family Center – Emergency Shelter;
7. Project Vida – Homelessness Prevention & Recovery program;
8. Reynolds Home - Emergency Shelter;
9. The Salvation Army - Red Shield Family Shelter – Emergency Shelter, Rapid Rehousing and Prevention.

The FY2017 Continuum of Care Competition for direct awards from HUD for Homeless Programs in the amount of \$2,474,084 will provide funding for Permanent Supportive Housing, Rapid Rehousing, Joint Transitional Housing – Permanent Housing-Rapid Rehousing and HMIS in El Paso during the upcoming

year as follows:

- Permanent Supportive Housing \$987,093
- Rapid Rehousing \$1,223,277
- TH PH-RRH \$127,507
- HMIS \$136,207

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The El Paso Coalition for the Homeless has implemented a CAS for the El Paso Continuum of Care to more effectively assist those at risk of or experiencing homelessness. The CoC has adopted the VI-SPDAT as the standardized tool for the CAS for individuals, families and youth, as well as subpopulations such as veterans. Access to the tool is currently only available during regular business hours but options are being explored to expand its accessibility. Currently, 2-1-1 is providing “warm” referrals during off hours as part of the coordinated assessment initiative. All persons are assessed for services and housing options using the standardized tool which also prioritizes those hardest to serve, especially the chronically homeless. The assessment captures basic information to determine program eligibility. Referrals are focused on housing interventions which utilize Permanent Supportive Housing opportunities when available as well as Rapid Re-housing programs offered through the Project Vida, the Salvation Army, El Paso Center for Children, El Paso Human Services, Emergence Health Network, La Posada Home, the Opportunity Center for the Homeless, the YWCA and the American GI Forum. Several of these agencies also receive funds for homelessness prevention. When necessary or appropriate, a referral is made to an emergency shelter and/or transitional program for those in need.

The CoC has identified Housing First as its primary approach for ending homelessness. All homeless individuals accessing services through the CAS will have an opportunity to access permanent housing using a housing first approach. After assessment is performed, clients are referred to options that best meet their needs, are connected with a service provider, and begin the process of collecting the required documentation for accessing housing programs. Once all required documentation is gathered, individuals are assisted in locating housing in the community.

Services are wrapped around the individual once they have been established in housing. The CoC employs the following strategies to ensure all participants enrolled in programs are connected with the necessary services to achieve stability and maintain their housing:

- Requires programs to utilize a benefits specialist who assists households in determining those for which they are eligible
- Coordinates with social service agencies to assist homeless households in accessing mainstream benefits
- Works with projects and the community to identify specific non-employment income, including expedited access to SSI and SSDI through SOAR
- Collaborates with entities focused on employment

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

It is City of El Paso policy that no person should be discharged from any institutional authority, within City jurisdiction, into a state of homelessness. Under no circumstances should a person be discharged from any public facility with directions to seek housing or shelter in an emergency shelter. Every effort must be made through careful discharge planning to work with the client and local resources to seek permanent housing, or if this is not attainable, then suitable accommodations must be found. At a minimum, the client should receive active and diligent case management from an appropriate service provider until permanent housing, with or without supportive services is in place. If the client refuses services, and or aid with placement, this should be documented along with all case management efforts. If possible, outreach efforts should continue to see to the welfare of the client and reconnect him or her with services and housing.

El Paso institutions and the CoC have been implementing this policy by ensuring that those persons who are already homeless when entering an institution are not returned to the streets or shelters in any manner that is unsafe to themselves or others. El Paso's County Hospital, University Medical Center, has social service and discharge planning procedures that include identifying a patient's housing status and what services the patient is likely to need upon discharge from inpatient care. Hospital social workers and other staff meet regularly to review and develop individualized plans for meeting these discharge needs, including how to retain existing housing and how to access housing opportunities. For patients who identify themselves as homeless upon admission with no desire or prospects to return to permanent housing, hospital staff follows written policies from the CoC Discharge Committee covering various area shelters and conditions for medical conditions accepted, pre-discharge contact, time of discharge, transportation, clothing, medications, and wound care supplies.

Training is routinely provided to the El Paso Police Department and Sheriff's Department regarding shelter and housing opportunities available to those experiencing homelessness, including utilization of

the CoC's CAS. County officials also track those persons entering jail who are clients of Emergence Health Network and try to ensure their treatment and medications continue. Efforts continue to divert mentally ill individuals from jail and to ensure continuity of care for mentally ill persons exiting jail and returning to community-based mental health care.

Through the CAS, citizens at risk of becoming homeless are assessed to determine whether they qualify for homelessness prevention programs available through the El Paso CoC. The CoC has a variety of homeless prevention and housing stabilization services available. Participants are connected with energy assistance programs, childcare subsidy programs and food pantries to ensure additional resources are available to sustain the household. All participants in CoC programs are connected to the mainstream benefits for which they are eligible.

The Texas RioGrande Legal Aid, Inc. – Legal Clinic for the Homeless (TRLA LCH) uses its resources to remove the legal impediments the homeless of El Paso encounter when trying to obtain housing, employment and public benefits. For persons facing eviction, TRLA LHC offers a number of services that can halt or mitigate the eviction, such as representation on an appeal of the eviction, and post-eviction action such as compelling landlords to release security deposits back to their tenants. Furthermore, a Veteran eviction pilot program is being launched whereby a judge will issue a continuance to a Veteran facing eviction, so that the Veteran is referred to community options such as SSVF.

Discussion

See above.

AP-70 HOPWA Goals– 91.220 (I)(3)

| One year goals for the number of households to be provided housing through the use of HOPWA for: | |
|--|----|
| | |
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family | 0 |
| Tenant-based rental assistance | 52 |
| Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds | 0 |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds | 0 |
| Total | 52 |

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

Introduction:

The City Department of Community and Human Development (DCHD), Housing Programs Division, staff is committed to preserving and maintaining the existing affordable housing stock through continued housing rehabilitation, first time home buyers and affordable rental projects. Additional affordable housing units will be made available, with this same staff commitment, through rehabilitation, first time home buyers and new construction projects. The City seeks funding opportunities to expand its capacity knowing that safe and sanitary housing is essential to a safe, attractive and vibrant community. The biggest barrier, and the hardest to overcome, is the lack of sufficient funding.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To eliminate barriers and provide high quality affordable housing, the following are positive effects of public action:

1. Investors and Community Housing Development Organizations applying for HOME/CDBG funding, for multi-family projects, attend a pre-submittal meeting with various City department staff for information such as guidance on planning, zoning, plating, development fees, waste water fees, etc. These sessions are coordinated by the DCHD Housing Program Division. These meetings have proved invaluable to applicants and have guided them in acquiring additional assistance as they develop their projects.
2. All Housing Construction Specialists and Supervisor are IBC certified inspectors and continue to attend training. DCHD staff complies with all City Building Code requirements and coordinates with Planning and Inspections on new or revised code amendments.
3. DCHD has a contract with Project Vida to assist the City of El Paso's Fair Housing Officer in providing Fair Housing education, outreach, and informational services on the requirements and protections of the Fair Housing Act. This program benefits El Paso communities, particularly low-income populations as well as groups involved in home development, sales, rentals and related services.
4. DCHD has developed partnerships with investors, non-profits, Community Housing Development Corporations, and the Housing Authority City of El Paso to increase the number of affordable housing stock in El Paso.
5. The DCHD First Time Homebuyer Program assists in providing loans for down payment and closing cost assistance to low- to moderate- income home buyers which makes home ownership more affordable.

6. The Fair Housing Task Force is in charge of reviewing the current Analysis of Impediments to Fair Housing Choice in the City of El Paso, prepared by the Department of Community and Human Development, to identify any additional impediments, to develop a city-wide strategy to address the impediments and to make an annual report to City Council of the Task Force's recommendations and findings. A copy of the report presented to the City Council will be sent to groups and agencies involved in Fair Housing issues.
7. The City of El Paso is developing four major transportation corridors to expand and improve transportation throughout the City. Applications for multi-family complexes will include an evaluation based on available bus transportation within one-half mile as well as their proximity to the Corridors. Housing counseling by DCHD and Project Bravo staff provide advice to clients about their housing costs in relation to their transportation costs when considering the location of their new home purchased through the City's First Time Home Buyer Program.
8. DCHD issues an annual CDBG application for Volunteer Housing Rehabilitation for the elderly and/or disabled where up to \$4,999 funds are used in combination with applicant funding, donations and volunteers to provide housing rehabilitation. This has proved to be a great way to increase housing rehabilitation within the City and assist people to remain in their homes longer at no cost to the homeowner.
9. DCHD is a partner with the Housing Authority City of El Paso (HACEP). DCHD is working closely with HACEP as they work to reconstruct/rehabilitate all their units as part of the Rental Assistance Demonstration (RAD) project.

Discussion:

Negative effects of Public policies for affordable housing and residential investment are not evident. The policies are equal throughout all housing investments. This includes building codes, impact and other fees, property tax policies, land use controls, and zoning and subdivision ordinances. Any HOME/CDBG funded housing in flood plains is discouraged or will not be funded unless mitigation is performed to remove the property from the flood zone, in accordance with HUD policy.

When applicants compete for HOME/CDBG funds for multi-family affordable housing, the review by the City/HUD staff entails standard application criteria; reasonable, allowable and justifiable cost determination with budgets; review of location with consideration of available amenities and public transportation; past performance; and the pro-forma to determine project costs and revenue. Review follows standard as well as HUD policies not to be a barrier but to affirm a project will be successful and; if there are insufficient funds, that there is a criterion to determine the projects that should be considered for funding first. HUD environmental review is a requirement of all HOME/CDBG projects to determine if the project location is in a flood zone or if there are any other environmental concerns. Mitigation may be required to make project feasible.

AP-85 Other Actions – 91.220(k)

Introduction:

This section will outline actions that are not part of any other category.

Actions planned to address obstacles to meeting underserved needs

Lack of funding continues to be an obstacle to meeting underserved needs that always are greater than available resources. This is particularly true in recent years as many community resources, private donors and unfortunately now entitlement appropriations, upon which the grantees rely, have experienced substantial reductions. In older neighborhoods, the major obstacle of public facilities is most often older infrastructure and lack of available land.

For 44rd Year Planning process (2018-2019), the City continued to utilize the method integrated in 2013-2014 to develop Public Services Funding. Proposal Review Committees were established for each service category consisting of a DCHD staff person, a member of another funding entity (e.g., Paso Del Norte Health Foundation, United Way) an applicant from a different service category and a Subject Matter Expert (SME). After DCHD Staff determined the eligibility of each application, the Proposal Review Teams performed a detailed technical review of each eligible proposal. This review included past agency performance, proper completion of the application, and errors and inconsistencies in the proposal. The Review Team scored each proposal using the CDBG Application Review Sheet included with the CDBG application. Technical review comments, in addition to the scoring tool comments, were provided to the applicants to permit them to address proposal weaknesses during the presentation phase and to improve future efforts. Applicants receiving a score of 70% or better were invited to give a presentation to the Proposal Review Committee. After the presentations, the Review Team met to discuss and develop a final budget recommendation. The budget recommendation developed by the Proposal Review Teams were presented to the Steering Committee for review and recommendation to City Council.

City Council approved \$245,000 in set-asides for the following public service projects: \$125,000 - City Parks & Recreation for three programs (non-competitive); \$80,000 – Incubator Grant (competitive) and \$40,000 - First Time Homebuyer Program (competitive).

Actions planned to foster and maintain affordable housing

The City of El Paso plans to foster and maintain affordable housing for its residents by providing a variety of affordable housing programs to assist with the preservation of existing dwellings, as well as new construction of affordable housing, that has been discussed elsewhere in this report (AP-55 Affordable Housing). In addition, the City will take advantage of appropriate opportunities to support the development or rehabilitation of multi-family, mixed income and mixed use housing projects that have

an affordable component.

Actions planned to reduce lead-based paint hazards

Incorporated as standard practice for construction and renovation of residential structures contracts, contractors and subcontractors are required to comply with all provisions on the elimination of lead-based paint hazards set forth by HUD Regulation 24 CFR Part 35 – Lead-Based Paint Poisoning Prevention in Certain Residential Structures. The City of El Paso initiated procedures in its federally-funded housing renovation programs to ensure it is in compliance with these regulations. Part of this initiative included the City's Capital Improvement Department (CID) issuing a Request for Qualifications, and then selecting four qualified consultants who now perform Lead Based Paint testing, and generate reports for Lead Inspection, Risk Assessment and Project Design.

The consultants currently conduct lead-based inspections using XRF (x-ray fluorescent) and spectrum analysis, which is the most efficient method to detect lead-based paint without disturbing existing painted surfaces. The lead inspection reports include:

- A list of occupants
- Inspection findings
- Sampling plan
- Certifications for the firm
- Radiation safety record for the Lead Inspector, Risk Assessor, and Spectrum Analyzer

Risk assessments include monitoring and providing specifications for workers doing the removal and/or encapsulation. All identified lead-based paint is abated or encapsulated in accordance with HUD guidelines; this determines the renovation dollar amounts and the extent of the lead abatement or encapsulation. Finally, the consultants perform wipe samples and clear the project. A Lead Based Paint Clearance Report is submitted to the City prior to the City issuing a Notice to Proceed for construction activities.

Additionally, the State Department of Health's Toxic Substances Control Division must be informed of all Lead Based Paint activities and must perform an inspection during the construction phase. Only State-certified Lead Firms can perform lead-based paint abatement, interim controls and clearances.

As required by Subpart 35.130, the City provides the lead hazard information pamphlet entitled "Protect Your Family from Lead in Your Home" to every household of an owner-occupied dwelling unit, as well as the LBP testing results, and Risk Assessments, Project Designs and Clearance reports. Also, property owners receiving Home Renovation Assistance are informed of the dangers of Lead Poisoning and are urged to test children under six years of age living for elevated blood lead levels.

The City continues to improve the methods and procedures for identifying and eliminating Lead Based

paint hazards in housing built prior to 1978 that is being processed for renovation through the City's Housing Programs Division. Technical Division Staff continuously receives training on implementation, inspection, design and federal reporting requirements; all staff members have been trained in Lead Safe Practices, and two staff members have received additional training in Risk Assessment. The City has also formed a partnership with the El Paso County Health and Environmental Department to facilitate dissemination of information, testing, and formation of policies and procedures for implementation of the Lead Hazard Control Grant Program. Furthermore, twelve of the qualified contractors performing rehabilitation work through the City's Housing Rehabilitation Program have received training in Lead Safe Practices. The Housing Division's goal is to have 100% participation by all qualified contractors.

Actions planned to reduce the number of poverty-level families

Public Services help to improve social conditions for persons living at or below the poverty-level. For years the City has consistently been dedicated to public services, directing the maximum amount of its Community Development Block Grant that can be allocated to this category, which is 15% of the annual grant plus the previous year's Program Income. In 2018- 2019, the City will use \$939,331 in CDBG funds for public service programs. Non-profit public service oriented agencies will utilize CDBG funds under contract with the City in the following focus categories: children and youth services; services for homeless persons and families; mental and medical health services; and services for seniors and persons with disabilities.

A priority goal of the City of El Paso is to create and retain jobs for low- to moderate- income persons. Project Vida Community Development Corporation (PVCDC) will receive CDBG funding to administer an economic development microenterprise technical assistance program. For 2018-2019, the funding amount is \$90,000. PVCDC will provide technical assistance to microenterprise owners or persons developing a microenterprise to improve their business skills and access to capital, and help to create and retain jobs for low- to moderate- income persons. In addition, \$40,000 in CDBG funding was awarded to Project Bravo to provide a First Time Homebuyer Counseling and Education program, as a first step for individuals and families wanting to achieve their dream of homeownership.

Actions planned to develop institutional structure

El Paso City government continually strives to develop its institutional structure and create more effective community response mechanisms to maintain and improve the quality-of-life for all of its residents. The DCHD maintains a productive working relationship with other City Departments.

The City will maintain and improve its institutional structure and continue to facilitate partnerships between City Departments and community-based organizations, governmental or public organizations (such as the Housing Authority of the City of El Paso and local public school and college districts), neighborhood and civic associations, residents, businesses, churches and others in the private sector to efficiently link resources and carry out joint planning and program activities.

The City benefits from partnerships with organizations in the service oriented non-profit community who are engaged in the direct delivery of services, and it is through service contracts they assist with the implementation of City sponsored projects and activities. The City will continue to promote and cultivate partnerships and collaborations with many non-profit agencies in the community for the direct delivery of services through projects and activities that address Consolidated Plan priorities.

Through the City's yearly CDBG planning process, emphasis will continue to be placed on encouraging public facility projects in low- and moderate-income neighborhoods with cooperation with other City Department.

The City will continue to support and participate in economic development- related activities through partnering with a local non-profit corporation that will provide a microenterprise technical assistance and loan program to small business owners.

The City will endeavor to pursue new opportunities to participate in various local initiatives that seek to improve the quality-of-life for residents of El Paso.

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

The City of El Paso relies substantially upon the non-profit community through partnerships and grant agreements for the delivery of services and to carry out various projects and activities. Agencies funded through the following Public Services categories are: Children and Youth Services; Homeless, Emergency Shelter and Housing; Medical and Mental Health Services; Services to Seniors and Persons with Disabilities; and the Emergency Solutions Grant. In the 44th Year (2018-2019), 34 different programs (both City and Non-Profit) and about 25 non-profit agencies will provide services to individuals of all ages, with various needs, as the result of continued funding utilizing the Community Development Block Grant (CDBG), and nine (9) agencies will provide street outreach, emergency shelter and homeless prevention and rapid rehousing activities and HMIS services utilizing Emergency Solutions Grant (ESG) funds.

In addition, the City of El Paso provides Homeless Housing and Services (HHSP) funding to five (5) non-profit programs to provide homelessness prevention and rapid rehousing activities in the community.

Discussion:

See above.

Program Specific Requirements

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

Introduction:

This section includes information on specific programs that is not included in other sections.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

| | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

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

The City does not expect to use other forms of investment than those identified as eligible under the HOME Program: equity investments, interest-bearing loans or advances, non-interest bearing loans or advances, deferred payment loans, grants and interest subsidies.

State whether any HOME activities in AP-35 will limit beneficiaries or give preference to a segment of the LMI population (e.g., persons with disabilities, veterans, elderly). If they are, then describe the preference or limitation in enough detail to show it's not violating nondiscrimination requirements and the limitation or preference does not include students.

HOME activities will not limit beneficiaries nor give preference to a segment of the LMI population.

Narrative of eligible applicants, description of process for soliciting or funding applications and proposals, and identify where applicants can get detailed information, such as application packages.

Each HOME Program has its own requirements for eligibility. The First Time Homebuyers Program necessitates that the gross household income of the applicant's family be between 60%-80% of the median income for the City of El Paso. Each applicant must also complete a Guide to Ownership Course prior to submitting an application. To be eligible for the Home Renovation Program, which provides zero-interest loans for those who need basic repairs made to their home, the applicants must meet the following requirements:

- Owned and occupied home a minimum of 3 years prior to applying for assistance.
- Home must be within the El Paso City limits.
- Home value cannot exceed \$133,221 after repairs.
- Home must be in repairable condition.
- Family income cannot exceed the 80% median income for the City of El Paso.

All single-family, owner-occupied programs are on a first-come, first-serve basis. Conversely, gap financing for the Development of Affordable Rental Housing is available on a competitive basis through the submittal of an RFP (Request for Proposal). A set amount is budgeted for the RFP per year to assist in the development, rehabilitation construction, acquisition and reconstruction of rental housing. There is a mandatory training workshop scheduled prior to the release of the RFP applications available to private investors and CHDOs (Community Housing Development Organizations) Non-Profits.

Those interested in any HOME Program are encouraged to contact the Community and Human Development (DCHD) Housing Division by phone at (915) 212-0139, visit the DCHD office at 801 Texas Ave., 3rd Floor, El Paso, Texas 79901 or visit our website <http://www.elpasotexas.gov/community-and-human-development/housing-programs>.

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

In lieu of subjecting assistance to first-time homebuyers to the resale restrictions in the HOME regulations, the City imposes a recapture provision. In accordance with 92.254 (a)(5)(ii)(A)(2), a reduced HOME investment amount is amortized as a loan or a deferred payment loan over a period up to 30 years. Loans are amortized at 3% interest. Non-interest bearing, second-lien deferred loans in the amount of the HOME subsidy will be made due upon sale, transfer, or lease. The recaptured funds will be treated by the City as program income, which is income that is required to be utilized to assist other first-time homebuyers. The City's recapture policy is noted in Unique Grantee Appendices.

The City of El Paso may subordinate its first lien debt for affordable housing that is being assisted with HOME/CDBG funds under the following guidelines:

- If the City investment exceeds the first lien, the City will subordinate with an agreement by the first lien holder to notify the City upon default and allow the City to cure the debt; and
 - The first lien holder must be registered with the City of El Paso. No adjustable Rate Mortgages (ARMS), interest-only mortgages, or other non-standard first mortgage products will be allowed.
 - The City's description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds is noted in detail in the Unique grantee Appendices.
3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The HOME-assisted housing must meet the affordability requirements for not less than the applicable period specified in the following table, beginning after project completion. The per unit amount of HOME funds and the affordability period that they trigger are described more fully in the explanations of resale and recapture at the end of this section. See Unique Grantee Appendices for Resale and Recapture Guidelines.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that

will be used under 24 CFR 92.206(b), are as follows:

1. For single-family (1 to 4 family) owner-occupied housing when lending HOME/CDBG funds to rehabilitate housing, only if the refinancing excludes a lien created as a result of an extension of “home equity” credit under Section 50, Article XVI, Texas Constitution and it is necessary to reduce the overall housing costs to the borrower and make the housing more affordable. The City must have a first lien after refinancing. The amount being refinanced will be in the form of a loan at the owner-occupant’s qualifying interest rate for the rehabilitation loan. The total of the refinancing loan and the rehabilitation loan shall not exceed the maximum loan to after rehabilitation value of 120%.
2. For multifamily projects, refinancing will be an eligible cost when loaning HOME/CDBG funds to rehabilitate the units if refinancing is necessary to permit or continue affordability under 24 CFR 92.252. In such cases, the minimum affordability period shall be 15 years. The City will refinance existing debt if at a minimum, the project demonstrates the rehabilitation is the primary eligible activity. More than 50% of the total HOME/CDBG funds must be for eligible rehabilitation soft and hard costs. The City will review management practices to determine that disinvestment in the property has not occurred, that the long term needs of the project can be met and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated. The amount being refinanced will be in the form of a loan at the owner’s qualifying interest rate for the rehabilitation loan. The total of the refinancing loan and the rehabilitation loan shall not exceed the maximum loan to after rehabilitation value of 120%.

HOME/CDBG funds are eligible for refinancing multifamily projects that will maintain current affordable units and/or for projects that will create additional affordable units. This investment of HOME/CDBG funds may be made on a city-wide basis and is not restricted to specific geographic areas or neighborhoods. HOME/CDBG funds cannot be used to refinance multifamily loans made or insured by any Federal program.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

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

Please see Unique Grantee Appendices for ESG Written Standards.

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

El Paso County serves as the one-stop location for prevention and homeless housing and services in El Paso County through a walk-in service center and hotline. Persons in need of housing and services receive a full assessment to determine need and priority and are matched and referred to appropriate programs and services. The County utilizes an HMIS-based universal assessment tool, the VISPDAT, to identify who should be recommended for housing and support based on acuity, and prioritizes those clients based on need. The assessment captures basic information to determine program eligibility and is used in conjunction with the HMIS intake survey. Oversight of the system and its usage is provided by a Coordinated Assessment System (CAS) Oversight Committee, relying on data through the HMIS. In addition, 2-1-1 is providing “warm” referrals as part of the coordinated assessment initiative.

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

The City of El Paso’s Department of Community and Human Development solicits ESG proposals from public and private nonprofit organizations, including faith-based organizations, via a Request for Proposal (RFP) process advertised in the local newspaper. A Letter of Intent (LOI) sheet is made available to potential applicants to allow the City to determine project eligibility and a deadline is given for submission of Letter of Intent packets. No applications are accepted without a Letter of Intent packet. Eligible applicants are then invited to an RFP training workshop where they are provided with complete application packets designed to solicit information for the City to make a fair analysis of the proposed project. A deadline is given for submission of applications to the City’s Department of Community and Human Development. Late or incomplete applications are not considered for funding.

RFP proposal applications are reviewed by DCHD staff and a Proposal Review Committee is established. The Proposal Review Committee Consists of a DCHD staff person, an applicant from a different service category, a member from another funding entity and a Subject Matter Expert (SME). Team members are selected by DCHD staff, with a primary focus on selecting individuals with

no relationship to any of the applicant agencies in the service category. All review team members are required to sign a Conflict of Interest Disclosure affidavit. The Proposal Review Team performs a detailed technical review of each eligible proposal. This review will include past agency performance, proper completion of the application, and errors and inconsistencies in the proposal. The Proposal Review Team will score each proposal using the ESG Application Review Sheet included with the ESG application. Applications with a final score of less than 70% will not be considered for funding. Technical review comments, in addition to the scoring tool comments, will be provided to the applicants and to the Steering Committee for their use in reviewing the proposals. Applicants whose proposals achieved a passing score will be invited to give a presentation to the Proposal Review Committee. Presentation meetings are open to the public. After the presentations, the Review Team will have a meeting open to the public, to discuss and develop a final budget recommendation. The budget recommendation developed by the Proposal Review Team will be presented to the Steering Committee, a citizen advisory board to City Council, for review and recommendation to City Council. City Council will make the final decision on the applications and allocation of ESG funds.

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

The City of El Paso is governed by an elected City Council. The County of El Paso, a subrecipient of ESG and CoC funds, as well as the operator of the community's Coordinated Assessment System, is governed by an elected County Commissioners Court. The City of El Paso already includes consultation with both the General Membership and the Planning Committee of the El Paso Coalition for the Homeless. The El Paso Coalition for the Homeless advises the City and ESG subrecipients on the overall performance of the ESG program. The Coalition consists of 65 service agencies for the homeless and includes a number of formerly homeless individuals. The Planning Committee is a volunteer subcommittee of Coalition members tasked with strategic planning, gap analysis, advocacy and education. Policy and funding decisions for ESG funding are also submitted to the Community Development Steering Committee, a citizen advisory board, for review and approval.

5. Describe performance standards for evaluating ESG.

The CoC and the City entered into an MOU for collaboration to develop a plan to evaluate the most appropriate ways to prioritize CoC & ESG funding for maximum impact in El Paso. All agencies awarded ESG funds are required to use HMIS, adhere to community wide performance standards in homeless assistance, and collaborate in strategic planning to prevent and end homelessness using a range of dedicated mainstream resources. The CoC developed reporting and evaluation standards for ESG & CoC programs. The reporting and evaluation requirements are as follows:

- ESG & CoC recipients must enter client information in HMIS, capturing all of the HUD CoC required fields in HMIS.
- Programs are evaluated annually using HMIS data for performance and a monitoring report is provided.
- CoC works with poor performing programs to develop a quality improvement plan and will re-evaluate on a quarterly basis.
- Specific performance standards include: Length of Time Persons Remain Homeless, Returns to Homelessness, Employment and Income Growth, Placement into Permanent Housing.

HOPWA - Program Specific Requirements

For the 2018-2019 program year, the City continued to utilize the method integrated in 2013-2014 to develop Public Services Funding. The process begins with an advertisement in the local papers both in English and Spanish notifying them of the availability of funds and applicable deadlines. On August 29, 2017, the Letter of Intent is release to the public and nonprofit agencies. A Proposal Review Committee is established consisting of a DCHD staff person, a member of another funding entity (e.g., Paso Del Norte Health Foundation, United Way), an applicant from a different service category and a Subject Matter Expert (SME). After DCHD Staff determined the eligibility of each application, the Proposal Review Teams performed a detailed technical review of each eligible proposal. This review included past agency performance, proper completion of the application, and errors and inconsistencies in the proposal. The Review Team scored each proposal using the HOPWA Application Review Sheet included with the HOPWA application. Technical review comments, in addition to the scoring tool comments, were provided to the applicants to permit them to address proposal weaknesses during the presentation phase and to improve future efforts. Applicants receiving a score of 70% or better were invited to give a presentation to the Proposal Review Committee. After the presentations, the Review Team met to discuss and develop a final budget recommendation. The budget recommendation developed by the Proposal Review Teams were presented to the Steering Committee for review and recommendation to City Council.

DEPARTAMENTO DE DESAROLLO COMUNITARIO Y HUMANO
PROPUESTA PLAN DE ACCIÓN ANNUAL XLIV (2018-2019)
CUARTO AÑO DEL PLAN CONSOLIDADO DE ACCIÓN 2015-2020

LA REVISIÓN Y LOS COMENTARIOS ESCRITOS SERÁN ACEPTADOS HASTA LAS 5:00 P.M., EL 2 DE JULIO DEL 2018

| | | | |
|-------------------|--|-------------------|---|
| FECHA DE REVISIÓN | NOMBRE DE LA PERSONA QUE HIZO LA REVISIÓN (ESCRIBA CON LETRA DE MOLDE POR FAVOR) | FIRMA DEL REVISOR | DIRECCIÓN/DOMICILIO: _____ NUMERO DE TELEFONO: _____ |
| COMENTARIOS: | | | |
| FECHA DE REVISIÓN | NOMBRE DE LA PERSONA QUE HIZO LA REVISIÓN (ESCRIBA CON LETRA DE MOLDE POR FAVOR) | FIRMA DEL REVISOR | DIRECCIÓN/DOMICILIO: _____ NUMERO DE TELEFONO: _____ |
| COMENTARIOS: | | | |
| FECHA DE REVISIÓN | NOMBRE DE LA PERSONA QUE HIZO LA REVISIÓN (ESCRIBA CON LETRA DE MOLDE POR FAVOR) | FIRMA DEL REVISOR | DIRECCIÓN/DOMICILIO: _____ NUMERO DE TELEFONO: _____ |
| COMENTARIOS: | | | |

**DEPARTMENT OF COMMUNITY AND HUMAN DEVELOPMENT
PROPOSED ANNUAL ACTION PLAN 44th YEAR (2018-2019)
FORTH YEAR OF THE CONSOLIDATED ACTION PLAN 2015-2020**

REVIEW AND WRITTEN COMMENTS WILL BE ACCEPTED UNTIL 5:00 P.M. ON July 2, 2018

| | | | |
|--|-----------------------------------|----------------------|-----------------------------------|
| DATE REVIEWED | REVIEWER'S NAME (PLEASE PRINT) | REVIEWER'S SIGNATURE | ADDRESS: _____ PHONE NO: _____ |
| COMMENTS: <i>NO COMMENTS RECEIVED</i> | | | |
| DATE REVIEWED | REVIEWER'S NAME (PLEASE PRINT) | REVIEWER'S SIGNATURE | ADDRESS: _____ PHONE NO: _____ |
| COMMENTS: <i>NO COMMENTS RECEIVED</i> | | | |
| DATE REVIEWED | REVIEWER'S NAME (PLEASE PRINT) | REVIEWER'S SIGNATURE | ADDRESS: _____ PHONE NO: _____ |
| COMMENTS: <i>NO COMMENTS RECEIVED</i> | | | |

GRANTEE UNIQUE APPENDICES
CITY OF EL PASO, TEXAS
2018-2019 ANNUAL ACTION PLAN



Department of Community and Human Development

Prepared by the Department of
Community and Human Development
Tuesday, July 10, 2018

Grantee Unique Appendices Table of Contents

| | |
|--|-----|
| HUD Annual Community Assessment Letter..... | 98 |
| Summary of Comments and Views..... | 103 |
| CDBG Eligible Areas Citywide Map..... | 121 |
| City Representative District 2 Map..... | 122 |
| City Representative District 4 Map..... | 123 |
| Emergency Solutions Grant (ESG) Written Standards..... | 124 |
| HOME Resale and Recapture Guidelines..... | 147 |



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
Fort Worth Regional Office, Region VI
Office of Community Planning and Development
801 Cherry Street, Unit #45, Suite 2500
Fort Worth, TX 76102
www.hud.gov

JAN 10 2018

Tommy Gonzalez, City Manager
City of El Paso
PO Box 1890
El Paso, TX 79950

Dear Mr. Gonzalez:

SUBJECT: Annual Community Assessment
2016 Program Year: September 1, 2016 – August 31, 2017
Community Development Block Grant (CDBG) Program, HOME Investment
Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program
and Housing Opportunities for Persons with AIDS (HOPWA) Program

HUD is required to conduct an annual review of performance by grant recipients according to the provisions of the Housing and Community Development Act and the National Affordable Housing Act. We must determine that each recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received. This is to report the results of our review of the City's performance.

Report

Our review is based on an evaluation of your consolidated planning process and progress in carrying out the programs, the management of funds by the City and your subrecipients, information provided in the Consolidated Annual Performance and Evaluation Report (CAPER) and the Integrated Disbursement and Information System (IDIS), results of on-site monitoring, and your achievement of program objectives.

We congratulate you on the City's accomplishments during the 2016 program year and your performance in the following areas:

CDBG Program

Providing Decent Housing. In its effort to provide decent housing, the City reports that it assisted 62 households with rehabilitation assistance; 10 households with direct homeownership assistance; 1,492 people through the provision of fair housing outreach and education services; and 386 people through first time homebuyer counseling.

Providing Suitable Living Environments. In its effort to provide a suitable living environment, the City reports that it completed 3 public facility improvements, 2 street improvements, and 2 park improvements; assisted 9,284 people through the provision of public services; and assisted the El Paso Continuum of Care through the provision of planning assistance.

Expanding Economic Opportunities. In its effort to expand economic opportunity, the City reports that it assisted 146 businesses through microenterprise assistance.

Primary Objective. According to the 2016 Action Plan, the City designated program year 2016 as the overall program benefit period. According to the 2016 CDBG Financial Summary Report, the City expended 100 percent of its funds for activities which principally benefit low- and moderate-income persons, which is greater than the 70 percent minimum standard for overall program benefit.

Timeliness. According to information provided in IDIS, the City is implementing its program in a timely manner. The timeliness standard is that 60 days before the end of the program year, a recipient must not have more than 1.5 program years of grant funds in its line of credit. As of July 3, 2017, the City's unadjusted and adjusted for program income line of credit balance was 1.47 and 1.47 grant years, respectively. This rate of progress assures that the benefits of the program are reaching the intended beneficiaries within a reasonable period of time after grant approval.

Program Caps. According to the 2016 CDBG Financial Summary Report, the amount of funds expended on planning and administration was 19.9 percent, which is below the 20 percent cap for such activities, and the amount of funds expended on public service activities was 11.1 percent, which is below the 15 percent cap for such activities.

HOME Program

Providing Decent Housing. In its effort to provide decent housing, the City reports that it assisted 38 households through the new construction of affordable rental housing; 20 households through the rehabilitation of affordable rental housing; and 9 households with first-time homebuyer assistance.

Timely Expenditure of Funds. A participating jurisdiction has two years to commit and five years to expend each year's HOME allocation. The general commitment requirement has been suspended for 2016-2019; however, the five-year expenditure deadline for FY 2014 and earlier grants and the two-year reservation requirement for Community Housing Development Organization (CHDO) reserve (CR) funds remain in place. The City met the expenditure and CR reservation requirements for the most recent deadline in September 2017.

ESG Program

Providing Decent Housing. In its effort to provide decent housing, the City reports that it assisted 3,249 people through the provision of emergency shelter assistance, homelessness prevention, and rapid rehousing assistance.

Expenditure Deadline. According to information provided in IDIS, the City has drawn 84.6 percent of 2016 grant funds and is on track to meet the 24-month expenditure deadline for its 2016 allocation. The expenditure deadline for 2015 grant funds is discussed further below.

Program Caps. According to information provided in IDIS, as of the end of the 2016 program year the amount of 2016 grant funds expended on emergency shelter and street outreach activities was 56.7 percent and administration was 5.3 percent, which is on track to meet the 60 percent cap and 7.5 percent cap for such activities, respectively.

HOPWA Program

Providing Decent Housing. In its effort to provide decent housing, the City reports that it assisted 56 households living with HIV/AIDS through the provision of tenant-based rental assistance and supportive services.

Expenditure Deadline. According to information provided in IDIS, the City has drawn 91 percent of 2016 grant funds and is on track to meet the 36-month program expenditure deadline for its 2016 allocation.

Program Caps. According to information provided in the CAPER, as of the end of the 2016 program year the amount of 2016 grant funds expended on grantee administration was 3 percent of the grant amount and project sponsor administration was 5.6 percent of the total sponsor award, which is on track to meet the 3 percent cap and 7 percent cap for such activities, respectively.

Areas Needing Improvement and Recommendations

We provide the following comments and recommendations for your consideration as you continue to improve performance, develop and refine your Consolidated Planning process, and carry out your programs.

HOME Program Monitoring. During the week of May 1-4, 2017, we conducted an on-site monitoring review of the City's HOME program. The program areas reviewed during the visit included: rental housing development projects and programs; owner/developer/sponsor written agreements; CHDO qualifications and procedures; and lead-based paint for rehabilitation activities. The review resulted in two findings of non-compliance in the areas of CHDO qualification and rental housing inspections. In addition, two recommendations to improve the effectiveness of the program was provided. On September 14, 2017, a monitoring letter and report containing all monitoring conclusions for the visit was sent to the City. On October 26

and December 14, 2017, the City submitted documentation to address the findings of non-compliance and on December 18, 2017, HUD closed the findings. In its October 26 response, the City requested technical assistance to ensure its CHDO guidelines, procedures, and application comply with the HOME regulations. We are currently working with the City to schedule the requested technical assistance.

HOME Vacant Units. The PR47 report in IDIS shows rental housing development units that are identified as vacant, along with the six- and 18-month occupancy deadline dates. According to the current report, the City currently has 3 rental housing development activities reporting 14 vacant units, and all those units will reach the six-month interim deadline for occupancy within the next six weeks. The City is reminded to complete data entry of occupant information in IDIS timely. If any of those 14 units are vacant at the six-month deadline, it must submit marketing information and, if appropriate, a marketing plan, for those units to this office for review.

ESG Program Expenditure Deadline. All grant funds must be expended for eligible activity costs within 24 months after HUD signs the grant agreement with the City. According to information provided in IDIS, the available balance of funds for the 2015 grant allocation is approximately \$109. Therefore, the City should draw the remaining available balance of funds for eligible activity costs.

ESG Program Monitoring. During the week of July 25-28, 2016, we conducted an on-site monitoring review of the City's ESG program. The program areas reviewed during the visit included homeless recordkeeping requirements, financial management, and match. The review resulted in three findings of non-compliance in the areas of financial management and match. In addition, a recommendation to improve the effectiveness of the program was provided. On August 25, 2016, a monitoring letter and report containing all monitoring conclusions for the visit was sent to the City and on February 8, 2017, a follow up letter was sent to the City. On September 23, 2016, the City submitted documentation to address the financial management findings of non-compliance and on February 8, 2017, HUD closed the findings. On April 5, 2017, the City submitted documentation to address the match finding of non-compliance and on April 25, 2017, HUD closed the finding.

Conclusion

As a result of our evaluation we have determined that the City has carried out its programs substantially as described in its Consolidated Plan; the Consolidated Plan as implemented complies with the requirements of the Housing and Community Development Act and other applicable laws and regulations; and the City has the continuing capacity to carry out its approved programs in a timely manner.

We are providing the City with 30 days from the date of this letter to comment on this report. Should the City wish to comment or request changes to it we will take them into consideration and provide a written response. If no comments are received within the period

allowed, then this report will be considered to be in final form. Once it is in final form, it will be made available to the public upon request.

Public Access

This report is intended to be shared with the public. You may provide copies to interested persons such as the news media, members of local advisory committees, and citizens attending public hearings. We request that you provide a copy of this letter to the Independent Public Accountant who performs the single audit of the City in accordance with 2 CFR part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

If you have any questions about this report, please contact Mark Roy, Senior CPD Representative, at (817) 978-5944.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shirley J. Henley", is written over a horizontal line.

Shirley J. Henley
Director

cc:

Nicole Ferrini, Interim Director, Community and Human Development

FUNDING REQUEST LIST
CITY OF EL PASO, TEXAS
2018-2019 ANNUAL ACTION PLAN



Department of Community and Human Development

PREPARED BY THE DEPARTMENT OF COMMUNITY
AND HUMAN DEVELOPMENT

Tuesday, July 10, 2018

TABLE OF CONTENTS

| | |
|--|-----|
| Project Recommended for Funding..... | 105 |
| Eligible Projects Not Recommended for Funding..... | 110 |
| Ineligible Projects..... | 118 |

REFERENCE GUIDE

| Categories |
|--|
| Street Improvements |
| Miscellaneous Street and Neighborhood Improvements |
| Economic Development |
| Housing |
| Public Facilities |

| Representative District Codes |
|--------------------------------|
| 2 = City Representative Anello |
| 4 = City Representative Morgan |
| CW = Citywide |
| |
| |
| |
| |

| Request Codes |
|--|
| GE = Government Entity |
| C = Citizen |
| D = City Department |
| REP = City Representative |
| O/A = Organization/Agency |
| NA = Recognized Neighborhood Association |
| PH = Public Hearing |

PROJECTS RECOMMENDED FOR FUNDING

Street Improvements

DISTRICT 2

None recommended for funding.

DISTRICT 4

No projects were deemed eligible and feasible. All were either ineligible or too costly.

CITYWIDE

None recommended for funding.

Miscellaneous Street Improvements

Cost Est. Dist. Req.

DISTRICT 2

- | | | | | |
|----|---|------------------|---|-----|
| 1. | Trowbridge Miscellaneous Street Improvements - Install curb extensions, textures sidewalks and medians on Trowbridge between Radford and Pershing. Requested by Martin Bartlett, 3703 Cambridge, 79903, 731-4066 | \$168,716 | 2 | C |
| 2. | Fort Boulevard Improvements - Fort Blvd from Copia to Justus: remove existing curb and gutter, outdated wheelchair ramps, driveways and signage; expand existing sidewalk; install bike land and ADA parking signs; install new curb and gutter; install one-sided curb extension at two intersections; install trees, shrubs, landscape rock and irrigation with water meter in parkway; install benches and planters in parkway. Requested by Rep. Aleksandra Anello, District 2, 212-0005. | \$354,400 | 2 | REP |

DISTRICT 4

- | | | | | |
|----|---|------------------|---|---|
| 1. | Sidewalk Gaps - Install sidewalk sections along Sun Valley and Pheasant St allowing pedestrians to get around their neighborhoods to access the city services. Total approximate linear feet:1,020. Deer & Pheasant, Sun Valley Dr Pheasant, Sun Valley Dr & Cross. Requested by Julio Perez, ADA Coordinator, 731-6659. | \$19,300 | 4 | D |
| 2. | Wheelchair Ramps - Install 26 curb cuts north of Terrace Hills ES area along Yellowstone St, Blythe, Thor and Carmen allowing pedestrians (specifically individuals with disabilities who use mobility devices) to safely use sidewalks at Yellowstone St & Blythe; Royal Dr. and Crenshaw & Tropicana; Blythe Dr & Sun Valley Dr.; Yellowstone St. & Thor St.; Thor St & Royal Dr.; Carmen & Becknell Ln;. Shenandoah & Blossom. Requested by Julio Perez, ADA Coordinator, 731-6659; three letters of support from advocates. | \$155,400 | 4 | D |

Miscellaneous Street Improvements (Continued)

| | Cost Est. | Dist. | Req. |
|--|------------------|-------|------|
| 3. Wheelchair Ramps - Install 18 curb cuts south of Terrace Hills ES area along Oakwood Dr and Girls Scouts Way. allowing pedestrians (specifically individuals with disabilities who use mobility devices) to safely use sidewalks at Oakwood Dr & Century Dr; Nesbit Ave and Odessa Ln & Conover Ln.; Keystone Ln & Odessa; Girls Scouts & Oakwood; Girls Scout Way & Keystone Ln. Requested by Julio Perez, ADA Coordinator, 731-6659; three letters of support from advocates. | \$121,500 | 4 | D |

CITYWIDE

| | | | |
|---|-----------------|----|---|
| 1. Audible Pedestrian Signals (APS) – install 15 APS throughout the City allowing visually-impaired pedestrians to access school and city services - Edgemere & George D.; Yarborough & Montana; Sunmount & Viscount; N Loop & Yarborough; Montana & Airways; Lee T. & Trawood; Saul K. & Edgemere; Pebble Hills & Saul Kleinfeld; Gateway W & Hawkins; Montana & Trowbridge; N Stanton at California, Arizona, Rim, Kerbey and Cincinnati. Requested by Julio Perez, ADA Coordinator, 731-6659; three letters of support from advocates. | \$66,766 | CW | D |
|---|-----------------|----|---|

Economic Development

| | Cost Est. | Dist. | Req. |
|--|-----------------|-------|------|
| 1. Microenterprise Technical Assistance and Loan Program - Project Vida Community Development Corporation (PVCDC) PVCDC would continue and expand its collaboration with LiftFund to improve business skills and expand access to capital among small business owners. A primary objective of the project is job retention and job creation. Both agencies would continue to address the financial resources and technical assistance needs of microenterprises serving low-to moderate-income persons that have been unable to acquire this assistance through other channels. | \$90,000 | CW | O/A |

\$ 90,000 CDBG Funding Request
30,496 Project Vida/LiftFund – Committed Cash Resources
 \$120,496 Total Project Budget

Project Vida Community Development Corporation, Bill Schlesinger, Director, 3607
 Rivera Avenue, El Paso, TX 79905, 533-7057 Ext. 211. Contact Eric Hutson

Housing

| | Cost Est. | Dist. | Req. |
|--|--|-------|------|
| <p>1. Rebuilding Together El Paso – Volunteer Housing Rehabilitation Program</p> <p>Will provide basic and necessary repairs to rejuvenate and/or rehabilitate the homes of El Paso’s low income elderly and/or disabled homeowners. CD funds will be used on 22 homes in Representative District #2 targeted for this project. Repairs are made at no cost to the homeowner with hundreds of volunteers who do the majority of the work and donations of money and materials.</p> <p>\$72,500 CDBG Funding Request <u>12,500</u> Rebuilding Together Committed Cash Resources \$85,000 Total Project Budget</p> <p>Rebuilding Together El Paso, Inc., 5823 North Mesa, #538, El Paso, TX 79912. Contact Person, Roger de Moor, President and CEO, 342-3882(cell)832-7010 (office)</p> | <p>Requested: \$72,500</p> <p>Amount Awarded: \$60,000</p> | 2 | O/A |
| <p>2. Rebuilding Together El Paso – Volunteer Housing Rehabilitation Program</p> <p>Will provide basic and necessary repairs to rejuvenate and/or rehabilitate the homes of El Paso’s low income elderly and/or disabled homeowners. CD funds will be used on 21 homes in Representative District #4 targeted for this project. Repairs are made at no cost to the homeowner with hundreds of volunteers who do the majority of the work and donations of money and materials.</p> <p>\$72,500 CDBG Funding Request <u>12,500</u> Rebuilding Together Committed Cash Resources \$85,000 Total Project Budget</p> <p>Rebuilding Together El Paso, Inc., 5823 North Mesa, #538, El Paso, TX 79912. Contact Person, Roger de Moor, President and CEO, 342-3882(cell)832-7010 (office)</p> | <p>Requested: \$72,500</p> <p>Amount. Awarded: \$60,000</p> | 4 | O/A |
| <p>3. Fair Housing and Outreach Education</p> <p>Work with the City of El Paso Fair Housing Office and Fair Housing Task Force to develop and implement strategies to educate the community and its housing professionals to identify and eliminate illegal housing practices and other Fair Housing issues present in the community. Create awareness of discriminatory practices by distributing informational materials, community presentations, information fairs, education classes, website information. Assist any residents who encounter illegal, unfair and/or discriminatory treatment with the complaint process.</p> <p>\$25,000 CDBG Funding Request <u>7,000</u> Project Vida Committed Resources \$32,000 Total Project Budget</p> <p>Project Vida, 3607 Rivera, 79905; Bill Schlesinger, Co-director; 533-7057 (office); 490-6148 (cell)</p> | \$25,000 | CW | O/A |

Public Facilities

| | Cost Est. | Dist. | Req. |
|---|---|-------|------|
| DISTRICT 2 | | | |
| 1. Housing Authority City of El Paso – Lt Palmer Baird Memorial Apartments – 4747 Atlas, 79904 – install new amenities; upgrade connecting sidewalks; install park signage; install security cameras; install new futsal court with walls and goals and bleachers; install canopy over existing playground; install trash receptacles; install 2-inch caliper trees; install new lighting at existing basketball court, playground and new futsal court; install landscaping of trees, shrubs and landscape rock along parkway of Atlas connecting two complexes; allow neighborhood residents use of the amenities. Requested by Tom Deloye, 5300 Paisano, 79905, 849-3742. Petition with 15 signatures. | Total Project Cost: \$761,282 Amount Awarded: \$609,026 CDBG \$152,256 (20% match) | 2 | GE |
| Housing Authority City of El Paso – Juan Hart Memorial Apartments – 4861 Atlas, 79904 – Install new amenities; upgrade connecting sidewalks; install park signage; install security cameras; install canopy over existing playground; install poured in place safety surfacing; install trash receptacles; install additional lighting at playground and basketball court; install 7 benches; install several 2-inch caliper trees; install landscaping of trees, shrubs and landscape rock along parkway of Atlas connecting two complexes; allow neighborhood residents use of the amenities. Requested by Tom Deloye, 5300 Paisano, 79905, 849-3742. Petition with 19 signatures. | See above | 2 | GE |
| 2. Memorial Park Branch Library Teen Space Renovations – 3200 Copper, 79930 – add 25 ft by 16 ft for an enclosed teen space to the northwest corner of the current building next to the adult reading area; remove existing picnic table; remove doors and windows; selective concrete demolition; grade area; install acoustic ceilings, roof insulation, floor tile and coverings, masonry walls; install HVAC system; install 8 new windows, one exterior steel door, one interior steel door; paint interior; upgrade electrical system. Requested by Mark Pumphrey, Asst Library Director, and Suzanne Marrufo, Branch Manager; 252-3237. Four letters of support and a petition with 156 signatures. | \$220,800 | 2 | D |
| 3. Leona Ford Recreation Center Improvements – 3400 E Missouri, 79903 – Remove interior wall with asbestos; remove existing vinyl tile throughout; remove existing interior and exterior paint; remove 40 window grills; remove cabinets; repair roof membrane; install roof drains; modify sidewalks; install new acoustic ceiling tiles; install 40 energy efficient windows and new grills; paint exterior and interior throughout the building; install new flooring at the entire facility; merge billiards room with storage room next to it; minor restrooms renovations; install exterior steel door; replace kitchen; install 48-inch LED linear luminaires. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248. Project costs outweigh the benefit to residents. | \$569,600 | 2 | D |

Public Facilities (Continued)

Cost Est. Dist. Req.

DISTRICT 4

- | | | | |
|--|--|---|-----|
| 1. El Paso Independent School District Gene Roddenberry Planetarium – 9465 Roanoke, 79924 – renovate buildings at the current Crosby Elementary School to accommodate a 40-ft dome, new roof, improve main entrance, acoustic ceilings, partition walls, floor coverings, new lighting; new star gazing park area. Requested by EPISD, Daniel Vasquez, 6531 Boeing, 79925, 230-2362. 41 thank you cards and 51 thank you letters from students; 3 save the planetarium cards; letters of support from UTEP staff, EPISD Council PTA, El Paso Herald-Post petition with 239 email signatures | <p>Total Project Cost: \$1,159,880</p> <p>Amount Awarded: \$951,102 CDBG</p> <p>\$208,778 (18% match)</p> | 4 | GE |
| 2. Student Memorial Park Improvements – 9425 Vicksburg, 79924 - Remove existing rockwall; remove existing playground; replace existing playground; install fabric canopy over the playground with wood fiber fall surface; install new concrete sidewalks; install 9 new park lights; install 6 benches; install 2 covered picnic tables; install 4 trash receptacles; install 6 2-inch caliper trees and 10 shrubs; install rockwall enclosure for the new playground; modify irrigation system. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248 and Diedre Pratt, 9306 Roanoke, 79924; and Graciela Muncy, 9420 Montgomery, 79924. Petition with 67 signatures. | <p>\$580,500</p> | 4 | D/C |

CITYWIDE

None recommended for funding.

ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 2 | | DIST. | REQ. |
|--|---|-------|-------|
| 1. | Alta Vista Ball Field Improvements – 3501 Morenci: build storage facility for inventory and maintenance supplies; shade structure over bleachers. Requested by Rep. Alessandra Anello, District 2. Other park facilities that require improvements are a higher priority. The Parks Dept recommends the Neighborhood Association to pursue this request through NIP. | 2 | REP |
| 2. | Resurface of Arlen St between US-54 to Dyer Street. Requested by Betty Araujo, 8809 Norton, 79904, 202-7676 Cost estimate \$505,700. Resurfacing will not solve the issues presented by the residents. | 2 | C |
| 3. | Repave Atlas between Gateway North and Diana, safety for Pedestrians. Requested by Rosa Mendoza, 7610 Mt Latona, 79904, 755-5111. Cost estimate \$1,116,300. Resurfacing will not solve problems presented by residents. | 2 | C |
| 4. | Install bike trail with ADA access along Dyer from Chapin HS to Hondo Pass. Requested by Gayland Wilshire, 4525 Vulcan, 79904, 755-5111. Projects associated with potential high costs considering the segment length of the street were not recommended. | 2 | C |
| 5. | Boy Scout Lodge Improvements – 5415 Trowbridge: create multi-purpose community center and Fire Dept SHOC program. Requested by Rep. Alessandra Anello, District 2; and David Ochoa, 4431 Trowbridge, 79903. Petition with 23 names CDBG funds are not sufficient to build a new recreation center. | 2 | REP/C |
| 6. | Install trail head on Fort Blvd from Alabama to dead end. Requested by Rep. Alessandra Anello, District 2, 212-0005 There is no plan to build a trail in this area. | 2 | REP |
| 7. | Grandview Park Improvements – 3100 Jefferson: finish walking path with mile markers; make tennis court into mini soccer courts, new basketball court, exercise equipment. Requested by Annette Campos, 3412 Monroe, 79930 This park has been recently improved with a new splash pad and a new parking lot. Other park facilities that require improvements are a higher priority. | 2 | C |
| 8. | Grandview Park Improvements – 3100 Jefferson: Create large rec center in the park. Requested by Tayde Crystal Ramos, 3716 Hamilton, 79930 CDBG funds are not sufficient to build a new recreation center. | 2 | C |
| 9. | Grandview Senior Center Improvements – Upgrade restrooms. (39th Year project did not include this.) Requested by Jorge Almada, 3501 Pierce, 79930 This senior center was recently remodeled. Other park facilities that require improvements are a higher priority. | 2 | C |
| 10. | Repave Howard between Apollo and Hercules. Requested by Rosa Mendoza, 7610 Mt Latona, 79904, 755-5111. Projects associated with potential high costs considering the segment length of the street were not recommended. | 2 | C |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 2 (CONTINUED) | | DIST. | REQ. |
|--|--|-------|-----------|
| 11. | Logan Park Improvements – 5500 Byron: install lighting especially near restrooms. (40th year project lights only around new playground). Requested by Rep. Alexsandra Anello, District 2. This park was recently remodeled. Other park facilities that require improvements are a higher priority. The Parks Dept recommends the Neighborhood Association to pursue this request through NIP. | 2 | REP |
| 12. | Repave Mt Latona between Apollo and Hercules; safety for Pedestrians. Requested by Rosa Mendoza, 7610 Mt Latona, 79904, 755-5111. Projects associated with potential high costs considering the segment length of the street were not recommended. | 2 | C |
| 13. | Nolan Richardson Park Improvements – 4435 Maxwell: Build indoor pool next to recreation center; add security cameras. Requested by Rafaela George, 4936 Guadalupe, 79904 CDBG funds are not sufficient to build an indoor pool. | 2 | C |
| 14. | Pollard Park Improvements – 4500 Pollard: Install additional lighting especially in the natural grass area. Requested by Tayde Crystal Ramos, 3716 Hamilton, 79930. Other park facilities that require improvements are a higher priority. The Parks Dept recommends the Neighborhood Association to pursue this request through NIP. | 2 | C |
| 15. | Stevens Park Improvements – Stevens & Alta: Install playground equipment. Requested by Rep. Alexsandra Anello, District 2; Martin Bartlett, 3703 Cambridge, 79903 This is not a park facility; it is a small street median. The space is limited and not adequate to install a playground. | 2 | REP/ C |
| 16. | Complete installation of streetlights on Lawrence from Dyer to Gtwy N; Lawson from Lawrence to Maxwell; Norton from Sunrise to Hondo Pass; Moonlight from Dyer to Gtwy N; Arlen from Dyer to Gtwy N; Maxwell from Dyer to Gtwy N. Requested by James Millender, 4517 Fairbanks, 79924, 494-0450 Already completed. | 2 | C |
| 17. | Repave Tyler between Elm and Dyer. Requested by Jorge Almada, 3501 Pierce, 79930, 562-2275. Cost estimate \$1,330,700. Resurfacing will not solve problems presented by residents. | 2 | C |
| 18. | Pave alley between Tyler and Polk from Cranfill to Justus. Requested by Martin Sanchez, 3107 Tyler, 79930, 244-6539. Cost estimate \$109,400. CD does not have resources to accomplish what residents requested which would involve alley vacation. | 2 | C |
| 19. | Walk/bike Trail near Memorial Park: Walking/bike trail along train tracks from Grant (end of Memorial Park) to N Lee at Rio Grande. Requested by Craig Peters, 1508 Elm 79930. This route not on the Bike Master Plan. The proposed site is not appropriate for a trail because of its proximity to the train tracks. | 2 | C |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 2 (CONTINUED) | | DIST. | REQ. |
|--|--|-------|------|
| 20. | Wellington Chew Senior Center Improvements – 4430 Maxwell: Wellington Chew Senior Center: more space for activities like dances, recreation, exercise, swimming pool; expand center; exercise/weight room; expand new dance floor; security cameras, new floor; security lighting in park; shade at the front and back; more lighting at night. (40th Year project did not include these items.) 13 separate requests were received from clients of the center. This senior center was recently remodeled. Other park facilities that require improvements are a higher priority. | 2 | C |
| 21. | Street Improvements on Arlen St between Gateway Blvd North and Dyer Street. Replace poorest section of pavement; restripe pavement; install new wheelchair ramps; install new curbs and sidewalk gaps; install curb inlets to capture water at two intersections; relocate one existing streetlight; install 4 2-inch caliper trees, 10 shrubs and landscape rock. Requested by Betty Araujo, 8809 Norton, 79904, 202-7676. Project costs outweigh the benefit to residents. | 2 | C |
| 22. | Street Improvements on Atlas between Gateway Blvd North and Diana. Remove existing curb and gutter and outdated wheelchair ramps; install new wheelchair ramps; install sidewalk gaps; add striping for bike lane; install water harvesting curb extension near school; install bike lane signs, traffic signs; install benches at canal crossing; install trees in parkways with temporary irrigation system. Requested by Rosa Mendoza, 7610 Mt Latona, 79904, 755-5111. Project costs outweigh the benefit to residents. | 2 | C |
| 23. | Street Improvements on Diana between Hondo Pass and Railroad. Remove existing driveway/median, curb and gutter, traffic sign; restripe area to Vulcan and Diana; install trees, shrubs, boulders and landscape rock; install irrigation system and water meter; replace openings in curb and gutter for stormwater harvesting; install sidewalk gaps from Knox to Titanic; install bike lane and traffic signs. Requested by Graciela Muncy, 9420 Montgomery, 79924, no phone. Project costs outweigh the benefit to residents. | 2 | C |
| 24. | Street Improvements on Tyler between Elm and Dyer. Restripe pavement for designated parking lane; remove outdated wheelchair ramps; install new wheelchair ramps; relocate existing streetlights for accessibility; install sidewalk gaps; install trees and landscape rock in parkways. Requested by Jorge Almada, 3501 Pierce, 79930, 562-2275. Project costs outweigh the benefit to residents. | 2 | C |
| 25. | Miscellaneous Street Improvements - Complete installation of streetlights on Roberts from Arlen to Maxwell. Requested by James Millender, 4517 Fairbanks, 79924, 494-0450. Project costs outweigh the benefit to residents. | 2 | C |
| 26. | Sidewalk Gaps – on Byron and Russell and Stevens in Grandview Area near Austin High School – approximately 3,100 linear feet at Frankfort & Stevens; Altura & Stevens; Russell & Richmond; Russell & Lebanon; Lebanon & Byron; Byron & Richmond; Savannah & Copia; Frankfort & Byron; Memphis & Byron; Nashville & Byron. Requested by Julio Perez, ADA Coordinator, 731-6659. Project costs outweigh the benefit to residents. | 2 | D |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 2 (CONTINUED) | | DIST. | REQ. |
|--|---|-------|------|
| 27. | Wheelchair Ramps - Install curb cuts at various intersections near Austin High School: 28 wheelchair ramps and 20 directional ramps allowing pedestrians (specifically individuals using mobility devices) to use sidewalks on Mobile & Stevens; Nashville & Stevens; Memphis & Stevens; Frankfort & Stevens; Savannah & Stevens; Altura & Stevens; Mobile & Byron; Savannah & Byron; Frankfort & Byron; Memphis & Byron; Nashville & Byron; Russell & Mobile. Requested by Julio Perez, ADA Coordinator, 731-6659; three letters of support from advocates. Project costs outweigh the benefit to residents. | 2 | D |
| 28. | Wheelchair Ramps - Install wheelchair ramps at various intersections near Nations Tobin Park along Pikes Peak, Blue Ridge and Ms. Shasta for a total of 29 curb cuts allowing pedestrians (specifically individuals using mobility devices) to use sidewalks on Pikes Peak at Mt Capote, Mt. Shasta, Mt. Hagan, Mt. Chinati, Mt. Bona, and Mt. Whitney. Blue Ridge at Mt. Delano, Mt. Elbert, and Mt. Capote. Mt Shasta at Andes Dr, Mt Hood Dr, Mt. Abbott and Sierra Madre. Requested by Julio Perez, ADA Coordinator, 731-6659; and Raquel Samaniego, 8821 Mt. Hagan, 79904, 755-5119; three letters of support from advocates. Project costs outweigh the benefit to residents. | 2 | D |
| 29. | Miscellaneous Street Improvements - Fort Blvd from Copia to Justus: remove existing curb and gutter, outdated wheelchair ramps, driveways and signage; expand existing sidewalk; install bike land and ADA parking signs; install new curb and gutter; install one-sided curb extension at two intersections; install trees, shrubs, landscape rock and irrigation with water meter in parkway; install benches and planters in parkway. Requested by Rep. Alexsandra Anello, District 2, 212-0005. Project costs outweigh the benefit to residents. | 2 | REP |
| 30. | Chelsea New Skate Park – 819 Chelsea, 79903 Remove existing concrete sidewalk; remove existing rock wall; remove existing pool equipment; remove existing chain link fence; install new concrete sidewalks and one ADA wheelchair ramp; install new ADA parking sign; install wire welded fence; Install new skate park; install 40 ft by 40 ft fabric shade canopy; install 2 metal shaded picnic tables; install 2 benches; install 2 trash receptacles; install 1 park name sign; install 1 park rules sign. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248; and Irene Lucero, P O Box 973103, 79997; and David Ochoa, 4431 Trowbridge, 79903. Petition with 17 names. Project costs outweigh the benefit to residents. | 2 | D/C |
| 31. | Memorial Park Branch Library Restroom Improvements – 3200 Copper, 79930 – Modernize and expand the public restrooms by a square footage of 23ft x 12ft.; remove existing concrete sidewalk; remove existing wall; install new sidewalk; adjust utility manhole; install new restroom to include ADA facilities (sink, hand dryers, soap dispensers), baby changing equipment. Requested by Mark Pumphrey, Asst Library Director, and Suzanne Marrufo, Branch Manager; 252-3237. Three letters of support and a petition with 153 signatures. Project costs outweigh the benefit to residents. | 2 | D |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 2 (CONTINUED) | | DIST. | REQ. |
|--|--|-------|------|
| 32. | Memorial Park Improvements – 1701 Copia, 79930 - Install mesh fences and gates for three separate areas; install 3 drinking fountains pet/human; install new sod, 12 2-inch caliper trees, stabilized screening; install irrigation system; install 11 35 ft high aluminum light poles with LED fixtures; install electric service pole with LED fixture; install 12 benches with canopies and 6 plain benches; install 6 pet waste bag dispensers; install 6 trash receptacles; install one park rules sign; install 3 park name signs; install new asphalt parking lot (10 stalls); install sidewalks to connect area; install new fabric canopy over the existing playground on Copper St. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248; and Tayda Crystal Ramos, 3716 Hamilton, 79930, 269-1167. Project costs outweigh the benefit to residents. | 2 | D/C |
| 33. | Mountain View Park Improvements – 8501 Diana, 79904 -Remove existing sod; repoint existing rockwall; remove existing playground; install new concrete sidewalk connecting play areas; install 5 covered picnic tables; install 5 trash receptacles; install new basketball court; install 2 benches at the basketball court; install 4 light on concrete poles for the basketball court; install 2 pet waste bag dispensers; install fabric canopy over playground; install new playground with wood fiber surface and wood fiber for existing swing set; modify irrigation system for new amenities. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248; and Gilda Wilson, Mountain View NA, 4916 Guadalupe, 79904, 667-0382. Project costs outweigh the benefit to residents. | 2 | D/C |
| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 4 | | DIST. | REQ. |
| 1. | Colonia Verde Park Improvements – 5452 Ketchikan: Install shade canopy over playground. Requested by Laura Weber, 5113 Prince Edward, 79924. This project will be considered to be done in-house with parkland dedication funds. | 4 | C |
| 2. | Resurface and Drainage on Hondo Pass from Railroad to Dyer. Requested by Graciela Muncy, 9420 Montgomery, 79924, no phone. Projects associated with potential high costs considering the segment length of the street were not recommended. | 4 | C |
| 3. | Resurface and drainage on Joe Herrera from McCombs to Diana. Requested by Graciela Muncy, 9420 Montgomery, 79924, no phone. Projects associated with potential high costs considering the segment length of the street were not recommended. | 4 | C |
| 4. | Street lights on Joe Herrera from Diana to McCombs. Requested by Diedre Pratt, 9306 Roanoke, 79924, 751/768-2060 Streetlights were counted for each street segment and an analysis was conducted as to whether there were sufficient streetlights already existing or not. The streets analyzed to have sufficient streetlights were not recommended. | 4 | C |
| 5. | Jorge Montalvo (Sherman) Park Improvements – 5820 Tiger Eye: Install shade trees and add benches along the parkway. Requested by Earline Swain, 10841 Jadestone, 79924 This project will be considered to be done in-house. | 4 | C |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING - DISTRICT 4 (CONTINUED) | | DIST. | REQ. |
|--|---|-------|------|
| 6. | Resurface McCombs from Trans Mt to Hondo Pass. Requested by Barbara Pugh, 5813 Porpoise, 79924, 755-5917 Projects associated with potential high costs considering the segment length of the street were not recommended. | 4 | C |
| 7. | Resurface and drainage on Railroad from McCombs to Fred Wilson. Requested by Graciela Muncy, 9420 Montgomery, 79924, no phone Projects associated with potential high costs considering the segment length of the street were not recommended. | 4 | C |
| 8. | Resurface Roanoke between Joe Herrera and Sanders. Requested by Diedre Pratt, 9306 Roanoke, 79924, 751/768-2060. Cost estimate \$465,700. Resurfacing will not solve problems presented by residents. | 4 | C |
| 9. | Street lights on Roanoke from Joe Herrera to Sanders. Requested by Diedre Pratt, 9306 Roanoke, 79924, 751/768-2060 Streetlights were counted for each street segment and an analysis was conducted as to whether there were sufficient streetlights already existing or not. The streets analyzed to have sufficient streetlights were not recommended. | 4 | C |
| 10. | Resurface and drainage on Wren from McCombs to Salisbury. Requested by Graciela Muncy, 9420 Montgomery, 79924, no phone. Projects associated with potential high costs considering the segment length of the street were not recommended | 4 | C |
| 11. | YMCA Bowling Family Branch Improvements – 5509 Will Ruth: repurpose part of the facility into senior center; add ADA parking along Will Ruth. Requested by Betty Halliburton, 3820 Quill, 79924; and Joseph & Kelly Davis, 10524 Brisbane, 79924; and Regina Arnold, 104 Sherwood Forest, 79924. Petition with 107 names. (Still need to verify ownership of the buildings.) This facility is not operated by the City. At this time, other park facilities operated by the City require improvements that are a higher priority. | 4 | C |
| 12. | YMCA Bowling Family Branch Improvements – 5509 Will Ruth: repurpose part of the facility into community /wellness center; include lanai space, kitchen space, bathrooms by the pool, upgrade track, upgrade outdoor basketball court; include lanai, new kitchen space, upgrade changing area at pool, add restrooms, upgrade track, upgrade basketball court, add ADA parking. Requested by Betty Halliburton, 3820 Quill, 79924; and Joseph & Kelly Davis, 10524 Brisbane, 79924; and Regina Arnold, 104 Sherwood Forest, 79924. Petition with 107 names. Include a dog park in the expansion. Requested by Sally Ramirez, 6108 Sun Valley, 79924. (Still need to verify ownership of the buildings and lease agreement of the land.) This facility is not operated by the City. At this time, other park facilities operated by the City require improvements that are a higher priority. | 4 | C |
| 13. | Wheelchair Ramps - Install 22 curb cuts in the Sun Valley East (NE) area along Sherbrook, Service Rd and Panther Dr. allowing pedestrians (specifically individuals with disabilities who use mobility devices) to safely use sidewalks at Service Rd & Devon Ave; Creston Ave & Sherbrook Ave.; Sherbrook Ave & Quebec St; Ontario Ave & Manitoba St.; Panther Dr & Ontario Ave: Manitoba St & Yukon St. Requested by Julio Perez, ADA Coordinator, 731-6659; three letters of support from advocates. Project costs outweigh the benefit to residents. | 4 | D |

| ELIGIBLE PROJECTS NOT RECOMMENED FOR FUNDING - DISTRICT 4 (CONTINUED) | | DIST. | REQ. |
|---|--|-------|------|
| 14. | Walking Trail along Donald Drive – north side of Donald between Rushing and Alcan, 79924 - New concrete or asphalt trail 10 ft wide; remove existing traffic signs; install asphalt hike/bike trail with curbs; stripe pavement; install concrete sidewalks; install 75 bollard lights with electrical service; install 15 bike lane and traffic signs; install 4 benches; install one bike rack; install 180 shrubs and 60 2-inch caliper trees; install rock screening; install 5 trash receptacles; install 2 mutt mitt pet waste dispensers; install one park name sign, one park rules sign and 2 bicycle path signs; install new irrigation system. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248, and Joseph Davis, 10424 Brisbane, 79924. Project costs outweigh the benefit to residents. | 4 | D/C |
| ELIGIBLE PROJECTS NOT RECOMMENED FOR FUNDING - CITYWIDE | | DIST. | REQ. |
| 1. | Armijo Park Improvements – 620 E 7th: need better parking. Requested by Steve Strumer, 504 Oregon, Apt 17, 79901. Other park facilities that require improvements are a higher priority. | 8 | C |
| 2. | Fair Housing and Outreach Education \$25,000 CDBG Funding Request 72,500 Project Bravo Committed Resources \$97,500 Total Project Budget El Paso Community Action Program, Project Bravo, Inc.; 2000 Texas, 79901; Jessie Vasquez, Lead Housing Counselor, 562-4100, Ext 130 (office) , 422-5899 (cell) Steering Committee recommended funding another agency. | CW | O/A |
| 3. | Fair Housing and Outreach Education \$ 25,000 CDBG Funding Request 76,359 La Posada Committed Resources \$101,359 Total Project Budget La Posada Home, Inc.; 1020 N Campbell, 79902; Sonya Saunders, Executive Director; 544-4595 (office; 613-7211 (cell) Steering Committee recommended funding another agency. | CW | O/A |
| 4. | Happiness Senior Center Improvements – 563 N Carolina: extend building towards the park; extend exercise room; expand classrooms; more rooms and taller toilets in the restrooms. Requested by 20 separate clients of the center. This senior center will be remodeled this year. Other park facilities that require improvements are a higher priority | 7 | C |
| 5. | Houston Park Improvements – 900 Montana: plant saplings now to replace older trees that will die off soon. Requested by Matt Carroll, 1011 St Vrain, 79902. These improvements will be considered to be done in-house. | 8 | C |
| 6. | Pat O-Rourke Rec Center Improvements – 901 N Virginia: plant trees in parkway along Rio Grande Ave. Requested by Matt Carroll, 1011 St Vrain, 79902. Other park facilities that require improvements are a higher priority. In addition, this would be a Streets & Maintenance Dept. project. | 8 | C |

| ELIGIBLE PROJECTS NOT RECOMMENDED FOR FUNDING – CITYWIDE (CONTINUED) | DIST. | REQ. |
|---|-------|------|
| <p>7. Street Improvements on Piedras between Magoffin and Olive. Remove existing asphalt, ramps curb and gutter, signage for curb extensions; install one 60 ft choker or two 30 ft chokers by school; restripe pavement for bike lane; install bike lane and traffic signs; install trees and shrubs in parkway north of canal and south of Magoffin; install irrigation system and water harvesting in parkway. Requested by Kezia Flores, 2328 Bassett, 79901, 727-0565. Project costs outweigh the benefit to residents.</p> | 8 | C |
| <p>8. Riverside Park Improvements – 7600 Alameda, 79915 - Remove some existing sod; repoint existing rockwall; remove existing playground; install new concrete sidewalks; install 3 new park lights; install new playground with wood fiber fall surface; install fabric canopy over the playground; install 2 covered picnic tables; install 3 trash receptacles; install 3 benches; install 8 2-inch caliper trees; install 10 bike lane and traffic signs; modify irrigation system. Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248, and Requested by Ana Duenez, 221 Arbor, 79915, 407-2471. Project costs outweigh the benefit to residents.</p> | 3 | D/C |
| <p>9. Thomas Manor Park Improvements – 7901 Knights, 79915 - Remove some existing sod; repoint existing rock wall; remove existing playground; install new playground with wood fiber fall surface; install new concrete sidewalk; install 3 new park lights; install fabric canopy over playground; install 4 picnic tables; install 2 metal canopies over picnic tables groups; install 2 trash receptacles; install 10 bike lane and traffic signs; modify irrigation system Requested by Tracy Novak, Director, and Karla Chavez, Project Review Coordinator; 248-8248. Project costs outweigh the benefit to residents.</p> | 7 | D |

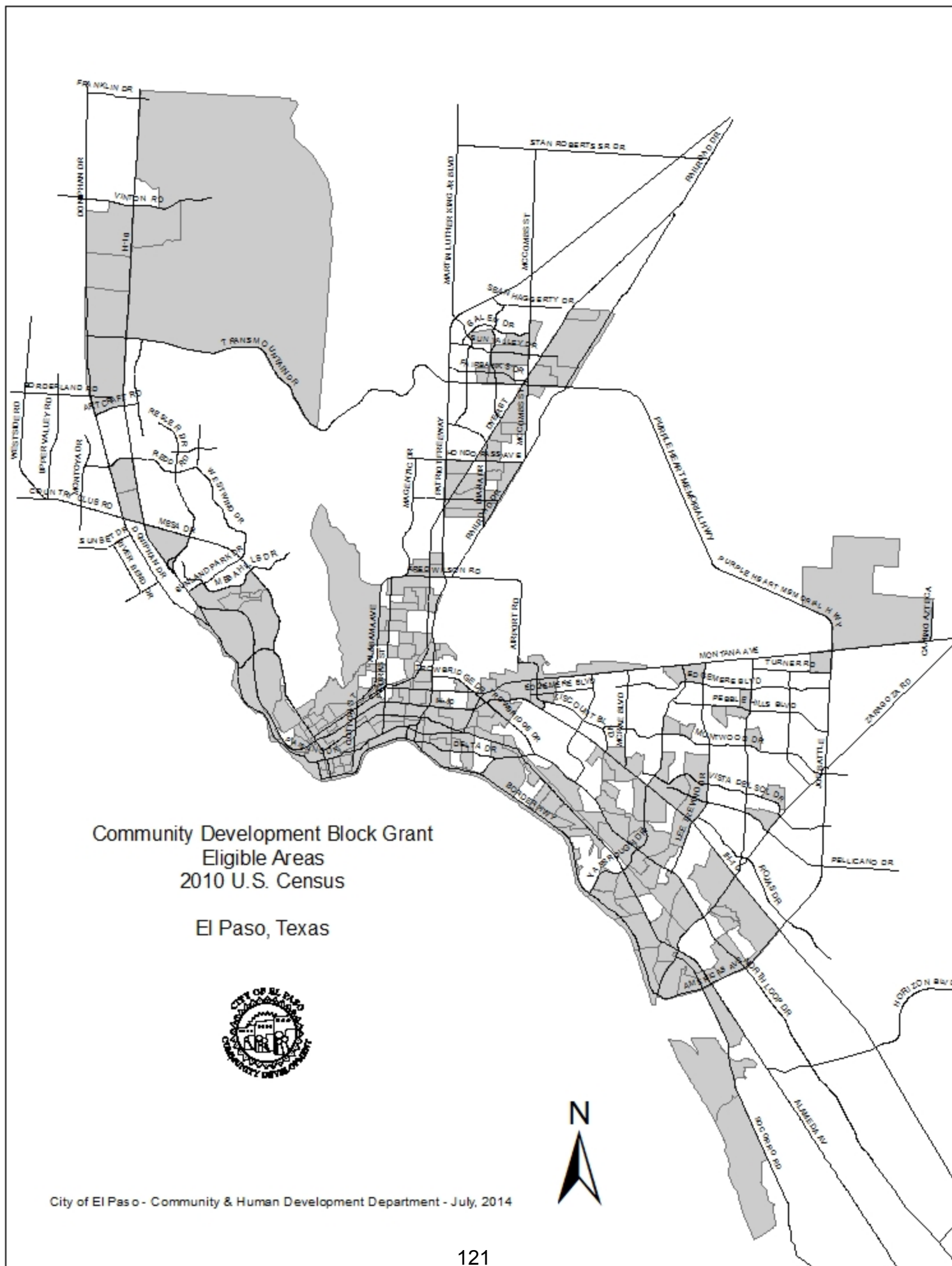
INELIGIBLE PROJECTS

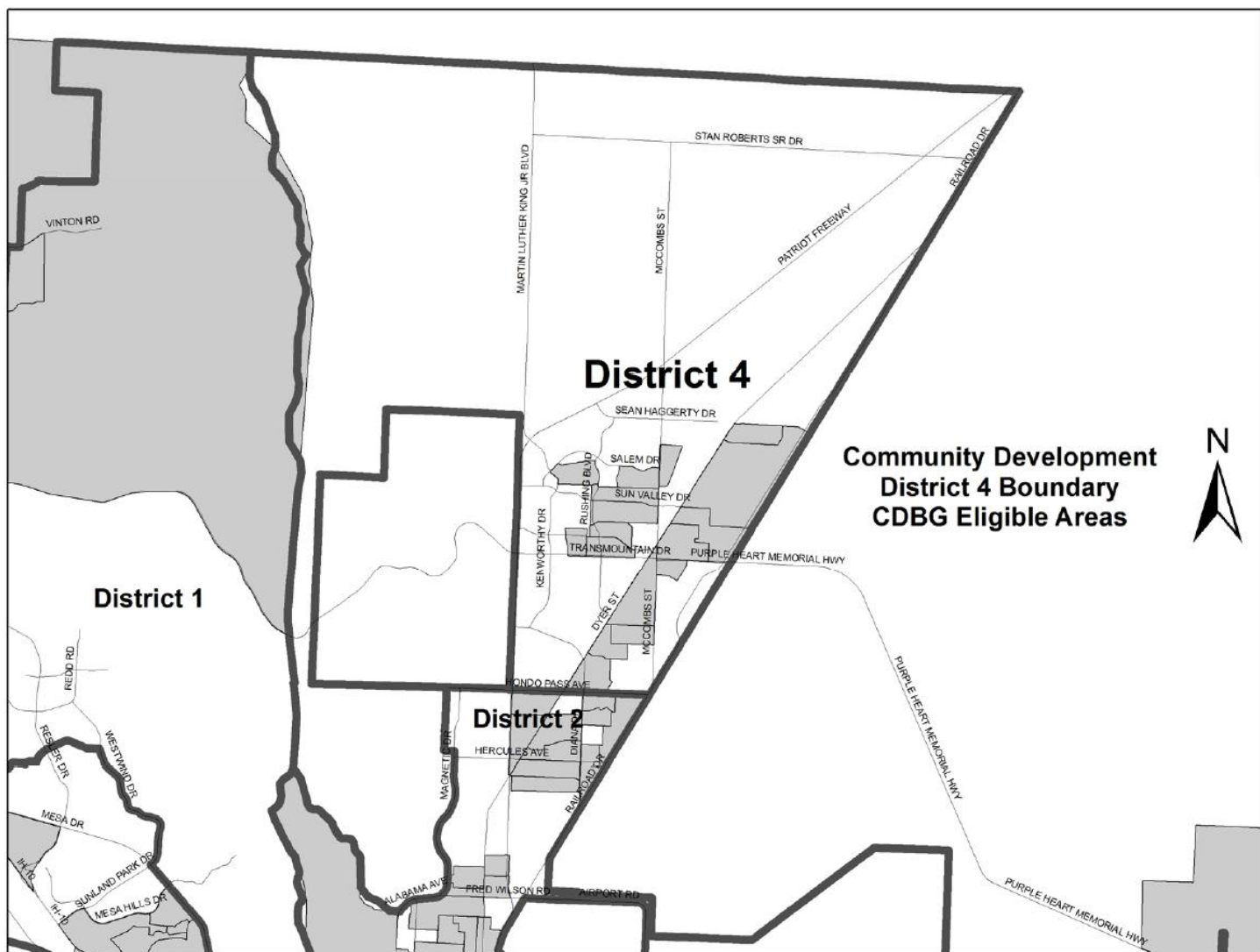
| INELIGIBLE PROJECTS - DISTRICT 2 | | DIST. | REQ. |
|----------------------------------|--|-------|------|
| 1. | Restore existing mural or create new mural at Alabama and Broadus. Requested by Rep. Alessandra Anello, District 2. PROPERTY IN CITY ROW; OWNER OF MURAL UNKNOWN. | 2 | REP |
| 2. | Install street lights on Atlas from Magnetic to Gateway South. Requested by Hortensia Grijalva, 3817 Atlas, 79904. CT 4.01, BG 3; CT 4.03, BG 2: 1308 L-M / 4895 UNIV = 28.2% Ineligible service area. | 2 | C |
| 3. | Need drainage on Caples between Patterson and Hibbert. Requested by David Ochoa, 4431 Trowbridge, 79903. CT 25, BG 7: 245 L-M / 725 UNIV = 34% Ineligible service area. | 2 | C |
| 4. | Community rainwater harvesting garden / pocket park at SW corner of Chelsea and Trowbridge; native trees, benches, artistic basketball court/wall. Requested by Beatriz Baeza, 1109 Cardon, 79903. CT 33, BG 1-2, 5-7: 2350 L-M / 4850 UNIV = 48.4% Ineligible service area. | 2 | C |
| 5. | Install sidewalks on Edgar Park and Comet. Requested by Betty Halliburton, 3820 Quill, 79904. CT 4.03, BG 2: 760 L-M / 2000 UNIV = 38% Ineligible service area. | 2 | C |
| 6. | Haddox Family Park Improvements – 4501 Mobile: install 40 ft by 30 ft shade canopy over playground. Requested by Madeleine Haddox, 2711 Radford, 79903. CT 25, BG 3&7: 490 L-M / 1145 UNIV = 42.8% Ineligible service area. | 2 | C |
| 7. | Create a walk/bike trail along Magnetic from Hondo pass to Fred Wilson similar to the Edgemere Median. Requested by Marcia Heller, 7764 Cedar, 79904. CT 4.01, BG 1-3; CT 4.03, BG 1-2; CT 6, BG 1-4; CT 106, BG 3: 5760 L-M / 14425 UNIV = 39.9% Ineligible service area. | 2 | C |
| 8. | Install sidewalks or trail along Magnetic from Zion to Davis Seamon similar to Resler. Requested by Mary Benanti, 7420 Umbria, 79904. CT 4.01, BG 3; CT 6, BG 1, 3-4; CT 106, BG 2-3: 3770 L-M / 8275 UNIV = 45.6% Ineligible service area. | 2 | C |
| 9. | Install sidewalks gaps on Marr between Oxford and Bliss. Requested by David Ochoa, 4431 Trowbridge, 79903. CT 25, BG 2&8: 445 L-M / 1235 UNIV = 36% Ineligible service area. | 2 | C |
| 10. | Create central community park on City-owned land bounded by Montana, Global Reach and Spur 601 to include and open air arena. Requested by Alex Sanchez, 5209 Timberwolf, 79903. COST FAR EXCEEDS THE AVAILABLE FUNDING. | 2 | C |
| 11. | Raynolds Median Improvements – Hastings to La Luz: update linear trail with paved walk/jog path, solar lighting, dog waster bag dispensers, benches or table/bench combos, solar powered trash receptacles, signs about no bicycles or skateboards on path; add solar powered flashing light at Trowbridge intersection. Requested by Irene Lucero, P O Box 973103, 79997. CT 25, BG 2-3,7-8; CT 33, BG 1-2, 6-7; CT 34.02, BG 1: 3210 L-M / 7585 UNIV = 42.3% Ineligible service area. | 2 | C |

| INELIGIBLE PROJECTS – DISTRICT 2 (CONTINUED) | | DIST. | REQ. |
|--|--|-------|------|
| 12. | Create small sports field in storm water reservoir located on east side of US 54 adjacent to western boundary of Ft. Bliss. Requested by David Ochoa, 4431 Trowbridge, 79903. PROPERTY NOT OWNED BY CITY. | 2 | C |
| 13. | Convert utility easement along southern boundary of Ft Bliss into pedestrian walk/bike/nature trail; add dog park; from Montana around Haddox Family Park to Pershing. Requested by Alex Sanchez, 5209 Timberwolf, 79903. Ct 25, BG 3-4, 6-8; CT 33, BG 1-2, 6-7; CT 34.02, BG 1: 5365 L-M / 10810 UNIV = 49.6% Ineligible service area. | 2 | C |
| 14. | Create senior center in the neighborhood. Requested by Debra Astorga, 4783 Titanic, 79904. Parks & Recreation Department was not aware of any city-owned properties (location) to place these amenities and stated they would not pursue an application, so a service area to determine eligibility could not be conducted by CD staff. | 2 | C |
| 15. | Create park in Sunrise Acres East bounded by US 54, Diana, Hercules and Apollo. Requested by Rep. Aleksandra Anello, District 2. Parks & Recreation Department was not aware of any city-owned properties (location) to place these amenities and stated they would not pursue an application, so a service area to determine eligibility could not be conducted by CD staff. | 2 | REP |
| 16. | Sunrise Park Improvements – 3800 Sunrise: install new play area. Requested by Hortensia Grijalva, 3817 Atlas, 79904. CT 4.01, BG 1-2; CT 4.03, BG 1-2: 1895 L-M / 6235 UNIV = 30% Ineligible service area. | 2 | C |
| 17. | Sunrise Park Improvements – 3800 Sunrise: new playground, more picnic areas, shaded swings. Requested by Denise Grajeda, 3250 Stone Edge, 79904. CT 4.01, BG 1-2; CT 4.03, BG 1-2: 1895 L-M / 6235 UNIV = 30% Ineligible service area. | 2 | C |
| 18. | Sunrise Park Improvements – 3800 Sunrise: install adult exercise equipment. Requested by Betty Halliburton, 3820 Quill, 79904. CT 4.01, BG 1-2; CT 4.03, BG 1-2: 1895 L-M / 6235 UNIV = 30% Ineligible service area. | 2 | C |
| 19. | Install traffic calming on Titanic, Atlas, Volcanic between Magnetic and Dyer. Requested by Rep. Aleksandra Anello, District 2. CT 4.01, BG 2-3; CT 4.03, BG 2: 1525 L-M / 6395 UNIV = 23.8% Ineligible service area. | 2 | REP |
| 20. | Redesign 4300-4400 blocks of sidewalks on Trowbridge for ADA compliance. Requested by David Ochoa, 4431 Trowbridge, 79903. CT 25, BG 2&8: 445 L-M / 1235 UNIV = 36% Ineligible service area. | 2 | C |
| 21. | Install landscaped bump outs, bike lanes, lighting, medians on Trowbridge from Howze to Montana. Requested by Beatriz Baeza, 1109 Cardon, 79903. CT 33, BG 1, 6-7: 1180 L-M / 3035 UNIV = 38.9% Ineligible service area. | 2 | C |

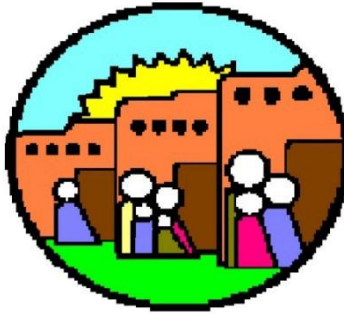
| INELIGIBLE PROJECTS - DISTRICT 4 | | DIST. | REQ. |
|---|---|-------|------|
| 1. | Sean Haggerty Improvements – from Aaron to Stonebridge, complete street to connect to Dyer over water canal. Requested by Russell Burt, 6229 Arch Bridge, 79924. CT 102.07, BG 2; CT 102.12, BG 1; CT 1.07, BG 1-6; CT 1.08, BG 1-2; CT 2.08, BG 1-2: 8310 L-M / 18535 UNIV = 45% Ineligible service area. | 4 | C |

| INELIGIBLE PROJECTS - CITYWIDE | | DIST. | REQ. |
|---------------------------------------|--|-------|------|
| 1. | Green Haven needs total fix. Requested by Pilar Rodriguez, 210 Green Haven 79907. CT 39.01, BG 1: 515 L-M / 1025 = 50.24% Ineligible service area. ON NEW CIP LIST | 6 | C |
| 2. | Street lighting and road repair on Rojas between Pendale and George Dieter. Requested by David Hensley, 11749 Tony Tejada 79936. CT 43.09, BG 3: 390 L-M / 1495 = 26.09% Ineligible service area. RESURFACE ON CIP LIST BUT NO FUNDING. | 7 | C |





CITY OF EL PASO
Department of Community and
Human Development



EMERGENCY SOLUTIONS GRANT (ESG)

Written Standards - Policy and Procedures



CITY OF EL PASO

Emergency Solutions Grants Program Policies & Procedures

| | | |
|-----------------|--|-------------------|
| <u>1</u> | <u>PROGRAM DESCRIPTION</u> | <u>126</u> |
| 1.1 | PURPOSE | 126 |
| 1.2 | CONSULTATION WITH HOMELESS CONTINUUM OF CARE PROGRAMS | 126 |
| 1.3 | WRITTEN STANDARDS FOR ESG ACTIVITIES | 126 |
| 1.4 | ELIGIBLE ACTIVITIES | 127 |
| 1.5 | ELIGIBLE APPLICANTS | 128 |
| 1.6 | PROGRAM PARTICIPANT ELIGIBILITY | 128 |
| 1.7 | COORDINATED INTAKE FOR ESG PARTICIPANTS | 129 |
| <u>2</u> | <u>PROGRAM REQUIREMENTS</u> | <u>129</u> |
| 2.1 | MATCH | 129 |
| 2.2 | AREA-WIDE SYSTEMS COORDINATION | 129 |
| 2.3 | FAITH-BASED ACTIVITIES | 130 |
| 2.4 | CONFLICT OF INTEREST / CODE OF CONDUCT | 130 |
| 2.5 | HOMELESS PARTICIPATION | 130 |
| 2.6 | SHELTER AND HOUSING STANDARDS | 130 |
| 2.7 | REPORTING | 131 |
| 2.8 | RECORDKEEPING | 131 |
| 2.9 | RECORDS RETENTION | 132 |
| <u>3</u> | <u>ESG PROGRAM COMPONENTS</u> | <u>132</u> |
| 3.1 | STREET OUTREACH | 131 |
| 3.2 | EMERGENCY SHELTER | 131 |
| 3.3 | HOMELESSNESS PREVENTION AND RAPID RE-HOUSING | 134 |
| 3.4 | INITIAL CONSULTATION | 136 |
| 3.5 | TERMINATING ASSISTANCE | 137 |
| 3.6 | SHORT- AND MEDIUM-TERM RENTAL ASSISTANCE GUIDELINES | 137 |
| <u>4</u> | <u>DEFINITION OF TERMS</u> | <u>140</u> |
| 4.1 | HOMELESS | 140 |
| 4.2 | AT RISK OF HOMELESSNESS | 141 |
| 4.3 | INCOME | 142 |
| <u>5</u> | <u>COMMUNITY STANDARDS FOR PROGRAM DELIVERY</u> | <u>143</u> |
| 5.1 | LOCAL COORDINATION OF SHELTERS AND SERVICE PROVIDERS | 143 |
| 5.2 | DETERMINING & PRIORITIZING ELIGIBILITY BASED ON LOCAL CHARACTERISTICS | 143 |
| 5.3 | EVALUATING INDIVIDUALS OR FAMILIES ELIGIBLE FOR ASSISTANCE | 144 |
| 5.4 | DETERMINATION OF PARTICIPANTS' SHARE OF COSTS | 144 |
| 5.5 | DETERMINATION OF PARTICIPANT'S LENGTH OF TIME FOR RENTAL ASSISTANCE | 144 |
| 5.6 | DETERMINATION OF HOUSING STABILIZATION/RELOCATION TYPE, AMOUNT & DURATION | 144 |
| 5.7 | CON PLAN REQUIREMENTS RELATED TO OTHER HOMELESS & SPECIAL NEEDS ACTIVITIES | 145 |

Emergency Solutions Grant Program

Based on the Emergency Solutions Grant (ESG) regulations at 24 CFR Subpart F § 576.500 the following policies were established and implemented by the City of El Paso. All sub-recipients of ESG funds must also create and implement, at a minimum, the following policies.

1 Program Description

1.1 Purpose

The ESG program is authorized by subtitle B of title IV of the McKinney-Vento Homeless Assistance Act authorizes the Department of Housing and Urban Development (HUD) to make grants for the rehabilitation or conversion of buildings for use as emergency shelter for the homeless, for the payment of certain expenses related to operating emergency shelters, for essential services related to emergency shelters and street outreach for the homeless, and for homelessness prevention and rapid re-housing assistance.

The 2009 Homeless Emergency and Rapid Transition to Housing (HEARTH) Act, expanded ESG's eligible activities from traditional homeless shelter and outreach services to include rapid rehousing and targeted homeless prevention. The ESG program objective is to assist individuals and families experiencing homelessness, or who are at risk of homelessness, to regain stability through services provided under the eligible activities outlined in Section 1.4 below.

1.2 Consultation with Homeless Continuum of Care Programs

Per the new ESG regulations, program recipients (state and local governments) must regularly consult with the homeless Continuum of Care (CoC) entity in their region to determine how to:

- Allocate ESG funds,
- Develop performance standards, and
- Evaluate the outcomes of projects and activities funded by ESG

1.3 Written Standards for ESG Activities

HUD guidance requires that jurisdictions that receive ESG funding must:

- Have written standards for providing ESG assistance, and
- Consistently apply those standards in its consolidated plan

The minimum requirements regarding these standards are set forth in 24 CFR 576.400(e)(1) and (e)(3) (§91.220(l)(4)(i), §91.320(k)(3)(i)). According to these regulations, these written standards must, at a minimum, include:

- a. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG;
- b. Standards for targeting and providing essential services related to street outreach;
- c. Policies and procedures for admission, diversion, referral and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g., victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;

- d. Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter;
- e. Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers (see §576.400(b) and (c) for a list of programs with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);
- f. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
- g. Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;
- h. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and
- i. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance; maximum number of months the program participant may receive assistance; or the maximum number of times the program participant may receive assistance.

In complying with these regulations, the City of El Paso has developed these internal policies and procedures, which communicates these and other requirements to sub-recipient agencies.

1.4 Eligible Activities

Funding is provided under this program for the following eligible activities and will target two populations, (1) individuals and families who are experiencing homelessness and (2) individuals and families who are currently in housing but are *at risk* of becoming homeless. The regulatory details for the following ESG eligible activities can be found in 24 CFR 576.101 through 108.

- a. Street Outreach
- b. Emergency Shelter
- c. Homelessness Prevention
 - i. Financial Assistance
 - ii. Housing Relocation & Stabilization
- d. Rapid Re-housing
 - i. Financial Assistance
 - ii. Housing Relocation & Stabilization
- e. Homeless Management Information System (HMIS)
- f. Administration (Grantee)

1.4.1 Ineligible Activities

The intent of ESG is to provide funding for housing or emergency shelter expenses to assist persons who are homeless or would be homeless if not for this assistance. Therefore, financial assistance or services to pay for expenses that are available through other public programs are not eligible. Case managers should work to link program participants to these other resources.

1.4.1.1 Mortgage Costs Ineligible

ESG is not a mortgage assistance program. Financial assistance may not be used to pay for any mortgage costs or costs needed by homeowners to assist with any fees, taxes, or other costs of refinancing a mortgage to make it affordable. Legal costs associated with refinancing a mortgage are also excluded. Households may receive financial assistance in securing permanent rental housing if all of the following three conditions are met: they are relocating due to foreclosure, meet the 30% or below Area Median Income eligibility requirement, and are homeless.

1.4.1.2 Other Ineligible Activities

In addition, ESG funds may not be used to pay for any of the following items:

- Credit card or other consumer debt
- Car repair or other transportation costs
- Participant travel costs
- Medical or dental care and medicines
- Clothing and grooming
- Home furnishings
- Pet care
- Entertainment activities
- Child care
- Cash assistance to program participants
- Other costs defined as ineligible in OMB Circular A-122

1.5 Eligible Applicants

Applicants eligible to apply for ESG funding include both private non-profit organizations and governmental entities that act to prevent homelessness and/or provide assistance to individuals or families experiencing homelessness. Eligible applicants must have an office in and serve eligible persons within the City of El Paso.

1.6 Program Participant Eligibility

ESG activities may be provided based on the participant status at intake. Status definitions can be found in Sections 4.1 (Homeless) and 4.2 (At Risk of Homelessness) of these policies. The table on the following page shows which activities can be carried out for each population.

| Component | Eligible to Serve | |
|-------------------------|---------------------------|--|
| | Those who are Homeless... | Those who are at risk of Homelessness... |
| Street Outreach | X | |
| Emergency Shelter | X | |
| Rapid Re-housing | X | |
| Homelessness Prevention | | X |

1.7 Coordinated Intake for ESG Participants

The City of El Paso and its ESG sub-recipients will use the centralized or coordinated assessment system developed by the Continuum of Care (CoC) in accordance with the requirements established by HUD.

2 Program Requirements

2.1 Match

As required by the ESG program regulations each sub-recipient of ESG funds will provide match equal to the amount of HUD funds received by the City of El Paso. Match must be documented and submitted in conjunction with each request for reimbursement. Match documented must be in an amount at least equal to the HUD ESG grant amount at year-end.

Matching contributions may be in the form of the following:

- a. Cash contributions; or
- b. Noncash contributions, calculated per requirements in 24 CFR §576.201(e), include the value of any real property, equipment, goods, or services contributed to the sub-recipient's ESG program, provided that if the sub-recipient had to pay for them with grant funds, the costs would have been allowable. Noncash contributions may include:
 - i. The purchase value of any donated material or building. Sub-recipients shall determine the value of any donated material or building, or of any lease, using a method reasonably calculated to establish a fair market value.
 - ii. Match in the form of services provided by individuals must be valued at rates consistent with those ordinarily paid for similar work in the sub-recipient's organization. If the sub-recipient does not have employees performing similar work, the rates must be consistent with those ordinarily paid by other employers for similar work in the same labor market.
- c. Costs paid by program income shall count toward meeting the sub-recipient's matching requirements, provided the costs are eligible ESG costs that supplement the ESG program.

2.2 Area-wide Systems Coordination

The City of El Paso will consult with the El Paso Homeless Coalition (CoC) to determine how to allocate ESG funds each program year; and develop or update performance standards for, and evaluate outcomes of, projects and activities assisted by ESG funds. The HMIS lead agency will develop or update funding, policies, and procedures for the administration and operation of the HMIS.

The City of El Paso and sub-recipients will coordinate and integrate, to the maximum extent practicable, ESG-funded programs with other programs targeted to homeless people in the area covered by the City of El Paso Homeless Collaborative Continuum of Care to provide a strategic, community-wide system to prevent and end homelessness for the area, per 24 CFR 576.400(b).

The City of El Paso and sub-recipients will coordinate and integrate, to the maximum extent practicable, ESG-funded activities with mainstream housing, health, social services, employment, education, and youth programs for which homeless families and individuals may be eligible. Examples of these programs include:

- Public housing programs assisted under section 9 of the U.S. Housing Act of 1937
- Housing programs receiving tenant-based or project-based assistance under section 8 of the U.S. Housing Act of 1937
- Supportive Housing for Persons with Disabilities
- HOME Investment Partnerships Program

- Temporary Assistance for Needy Families (TANF)
- Health Center Program
- State Children's Health Insurance Program
- Head Start
- Mental Health and Substance Abuse Block Grants
- Services funded under the Workforce Investment Act

2.3 Faith-based Activities

Sub-recipients shall not, in providing ESG assistance, discriminate against a program participant or prospective program participant on the basis of religion or religious belief.

2.4 Conflict of Interest / Code of Conduct

The City of El Paso and its sub-recipients must keep records to show compliance with HUD's organizational conflicts-of-interest requirements, a copy of the personal conflicts of interest policy or codes of conduct, and records supporting exceptions to the personal conflicts of interest prohibitions.

2.5 Homeless Participation

The City of El Paso will develop and implement a plan to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities, services, or other assistance that receive funding under Emergency Solutions Grant. The plan must be included in the annual action plan required under 24 CFR 91.220.

Sub-recipients must, to the maximum extent practicable, involve homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under ESG, in providing services assisted under ESG, and in providing services for occupants of facilities assisted under ESG. This involvement may include employment or volunteer services.

2.6 Shelter and Housing Standards

The City of El Paso requires that all shelters assisted and all housing occupied by program participants under ESG comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846), the Residential Lead-Based Paint Hazard Reduction Act of 1992 (42 U.S.C. 4851-4856), and implementing regulations in 24 CFR part 35, subparts A, B, H, J, K, M, and R.

A lead-based paint visual assessment conducted by a HUD Certified Visual Assessor must be completed for all units that meet the following three conditions:

- Participant living in a unit assisted with ESG funds;
- Unit was constructed prior to 1978; and
- A child under the age of 6 or a pregnant female will live in the unit.

Housing inspections will be completed, prior to providing rental assistance, by Subrecipient staff, a selected vendor hired for this purpose, or an authorized inspector of the City of El Paso Housing Authority. Subrecipients must ensure an inspection report is completed per the applicable regulations at 24 CFR 576.403 and maintained per ESG recordkeeping requirements.

If the housing unit receiving assistance requires lead-based paint disclosure the Subrecipient will require the participant to sign a disclosure, to be kept in the participant file, and will be offered a lead-based paint brochure.

2.7 Reporting

With the exception of victim service providers, ESG sub-recipients will participate in the Homeless Management Information System (HMIS) to report data for ESG funded programs according to the U.S. Department of Housing and Urban Development HMIS Data Standards, and the CoC HMIS policies and procedures. Victim service providers will use a comparable database that collects client-level data over time and generates unduplicated aggregate reports based on the data. Information entered into a comparable database will not be entered directly into or provided to an HMIS. The City of El Paso will allocate 3% of the ESG award for the HMIS Lead Agency's to administer the system.

2.8 Recordkeeping

The City of El Paso and sub-recipients will maintain records to verify compliance with all policies, procedures and regulations in addition to the following specific requirements for recordkeeping.

2.8.1 Program Participant Records

ESG sub-recipients must keep records for each program participant that document:

- a. Evidence of participants' status as either Homeless or "at risk of homelessness";
- b. The services and assistance provided, including, as applicable, the security deposit, rental assistance, and utility payments made on behalf of the program participant;
- c. Compliance with the applicable requirements for providing services and assistance under:
 - i) The program component and eligible activity provisions at 24 CFR 576.101-106;
 - ii) The provision on determining eligibility and amount and type of assistance at 24 CFR 576.401(a); and
 - iii) The provision on using assistance and services at 24 CFR 576.401(d) & (e).
- d. Compliance with the termination of assistance requirement in 24 CFR 576.402.

2.8.2 Rental Agreements

Sub-recipients must keep records including all leases and rental assistance agreements, and documentation of payments to owners and supporting documentation for these payments, including dates of occupancy by program participants.

2.8.3 HMIS

Sub-recipients must keep records of the participation of all participants in HMIS or a comparable database. The City of El Paso will keep records of the participation of all projects use of HMIS or a comparable database.

2.8.4 Confidentiality

All records containing personally identifying information of any applicant for and/or recipient of ESG assistance will be kept secure and confidential. The address or location of any domestic violence, dating violence, sexual assault, or stalking shelter project assisted under the ESG will not be made public, except with written authorization of the person responsible for the operation of the shelter. Information regarding participants will be released only after appropriate authorization to release and/or obtain information form is completed. Sub-recipients will redact all participant and confidential employee information prior to submitting documentation to the City of El Paso .

2.9 Records Retention

All ESG records must be retained for 5 years as required by 24 CFR 576.500(y). The retention period begins on the date of the submission of the State's annual performance and evaluation report (CAPER) to HUD in which the activities assisted are reported for the final time.

Access to all books, documents, papers, or other records of the State and its Subrecipients pertinent to ESG will be given to the HUD Office of the Inspector General, the Comptroller General of the United States, or any of their authorized representatives upon request for as long as they are retained.

3 ESG Program Components

3.1 Street Outreach

3.1.1 Eligible Program Participants

Eligible Program Participants are individuals and families who are homeless and living in a place not meant for human habitation.

3.1.2 Eligible Street Outreach Activities

Street Outreach services are provided on the street or in parks, abandoned buildings, bus stations, camp grounds and in other such settings where unsheltered persons are staying. Staff salaries related to carrying out street outreach activities are also eligible costs. Street Outreach services must be included under the Street Outreach component in the interim rule to be eligible costs with ESG funds and include:

- a. Engagement
- b. Case Management
- c. Emergency Health Services
- d. Emergency Mental Health Services
- e. Transportation
- f. Services to Special Populations

3.2 Emergency Shelter

Each shelter shall adopt the City of El Paso's policies articulated herein and must also maintain policies specific to the needs of the sub-recipient's organization. Emergency Shelter funds may be used for costs of providing:

1. Essential services to homeless families and individuals in emergency shelters
2. Operating emergency shelters

3.2.1 Eligible Program Participants

Eligible ESG Program participants are individuals and families who are homeless and residing in emergency shelter.

3.2.2 Eligible Activities – Rehabilitation and Conversion – City of El Paso will not use this Activity.

3.2.3 Eligible Activities – Shelter Essential Services

Eligible activities are the following essential services and staff costs related to carrying out these activities. Services must be included under the emergency shelter component in the interim rule to be eligible costs with ESG funds. Shelter Essential Services include:

- a. Case Management
- b. Life Skills
- c. Child Care
- d. Mental Health Services
- e. Education Services
- f. Employment Assistance and Job Training
- g. Outpatient Health Services
- h. Substance Abuse Treatment Services
- i. Legal Services
- j. Transportation
- k. Services for Special Populations

3.2.4 Eligible Activities – Shelter Operations

Costs to operate and maintain emergency shelters or to provide other emergency lodging, when appropriate. Eligible Shelter Operations costs: include

- a. Maintenance (including minor or routine repairs)
- b. Food
- c. Rent
- d. Furnishings
- e. Equipment
- f. Security
- g. Fuel
- h. Insurance
- i. Utilities
- j. Supplies necessary for the operation of the emergency shelter
- k. Hotel or motel voucher for family or individual*

** Hotel or motel vouchers are only eligible when no appropriate emergency shelter is available.*

3.2.5 Shelter Admissions

Emergency shelter admission is based upon the policies and procedures in place for each shelter structured by program design and target population. Each shelter will maintain policies based on their program structure regarding assessing, prioritizing, and reassessing participants' needs for essential services related to emergency shelter. In addition, an emergency shelter receiving ESG assistance will adopt the City of El Paso's ESG-related policies and procedures included herein, as well as any specific guidance articulated in the Request for Proposal (RFP) related to a specific grant award.

- a. A homeless person who falls within the program guidelines will be admitted to the shelter and treated equally and without favoritism. If unable to admit a homeless person the shelter shall refer them to an alternate facility.
- b. Participants will be given the opportunity to have their needs assessed and referrals made on their behalf to the appropriate agencies to assist in regaining stability. Shelter services will be offered regardless of a participant's ability to pay.
- c. Participants with any contagious disease(s) will be referred to the Health Dept. Shelters may require proof of a negative Tuberculosis test prior to admittance for the safety of other participants.
- d. For shelters that allow children, no child under the age of 18 will be admitted without a parent, primary caregiver or legal guardian. Youth between the ages of 12 through 18 are admitted to the youth shelter as long as the legal guardian provides permission within 24 hours of stay.

3.2.6 Prohibition Against Involuntary Family Separation

Any shelter that uses ESG funding or services and provides shelter to families with children under the age of 18 will not deny any family's admission based on the age of a child under age 18.

3.2.7 Shelter Diversion

Upon implementation of the Continuum of Care's Coordinated Assessment System, the City of El Paso will develop policies for standardizing and managing shelter diversion activities.

3.2.8 Referrals to Other Programs

Emergency shelter participants will be given the opportunity for needs assessment and referrals to the appropriate agency. As part of the referral process emergency shelters will coordinate and integrate with mainstream resources for homeless families and individuals as outline in Section 6.3(c) of these procedures.

3.2.9 Discharge from Shelter

Residential shelters will maintain detailed discharge policies and procedures based on the specific needs of the program participant served at each facility. Sub-recipients' policies will include any requirements mandated by any State or Federal law for the population served.

3.3 Homelessness Prevention and Rapid Re-Housing

3.3.1 Eligible activities – Homelessness Prevention

Within the Homelessness Prevention component, ESG funds may be used to provide:

- a. Housing Relocation and Stabilization Services
- b. Short- and/or Medium-Term Rental Assistance as necessary to prevent an individual or family from moving into an emergency shelter or another place not meant for human habitation.

The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help program participants regain stability in their current permanent housing or to move into other permanent housing and achieve stability in that housing.

Homelessness prevention must be provided in accordance with the housing relocation and stabilization

services requirements, the short-term and medium-term rental assistance requirements and the Program Requirements.

3.3.2 Eligible Participants – Homelessness Prevention

These types of assistance together are Homeless Prevention Component of ESG and may be provided to individuals and families who meet the criteria under the “at risk of homelessness” definition, or who meet the criteria in paragraph (2), (3) or (4) of the “homeless” definition and have an annual income below 30 percent of median family income for the area, as determined by HUD.

3.3.3 Eligible activities – Rapid Re-Housing

Within the Rapid Re-Housing component, ESG funds may be used to provide:

- a. Housing Relocation and Stabilization Services
- b. Short- and/or Medium-Term Rental Assistance, as necessary, (up to 24 months) to move a literally homeless individual or family into permanent housing.

The costs of rapid re-housing are only eligible to the extent that the assistance is necessary to help program participants move into other permanent housing and achieve stability in that housing.

Rapid Re-Housing assistance must be provided in accordance with the housing relocation and stabilization services requirements, the short-term and medium-term rental assistance requirements and the Program Requirements.

3.3.4 Eligible Participants – Rapid Re-Housing

ESG funds may be used to provide housing relocation and stabilization services and short and/or medium-term rental assistance as necessary to help a homeless household move as quickly as possible into permanent housing. To be eligible the household must meet the literally homeless criteria for Category 1 because they are residing (a) in a place not meant for human habitation or (b) in an emergency shelter or (c) are exiting an institution where they resided for 90 days or less after residing in either of the prior two situations.

Households that meet the criteria for Category 4 – households fleeing domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions related to violence – must also meet the criteria for Category 1.

3.3.5 Financial Assistance Costs

ESG funds may be used to provide services and/or financial assistance as outlined in 24 CFR 576.105(a). Financial assistance will be provided to housing owners, utility companies and other third parties for the following costs:

- a. Rental Application Fees
- b. Security Deposits – equal to no more than 2 month’s rent.
- c. Last Month’s Rent – if necessary to obtain housing can be paid to owner at the time the deposit and first month’s rent is paid.
- d. Utility Deposits and Payments – paid for up to 3 months within a 3 year period, per service, including up to 6 months of arrears, per service. Partial payments will be counted as one month. Assistance will only be provided on accounts in the name of the participant or a member of the same household. Eligible utility services are gas, electric, water and sewage.
- e. Moving Costs:
 - i. Truck Rental or Hiring Moving Company

- ii. Storage fees for up to 3 months accrued after the date participant receives assistance and before the participant moves into permanent housing.

3.3.6 Housing Relocation and Stabilization Services Costs

The following services may be provided to assist participants to regain stability:

- a. Housing search and placement as needed to assist participants in locating, obtaining, and retaining suitable permanent housing as defined in 24 CFR 576.105(b)(1).
- b. Housing stability case management as needed to pay cost of assessing, arranging, coordination, and monitoring the delivery of individualized services to facilitate housing stability. A participant residing in permanent housing may receive case management for a maximum of 24 months. A participant overcoming immediate barriers to obtain housing may receive case management for a maximum of 30 days during the search for housing. Services and activities allowed in this component can be found at 24 CFR 576.105(2).
- c. Mediation between the participant and the owner or person(s) the participant is living with, provided that mediation is necessary to prevent the loss of permanent housing in which the participant currently resides.
- d. Legal Services as outlined in 24 CFR 576.102(a)(1)(vi), with the addition of landlord/tenant matters. Services will only be provided in the event they are necessary to resolve a legal problem prohibiting the participant from losing or obtaining permanent housing.
- e. Credit Repair including credit counseling and other services necessary for participant to gain critical skills related to household budgeting, managing money, accessing a free personal credit report, and resolving personal credit problems. Payment or modification of debt is not an allowable service under this component.

3.4 Initial Consultation

An initial consultation with potential program participants (performed by sub-recipient staff) will determine if the individual or family qualifies as “homeless” or “at risk” of homelessness based on the definitions found at 24 CFR 576.2. To receive Rapid Re-housing, Emergency Shelter or Street Outreach assistance the applicant must be “homeless” at the time assistance is requested. To receive Homelessness Prevention assistance the applicant must be “at risk” of homelessness at the time assistance is requested. In addition, to be eligible for Prevention assistance, household income must be below 30% of Area Median Income (AMI). See section 3.4.1.1.

3.4.1 Verification of Eligibility

Program participants must provide sub-recipient agencies with necessary information and/or documentation prior to assistance to ensure that the eligibility criteria outlined in the regulations are met. Documentation at intake must provide evidence to establish and verify status. The City of El Paso *Written Standards for Provision of ESG Assistance* outlines requirements for the evaluation of the applicants’ eligibility. These standards are in Section 4 of these policies. A detailed list of HUD’s recordkeeping requirements can also be found online at:

<http://www.hudhre.info/index.cfm?do=viewResource&ResourceID=4579>.

3.4.1.1 Income Verification for Homelessness Prevention

In addition to other eligibility requirements, program participants who receive homelessness prevention assistance must, at their initial assessment, provide evidence of an annual household income below 30 percent of the City of El Paso median income (AMI), as determined by HUD. Income verification will be reassessed at least once every three (3) months for homelessness prevention program participants.

3.4.1.2 *Income Verification for Rapid Re-housing*

Eligibility of program participants who receive rapid re-housing assistance is not dependent upon their meeting an income threshold at application, however they will be required to verify household annual income if assistance is provided for longer than one year. The re-evaluation will establish that the program participant does not have an annual income that exceeds 30 percent of the City of El Paso area median income, as determined by HUD. Requirements for documenting annual income to verify eligibility for assistance is outlined in the sub-recipient written agreement and defined in 24 CFR 576.500(e). The definition of *income* can be found in Section 4.

3.4.1.3 *Determining Participant Ineligibility*

The ineligibility of each individual or family to receive ESG assistance will be based on the inability to meet the minimum eligibility requirements contained in 24 CFR 576 and the sub-recipient's internal policies. Sub-recipients must document the determination of ineligibility, including the reason for deeming the participant household ineligible.

3.5 Terminating Assistance

A program participant may be terminated from receiving assistance if a program requirement is violated. Terminations must be performed in accordance with a formal process established by the sub-recipient that recognizes the rights of individuals affected. Sub-recipients must exercise judgment and examine all extenuating circumstances in determining when violations warrant termination to ensure assistance is terminated only in the most severe cases. Termination does not bar the sub-recipient from providing further assistance at a later date to the same family or individual.

The termination process for participants receiving *rental assistance* or *housing relocation and stabilization services* must include:

- i. Written notice to the program participant containing a clear statement of the reasons for termination;
- ii. A review of the decision, in which the program participant is given the opportunity to present written or oral objections before a person other than the person (or a subordinate of that person) who made or approved the termination decision;
- iii. Prompt written notice of the final decision to the program participant; and
- iv. Agency procedures to ensure records to document compliance are kept.

3.6 Short- and Medium-term Rental Assistance Guidelines

3.6.1 Term of Assistance

Sub-recipients may provide eligible participant households with up to 24 months of rental assistance during any three-year period, as outlined in 24 CFR 576.106(a). The City allows for short term; 3-6 months and medium term; 6-24 months rental assistance.

3.6.2 Documentation of Insufficient Financial Resources and Support Networks

All sub-recipient ESG case records must clearly document that the participant household lacks any and all alternative options that could lead to permanent housing and 'but for' the ESG assistance the household would become literally homeless.

3.6.3 Changes in Household Composition

The limit of assistance for short- and medium-term assistance applies to the total assistance an individual receives, either as an individual or as part of a family.

3.6.4 Limits on Use with Other Rental Subsidies

Any participant that receives tenant-based rental assistance, or lives in a housing unit which receives project-based rental or operating assistance funded through other public sources are ineligible, except for a one-time payment of rental arrears of the tenant's portion of the rent.

Rental assistance may not be provided to households receiving replacement housing payments under the Uniform Relocation Act (URA) during the period of time covered by the URA payments.

3.6.5 Fair Market Rent

ESG requires housing units to meet BOTH rent reasonableness standards AND HUD's published Fair Market Rent (FMR) standards. The FMR guidelines include consideration of the number of bedrooms in the unit. Other factors that may create adjustments to the value, if material, include location, quality, size, type, age of the unit, and amenities provided by the owner, such as utilities. 2013 FMRs can be found at:

<http://www.huduser.org/portal/datasets/fmr/fmrs/docsys.html&data=fmr13>

3.6.6 Rent Reasonableness

HUD's rent reasonableness standard is designed to ensure that rents being paid are reasonable in relation to rents being charged for comparable unassisted units in the same market. Methods of determining and documenting rent reasonableness are described in the section below. For units within the FMR limit, if a rent reasonableness determination supports a **lower** rent than the advertised rent, then ESG funds may not be used to rent the unit (unless the landlord is willing to lower the rent). However, ESG funds could be used to assist the program participant to move to a different unit that meets both the FMR and rent reasonableness standards. If the rent reasonableness determination supports the advertised rent (and is within the FMR limit), rental assistance with ESG funds may be provided for the unit, as long as all other program requirements are met. Guidance for ESG sub-recipients on rent reasonableness and FMRs can be found at:

<https://www.onecpd.info/resource/3070/esg-rent-reasonableness-and-fmr/>

3.6.7 Rent Restrictions

As stated above, ESG rental assistance will be provided ONLY IF a unit's rent is within the Fair Market Rent (FMR) established by HUD annually AND complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.

The rental assistance amount will only include:

- a. Rent amount equal to the monthly rent for the unit;
- b. Fees required for occupancy, excluding late and pet fees; and
- c. If tenant pays utilities, the monthly allowance for utilities as established by the Housing Authority of the City of El Paso .

3.6.8 Rental Assistance Agreements

Sub-recipients must make payments to and enter into a rental agreement with the owner of the unit or designee, only if the participant has a legally binding, written lease. When assistance is only for rental arrears, an oral agreement may be accepted in lieu of a written lease, if applicable as outlined in 24 CFR 576.106(g).

The rental agreement will include:

- a. The terms under which rental assistance is provided;
- b. The requirement that the owner must provide a copy of any notice to the participant to vacate the unit;

- c. The requirement that the owner must provide copy of any complaint used under state or local law to begin eviction action against the participant;
- d. Conditions for which termination of the agreement could occur;
- e. Payment due date, grace period, and late payment penalty exactly as listed in the participant's lease;
- f. Lead-based Paint requirements:
 - i. A Lead Warning Statement with the following language: "Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention."
 - ii. A statement by the lessor disclosing the presence of known lead-based paint and/or lead-based paint hazards in the target housing being leased or indicating no knowledge of the presence of lead-based paint and/or lead-based paint hazards. The lessor shall also disclose any additional information available concerning the known lead-based paint and/or lead-based paint hazards, such as the basis for the determination that lead-based paint and/or lead-based paint hazards exist in the housing, the location of the lead-based paint and/or lead-based paint hazards, and the condition of the painted surfaces.
 - iii. A statement by the lessee affirming receipt of the information set out in paragraphs (b)(2) and (b)(3) of 24 CFR 35.92 and the lead hazard information pamphlet required under 15 U.S.C. 2696.
- g. When any agent is involved in the transaction to lease target housing on behalf of the lessor, a statement that:
 - i. The agent has informed the lessor of the lessor's obligations under 42 U.S.C. 4852d; and
 - ii. The agent is aware of his/her duty to ensure compliance with the requirements of this subpart.
- h. The signatures of the lessors, agents, and lessees certifying to the accuracy of their statements to the best of their knowledge, along with the dates of signature.
- i. Project-based agreements will include additional items outlined in "Project-Based Rental Assistance", HCDD Policies and Procedures 6.3.3(g).

3.6.9 Late Payments

Sub-recipients will make timely payments to each owner as outlined in the rental assistance agreement. The sub-recipient is solely responsible to pay, with non-ESG funds, any late payment penalties incurred.

3.6.10 Termination

Termination of the written agreement and rental payments will cease if any of the following occur:

- a. Participant moves out of the leased unit;
- b. The lease terminates and is not renewable; or
- c. Participant becomes ineligible for ESG rental assistance.

3.6.11 Tenant-based Rental Assistance

Participants that receive tenant-based rental assistance may either select a housing unit or move to another unit or building as long as they continue to meet program requirements.

3.6.12 Project-based Rental Assistance

Rental assistance agreements for project-based assistance to reserve the unit and subsidize rent will be made between the sub-recipient and owner when an ESG-eligible permanent housing unit(s) is identified by the sub-recipient. Agreements will include the following requirements:

- a. List of all units eligible for assistance. May cover more than one unit if multiple units are assisted in the same building.
- b. Assisted unit may only be occupied by the participants, unless the participant is determined ineligible or rental assistance expires.
- c. Assistance for the first month's rent may be paid prior to the participant moving into the unit if there is a signed lease in place, participant moves in prior to end of month for which rent is paid, and rent paid does not exceed the amount in the lease and will be included in participants total rental assistance amount.
- d. Monthly rental assistance may be paid for whole or partial months only when the unit is leased. In the event the participant moves out the sub-recipient may pay the next month's rent for a new participant.
- e. The term of the lease will not be conditioned based on the provision of rental payments.
- f. If a participant becomes ineligible or reaches maximum number of months of assistance the sub-recipient will terminate assistance. The participant will be allowed to remain in the unit per the terms of the lease. Payments may resume if that participant becomes eligible and needs further assistance. If assistance is terminated it may be transferred to another eligible unit in the same building.
- g. The initial term of the agreement will be for one year and may be renewed or extended based on the requirements in 24 CFR 576.106(i)(5), however under no circumstances may the State or sub-recipient commit ESG funds to be expended beyond the expenditure deadline.

4 Definition of Terms

4.1 Homeless

4.1.1 Individual or family that lacks a fixed, regular and adequate nighttime residence:

- a. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
- b. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- c. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

4.1.2 Or an individual or family that will imminently lose their primary residence:

- a. the Provided that the primary nighttime residence will be lost within 14 days of the date of application for homeless assistance; and
- b. No subsequent residence has been identified; and

- c. The individual or family lacks the resources or support networks, e.g., family, friends, faith-based or other social networks, needed to obtain other permanent housing.

4.1.3 Or unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- a. Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b (h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)), or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a); and
- b. Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance; and
- c. Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
- d. Can be expected to continue in such status for an extended period of time because of chronic disabilities; chronic physical health or mental health conditions; substance addiction; histories of domestic violence or childhood abuse (including neglect); the presence of a child or youth with a disability; or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment.

4.1.4 Or any individual or family that:

- a. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and
- b. Has no other residence; and
- c. Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

4.2 At Risk of Homelessness

4.2.1 An individual or family who:

- a. Has an annual income below 30 percent of median family income for the area, as determined by HUD; and
- b. Does not have sufficient resources or support networks, e.g., family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency shelter or another place described in paragraph (1) of the "homeless" definition in this section; and
- c. Meets one of the following conditions:
 - i. Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance; or

- ii. Is living in the home of another because of economic hardship; or
- iii. Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; or
- iv. Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals; or
- v. Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau; or
- vi. Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution); or
- vii. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved consolidated plan.

4.2.2 Or a child or youth who does not qualify as "homeless" under this section, but qualifies as "homeless" under one of the following federal statutes:

- Section 387(3) of the Runaway and Homeless Youth Act (42 U.S.C. 5732a(3)), or
- Section 637(11) of the Head Start Act (42 U.S.C. 9832(11)), or
- Section 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e– 2(6)), or
- Section 330(h)(5)(A) of the Public Health Service Act (42 U.S.C. 254b(h)(5)(A)), or
- Section 3(m) of the Food and Nutrition Act of 2008 (7 U.S.C. 2012(m)), or
- Section 17(b)(15) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)(15)).

4.2.3 Or a child or youth who does not qualify as "homeless" under this section, but qualifies as "homeless" under:

- Section 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. (2)), guardian(s) of that child or youth if living with her or him.

4.3 Income

Income is money that is paid to, or on behalf of, the head of household or spouse (even if temporarily absent) to any other household member. Income includes the current, not projected, annualized gross income of all household members 18 years and older and unearned income attributable to a minor.

4.3.1 Inclusions

The following types of income "inclusions" must be counted when calculating current gross income:

- a. Earned Income
- b. Interest & Dividend Income
- c. Pension/Retirement Income
- d. Unemployment & Disability Income
- e. TANF/Public Assistance
- f. Alimony and Child Support Income

- g. Armed Forces Income

4.3.2 Exclusions

The following types of income “exclusions” should not be counted when calculating current gross income:

- a. Income of Children (under 18 years old)
- b. Inheritance and Insurance Income
- c. Medical Expense Reimbursement
- d. Income of a Live-in Aide
- e. Armed Forces Hostile Fire Pay

5 Community Standards for Program Delivery

5.1 Local Coordination of Shelters and Service Providers

Wyoming’s Homeless Collaborative Continuum of Care meets monthly to discuss items such as changing trends, challenges, and funding fluctuations, as well as other issues, in an effort to ensure local service providers and shelters coordinate. The network realizes the importance of making an effort to provide coordinated services and minimizing any duplication of services in order to serve the most participants possible. Also, a task force was created to assist coordination between local shelters, public officials, religious organizations, and other entities that interact with homeless individuals.

In addition, the City of El Paso requires grant applicants to provide information regarding which agencies provide the same services and what efforts are in place to coordinate with other providers in an effort to reduce duplication of services in the community.

5.2 Determining & Prioritizing Eligibility Based on Local Characteristics

- a. Rapid re-housing assistance may be provided to program participants who meet the criteria under paragraph (1) of the “homeless” definition.
- b. Homelessness prevention may be provided to program participants that meet the criteria under the “at-risk of homelessness” definition, or the homeless definition paragraphs (2), (3), or (4).
- c. Rapid re-housing and homelessness prevention assistance will be provided in accordance with the housing relocation and stabilization services requirements in sec. 576.105, or the short- and medium-term rental assistance requirements in sec. 576.106. No financial assistance may be provided to a household for a purpose and time period supported by another public source.
- d. In addition, homeless individuals and families will be provided assistance at local emergency shelter including special populations such as domestic violence victims, youth and chronically homeless. Those shelters that serve special populations will prioritize based on the particular needs of the specific population being served, as outlined in the agency’s policies.
- e. The sub-recipient, CoC and grantee will work together to establish local characteristics for prioritizing based on the local characteristics in the City of El Paso State limits. Characteristics recently identified in this area that were most prevalent were, unemployment, health problems, single adults with and without children, criminal record, lack of transportation, and history of alcohol/drug treatment. Through its collaboration with the Homeless Services Network members the CoC has established a “Housing First” priority with goals of:
 - Preventing homelessness
 - Reducing emergency shelter stays

- Preventing recidivism
- Documenting outcomes.

5.3 Evaluating Individuals or Families Eligible for Assistance

Eligibility to receive assistance under all ESG programs will be based on the guidelines outlined by HUD, initially by determining if the individual or family qualifies as “homeless” as defined in the HEARTH Act of 2009, SEC. 103, or at-risk of homelessness. Evaluation and eligibility policies and procedures are developed in accordance with the centralized or coordinated assessment requirements set forth under SEC 576.400(d).

After the initial evaluation, the type and amount of assistance will be established to ensure the individual or family’s needs are met to regain stability. The City of El Paso and Continuum of Care will work together to further identify which eligible persons will benefit the most from the assistance. The sub-recipient will provide policies and procedures that further outline the evaluation methods for the project being administered. The sub-recipient will re-evaluate the participant’s eligibility and types and amounts of assistance at least every 3 months for individuals or families receiving homelessness prevention assistance, and annually for those receiving rapid re-housing assistance. The re-evaluation should establish, at minimum: (1) the participant’s annual income does not exceed 30% AMI; and (2) the participant lacks sufficient resources and support networks necessary to retain housing without ESG assistance.

When determining the annual income of an individual or family, the sub-recipient must use the standard for calculating annual income under 24 CFR 5.609. During evaluation the sub-recipient will assist participants in obtaining the appropriate supportive services and other Federal, State, local, and private assistance available in obtaining housing stability.

When determining eligibility for short- and medium-term rental assistance no program participant who is receiving tenant-based rental assistance, or living in a housing unit receiving project-based rental assistance or operating assistance, through other public sources are eligible, except for a one-time payment of rental arrears on the tenant’s portion of the rent.

5.4 Determination of Participants’ Share of Costs

The City of El Paso will work closely with sub-recipients, as needed, to determine what portion of rent and utility costs, if any, program participants will be required to pay keeping in consideration the challenges associated with homelessness in Wyoming, the other resources available or lacking in the community, and the existing housing and economic conditions. In past rental assistance programs a fixed amount of assistance per person was established to enable the funds to be used for the maximum number of individuals/families.

5.5 Determination of Participant’s Length of Time for Rental Assistance

Participants for homelessness prevention and rapid re-housing rental assistance may receive assistance for a maximum of 24 months of assistance in a three-year period. Short-term assistance may be used for up to 3 months’ rent and medium-term assistance is may be used for more than 3 months’ rent, but no more than 24 months’ rent. Rental arrears may be paid for up to 6 months’ rent, including any late fees on those arrears. Guidelines to determine changes in assistance amounts over time will be establish in conjunction with the sub-recipient(s) administering the program. Project-based participants must have a lease that is for a period of one year, regardless of the length of rental assistance.

5.6 Determination of Housing Stabilization/Relocation Type, Amount & Duration

Housing Stabilization and/or Relocation assistance may be provided in the form of security deposits, utility payments, moving assistance and case management depending on the form of assistance agreed upon by the

recipient and sub-recipient in a written agreement. If security deposits are paid they may be equal to no more than 2 months' rent. Last month's rent may be paid to the owner not to exceed the amount of one month's rent. Utility payments may be paid for up to 24 months of service, including up to 6 months of utility payments in arrears. When paying participants moving costs payment of temporary storage may be paid for up to 3 months after the date of assistance begins. Housing stability case management assistance will not exceed 30 days during the period the program participant is seeking permanent housing and cannot exceed 24 months during the period the program participant is living in permanent housing. The amount of assistance will be determined between the State and the sub-recipient upon determination of funding allocations. Stricter guidelines may be placed on the duration of assistance if the funds are allocated in small amounts to multiple projects.

<https://www.onecpd.info/resource/2728/esg-checklist-requirements-homelessness-annual-action-plan/>

5.7 Con Plan Requirements Related to Other Homeless & Special Needs Activities

5.7.1 One-Year Goals and Action Steps

Per sections 91.220(i) and 91.320(h), the City of El Paso must, in its Annual Action Plan, describe its one-year goals and specific action steps for reducing and ending homelessness through:

- a. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs; and
- b. Addressing the emergency shelter and transitional housing needs of homeless persons; and
- c. Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again; and
- d. Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are:
 - i. Being discharged from publicly funded institutions and systems of care, such as healthcare facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions;
 - ii. Receiving assistance from public and private agencies that address housing, health, social services, employment, education, or youth needs.

5.7.2 Action Steps for Persons Who Are Not Homeless but Have Other Special Needs

The City of El Paso must specify the activities that it plans to undertake during the next year to address the housing and supportive service needs identified in accordance with Section 91.215(e) with respect to persons who are not homeless but have other special needs.

5.7.3 Description of the Coordinated Entry System in Use by the Continuum of Care

Per Sections 91.220(l)(4)(ii) and 91.320(k)(3)(ii), if the Continuum of Care for and ESG jurisdiction's area has established a centralized or coordinated assessment system that meets HUD requirements, the jurisdiction must describe that centralized or coordinated assessment system. (The requirements for using a centralized or coordinated assessment system, including the exception for victim service providers, are set forth under §576.400(d).)

5.7.4 Process for Making Sub-awards

Per Sections 91.220(l)(4)(iii) and 91.320(k)(3)(iii), the City of El Paso must identify its process for making sub-awards and describe how it intends to make its allocation available to private nonprofit organizations (including community and faith-based organizations).

5.7.5 Homeless Participation Requirement

Per Section 91.220(1)(4)(iv), if the City of El Paso is unable to meet the homeless participation requirement in Section 570.405(a), it must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities or services that receive funding under ESG.

5.7.6 Consultation with the Continuum of Care

Per Sections 91.220(1)(4)(vi) and 91.320(k)(3)(v), the City of El Paso must provide a summary of the consultation process with the Continuum of Care for:

- a. Deciding how to allocate ESG funds,
- b. Developing performance standards for and evaluating the outcomes of ESG-funded projects and activities, and
- c. Developing funding, policies, and procedures for the administration and operation of the Homeless Management Information System (HMIS).

If, in consultation with the Continuum of Care, the City of El Paso allows sub-recipients to serve persons “at risk of homelessness” based on the risk factor “otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness,” then it will describe the specific characteristics associated with instability and increased risk of homelessness in the Annual Action Plan.

HOME Investment Partnership Program (HOME) Resale / Recapture Guidelines

The City of El Paso Recapture Policy (24 CFR 92.254(a)(5)(ii)(A)(1-9)

The City of El Paso First Time Homebuyers (FTHBs) that receive loans for direct down payment, closing cost, principal buy down assistance and/or a reduction of the sales price to below the market value to make the unit(s) affordable will meet the affordability period if they remain in the home for the full required period of affordability as determined by the amount of assistance received (five to 15 years). The actual required period of affordability will be based on the total amount of the direct HOME assistance provided as noted below. The effective date of the beginning of the required period of affordability is the date all completion data is entered into IDIS (See: 92.2 Definitions, "Project Completion") and as documented by a fully executed HUD-1, a copy of which has been placed in each individual homebuyer's and/or homeowner's file. Should there be instances where a HUD-1 is not executed (e.g. the first mortgage loan is carried by the City or another entity) substitute the name of the document(s) replacing the HUD-1.

| <u>HOME Program Assistance Amount</u> | <u>Minimum Required Affordability Period In Years</u> |
|---|--|
| \$1,000 - \$14,999.99 | 5 years |
| \$15,000 - \$40,000 | 10 years |
| Over \$40,000 | 15 years |
| New construction of rental (regardless of amount invested) | 20 years |

The federal assistance will be provided in the form of an amortized loan, deferred payment loan (DPL) and/or a forgivable deferred payment loan (FDPL) over a period up to 30 years. Loans are amortized at 3% interest. Non-interest bearing, second-lien deferred loans in the amount of the HOME subsidy will be made due upon sale, transfer, or lease. The assistance will be secured by a HOME Written Agreement, fully executed and dated by all applicable parties and a Deed of Trust, both of which will be recorded in the land records of El Paso County. Under "Recapture", if the home is sold prior to the end of the required affordability period (the homebuyer or the property owner may sell to any willing buyer at any price) a portion of the net sales proceeds from the sale, if any will be returned to the City to be used for other HOME-eligible activities. The recaptured funds will be treated by the City as program income and must be used for another HOME-eligible activity. The portion of the net sales proceeds that is returned to the City is equal to the amount of HOME funds invested in the property less the amount for each full year that the residence was occupied by the homebuyer or property owner as their principal residence. Any funds remaining after the distribution of the net sales proceeds to all lien holders, including the City, will be returned to the homebuyer or homeowner. In the event of a sale, short sale or foreclosure, the amount recaptured will be limited to the amount of "net sales proceeds" available at the time of such occurrence. Additional information pertaining to e Recapture Provisions is detailed in

the written policies and procedures of the City.

If there are insufficient funds remaining from the sale of the property and the City recaptures less than or none of the recapture amount due, the City must maintain data in each individual file that provides the amount of the sale and the distribution of the funds. This will document that:

1. There were no net sales proceeds; or
2. The amount of the net sales proceeds was insufficient to cover the full amount due; and that
3. No proceeds were distributed to the homebuyer/homeowner.

Other than the actual sale of the property, if the homebuyer (or homeowner) breaches the terms and conditions for any other reason, e.g. no longer occupies the property as their principal residence, the full amount of the subsidy (cannot be prorated) is immediately due and payable. The City must immediately repay its HOME Treasury Account, from non-federal funds, for the full amount of the assistance provided whether or not it can recoup any or all of the funds from the homebuyer (or homeowner).

Although the City of El Paso's primary method of enforcement is Recapture, we are also including, as recommended by HUD, the Resale Provisions as well. Should a situation occur where only Resale can be used, our documents will contain the required provisions, as follows:

City of El Paso Resale Policy (24 CFR 92.254(a)(5)(i))

The resale deed restriction (or covenant) will be utilized for HOME-assisted units which: 1) the homebuyer does not receive direct down payment, closing cost, principal buy down assistance, or a reduction of the sales price to make the unit(s) affordable from the City or other entity; or 2) the City has elected to use the Resale Provisions instead of the Recapture Provisions.

The Resale Provision ensures that a HOME-assisted property remains affordable during the entire affordability period. The affordability period is based on the amount of HOME funds invested as a development subsidy that is either left in the deal at closing or is repaid to the City, or to the CHDO, Sub-recipient, State and/or State Recipient, as applicable, by the first mortgage lender at closing, or the City as elected to use the Resale rather than Recapture to assure the unit is affordable to a household at or below 80% AMI for the El Paso metropolitan statistical area. The effective date of the beginning of the required period of affordability is the date all completion data is entered into IDIS. (See: 92.2, Definitions, "Project Completion") and as documented by the fully executed HUD-1, a copy of which has been placed in each homebuyer's or homeowner's file (project owner's file, if a rental). If there are instances where a HUD-1 is not executed (e.g. the first mortgage loan is being carried by the City or another entity) substitute the name of the document(s) replacing the HUD-1. The homebuyer or homeowner may sell the property after the expiration of the required affordability period

without any restrictions.

The Resale provision goes into effect when the home is sold during the affordability period. At the time of sale, the following provisions will be in effect:

1. In instances where the home has been rented or leased, refinanced or the Initial homebuyer (or homeowner) is no longer physically occupying the Property as their principal residence, the entire amount of the HOME Assistance provided shall be immediately due and payable to the City.

2. If the property does not meet the affordability requirements for the compliance period, the entire amount of the HOME investment must be repaid to the City's HOME Treasury Account. 24 CFR 92.504(b)(1); and HOME Fires – Vol. 5 No. 2, June 2003; Section 219(b) of the HOME statute; and 92.503(b)(1)

Resale requires the initial homebuyer or homeowner, if applicable, (and/or subsequent homebuyers if home was previously sold during the required period of affordability), to sell the home to a low-income family at an affordable price as defined below:

A. A low-income family is defined as a family whose total income from all sources at the time of purchase from the initial (or subsequent) homebuyer (or homeowner) does not exceed 80% of the area median income, adjusted for household size as defined by HUD, under the Part V income definition that is applicable for each program activity at the time of closing.

*The contract for sale of the home must include a provision requiring the family acquiring the Home to be income-eligible as qualified by the City prior to acquiring the property.

B. The initial homebuyer or homeowner, if applicable, (sellers) or a subsequent Homebuyer or homeowner, if applicable, must list the property at or below the City's determined affordable sales price.

Fair Return and Appreciated Value (24 CFR 92.254(a)(5)(i)):

1. The determination of Fair Return shall be the sum of:
 - a. Down payment and closing costs paid from the initial homebuyer's cash at purchase;
 - b. Seller's (initial homebuyer's) closing costs at sale
 - c. Principal payments only made by the initial homebuyer(s) in excess of the amount required by the mortgage.
 - d. Documented capital improvements in excess of \$500.
2. Fair Return is paid to the initial homebuyer(s) at sale once the first mortgage debt is paid and all other conditions to the initial written agreement are met.
3. In the event there are no funds for Fair Return, then Fair Return does not exist.
4. In the event there are partial funds for Fair Return, then Fair Return shall remain in

force to the extent funds are available.

Appreciated Value is:

- a. The Affordable Sales Price
- b. Less the First Mortgage Debt
- c. Less Fair Return
- d. Equals Appreciated Value

1. If Appreciated Value is zero or less than zero, than no Appreciated Value exists.

2. Appreciated Value is shared with the initial homebuyer(s) based on the City of El Paso's initial investment of HOME funds as follows:

- a. The initial homebuyer's out of pocket investment of down payment and closing costs divided by the City's HOME investment equal the percentage of Appreciated Value that shall be paid to the initial homebuyer or homeowner;
- b. The balance of Appreciated Value remaining shall be paid to the City.

All of the above requirements will be included and described in the subordinate Deed of Trust filed in the El Paso County Recorder's Office by the City, housing developer, subrecipient, state recipient, contractor or consortium, as applicable.

The City reserves the right to end the affordability period upon the occurrence of, but not limited to, any of the following events: foreclosure, transfer in lieu of foreclosure or assignment of an FHA incurred mortgage to the U. S. Department of Housing and Urban Development (HUD).

The original housing developer, CHDO, sub-recipient, contractor, state recipient, consortium or the City may use purchase options, rights of first refusal or other preemptive rights to purchase the housing before foreclosure to preserve affordability. If any of the aforementioned actions are taken, subsequent sale to a HOME income-eligible low-income homebuyer is required. All of the City's original HOME terms and conditions must be reinstated, in writing and the remaining term of the required period of affordability remains in effect. A new Written Agreement, Promissory Note and Deed of Trust must be executed by all applicable parties and recorded in the last records of El Paso County. A copy of all documents, including evidence that they have been properly recorded must be maintained in the file.

However, if the City provides additional HOME assistance to the new homebuyer (e.g., a direct subsidy (as defined above) the City must reinstate the remaining term of the initial required period of affordability AND add to that term, the new required period of affordability based on the amount of the direct subsidy provided to the new homebuyer. The additional HOME investment must be treated as an amendment to the original project. Consequently, the additional HOME investment may result in an extension of the original period of affordability.

Example:

- a) Initial Resale required period of affordability = 10 years
- b) Property sold in year two (2)
- c) Based on the amount of direct assistance provided to the new homebuyer(s) the required period of affordability is five (5) years
- d) New required period of affordability = 13 years (8 years remaining on initial resale required affordability period plus 5 years for new period of affordability)
- e) This project now becomes subject to the 'RECAPTURE' provisions and the City would list the Recapture terms as noted above under the "Recapture Policy" in its Written Agreement with the new homebuyer or homeowner, as applicable.

Community + Human Development (DCHD)

2018 -2019 Final Annual Action Plan (44th Year)



- 01** GRANT + ENTITLEMENT OVERVIEW
- 02** COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
- 03** EMERGENCY SOLUTIONS GRANT (ESG)
- 04** HOUSING OPPORUTNITIES FOR PERSONS WITH AIDS (HOPWA)
- 05** CDBG REVOLVING LOAN FUND (RLF)
- 06** HOME INVESTMENT PARTNERSHIP GRANT
- 07** HOME PROGRAM INCOME
- 08** HOUSING FUNDS SUMMARY



01

**GRANT +
ENTITLEMENT
OVERVIEW**

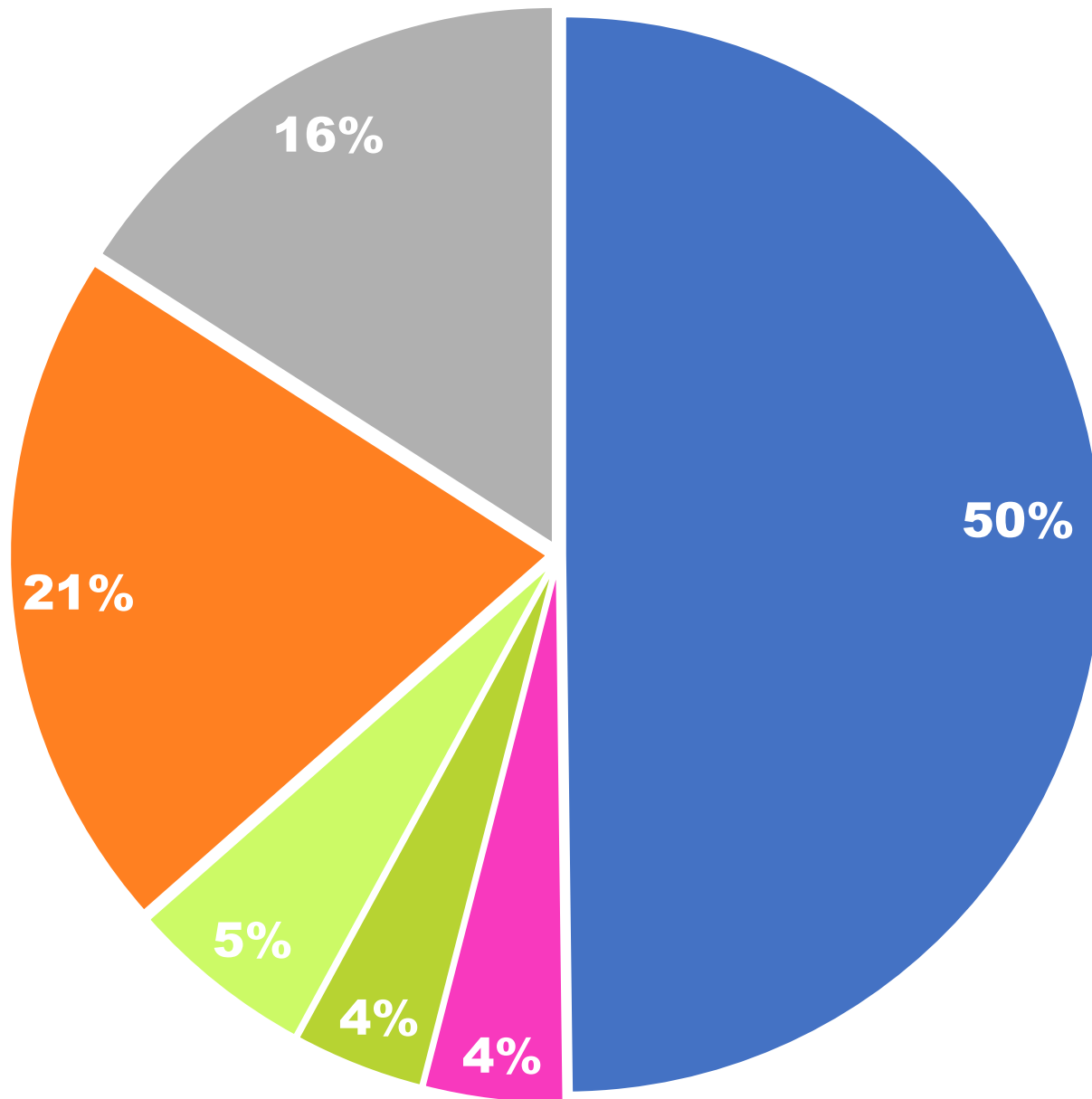


- Detailed request for federal funding aimed at assisting low to moderate income El Pasoans
- Also a planning and implementation document describing City's needs, priorities, and specific plans for CDBG, ESG, HOME Investment Partnerships, HOME Program, HOPWA
- Submitted annually to the Department of Housing and Urban Development
- FY 2019 constitutes the 44th Program Year (09/01/2018 - 8/31/2019)

01 ACTION PLAN OVERVIEW

| | |
|--|---------------------|
| Community Development Block Grant | \$6,255,263 |
| Emergency Solutions Grant (ESG) | \$527,078 |
| Housing Opportunities for Persons with Aids (HOPWA) | \$492,798 |
| CDBG Revolving Loan Fund (RLF) | \$700,000 |
| HOME Investment Partnership Grant | \$2,584,816 |
| HOME Investment Partnership Grant Program Income | \$2,000,000 |
| TOTAL 2018-2019 HUD ENTITLEMENTS + PROGRAM INCOME | \$12,559,955 |

01 OVERVIEW



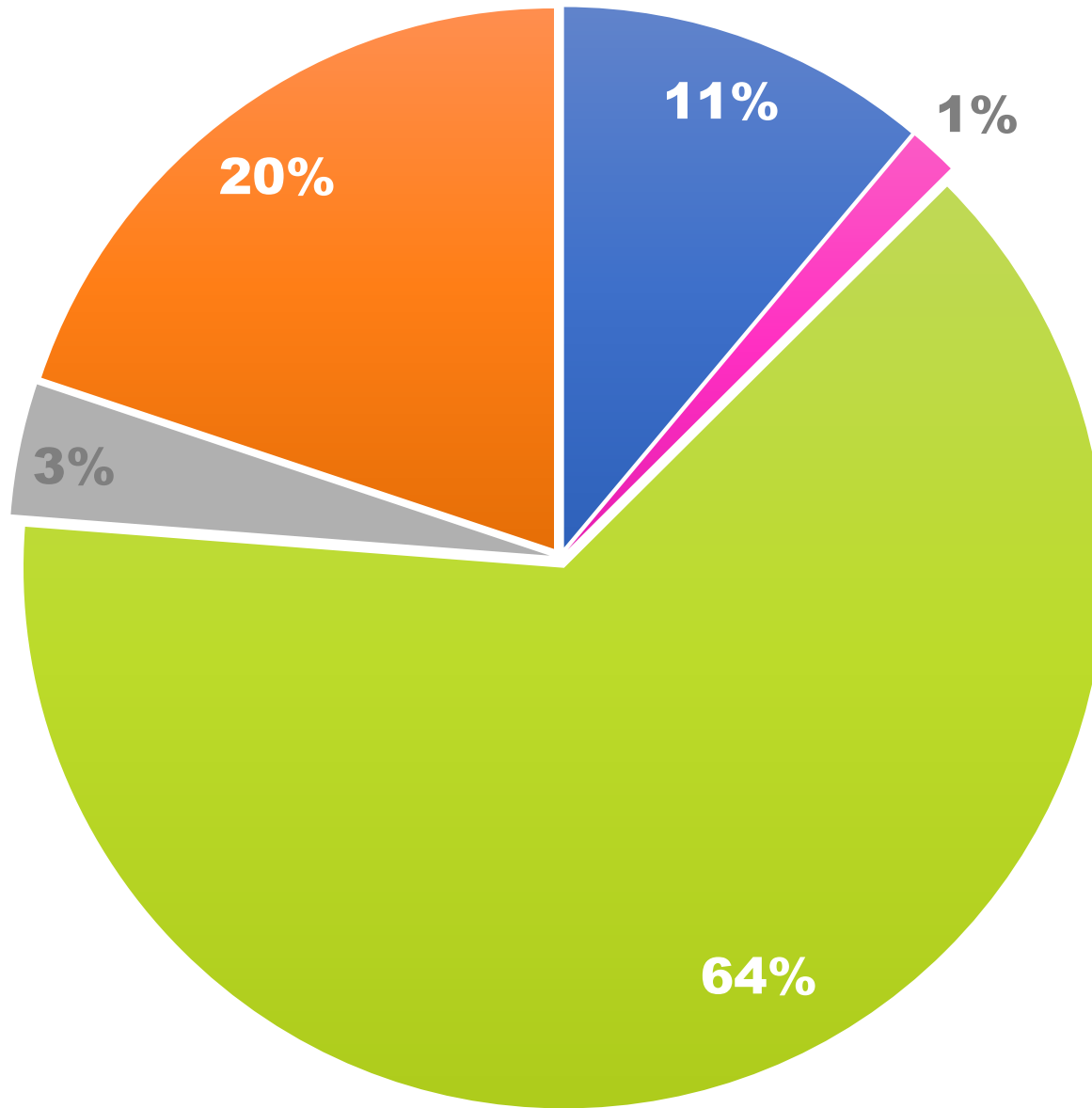
- Community Development Block Grant
- Emergency Solutions Grant (ESG)
- Housing Opportunities for Persons with Aids (HOPWA)
- CDBG Revolving Loan Fund (RLF)
- HOME Investment Partnership Grant
- HOME Investment Partnership Grant Program Income

01 OVERVIEW

02

**COMMUNITY
DEVELOPMENT BLOCK
GRANT (CDBG)**

| | |
|---|--------------------|
| Public Services (Set Aside) | \$245,000 |
| Public Services (Competitive) | \$694,331 |
| Microenterprise Technical Assistance | \$90,000 |
| Public Facilities Projects | \$3,983,054 |
| CDBG Administration and Planning | \$1,242,878 |
| City Attorney Legal Administration | \$44,875 |
| El Paso Coalition for the Homeless Planning | \$52,800 |
| Fair Housing Competitive Set-Aside Planning Project | \$25,000 |
| CPD Administrative Expenses | \$1,120,203 |
| TOTAL 2018-2019 CDBG ENTITLEMENT | \$6,255,263 |



- Public Services (Competitive)
- Microenterprise Technical Assistance
- Public Facilities Projects
- Public Services (Set Aside)
- CDBG Administration

02 OVERVIEW

The following awards are set aside for specific purpose, are non competitive and automatically renew annually:

CDBG also includes an annual competitive set aside. For the 44th Year (FY2019) the set aside is projected at \$120,000 as is broken down as follows:

- First Time Homebuyer Counseling (1 agency) \$40,000
- Incubator Projects (2 new projects) \$80,000

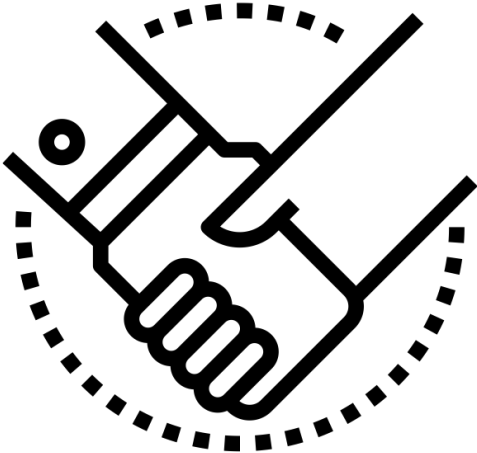
Parks + Recreation Sun
Country Summer Program
\$65,000



Parks + Recreation Seniors
and Disability Program
\$30,000



Parks + Recreation
Neighborhood Youth
Program
\$30,000



02 PUBLIC SERVICES



Economic Development Set Aside: \$90,000

The City of El Paso requests competitive proposals from qualified agencies that can provide business management and other technical assistance services to microenterprises or persons developing a microenterprise within the El Paso City Limits.

Technical assistance services can include, but not be limited to, the following:

- How to Expand an Existing Business
- How to Start a New Business
- Marketing and Sales Development
- Advertising and Promotion Development
- Business Research and Planning
- General Business Management
- Capital Formation and Business Loans
- Computerization for a Microenterprise

02 MICROENTERPRISE



A majority of CDBG funds are reserved for public facility improvements, such as parks, community centers, senior citizen centers, libraries and streets.

For the 2018-2019 program year, DCHD is allocating **\$3,983,054 of CDBG funds** for public facility improvements.

02 PUBLIC FACILITIES

| District 2 | Budget | Persons Served |
|--|--------------------|-----------------------|
| Rebuilding Together | \$60,000 | 22 households |
| HACEP Hart + Baird Improvements | \$609,026 | 3,880 |
| Memorial Park Library - Teen Space Renovations | \$220,800 | 21,645 |
| Leona Ford Washington Recreation Center Improvements | \$569,600 | 4,960 |
| Trowbridge Drive Improvements | \$214,650 | 2,295 |
| Fort Boulevard Improvements | \$354,400 | 8,270 |
| Total | \$2,028,476 | 41,050 |

| District 4 | Budget | Persons Served |
|---|--------------------|-----------------------|
| Rebuilding Together | \$60,000 | 21 households |
| EPISD Gene Roddenberry Planetarium Relocation | \$951,102 | 37,465 |
| Student Memorial Park Improvements | \$580,500 | 3,970 |
| Sidewalk Gaps at Sun Valley and Pheasant | \$19,300 | 5,870 |
| Wheelchair Ramps North of Terrace Hills MS | \$155,400 | 2,910 |
| Wheelchair Ramps South of Terrace Hills MS | \$121,500 | 2,255 |
| Total | \$1,887,802 | 52,470 |

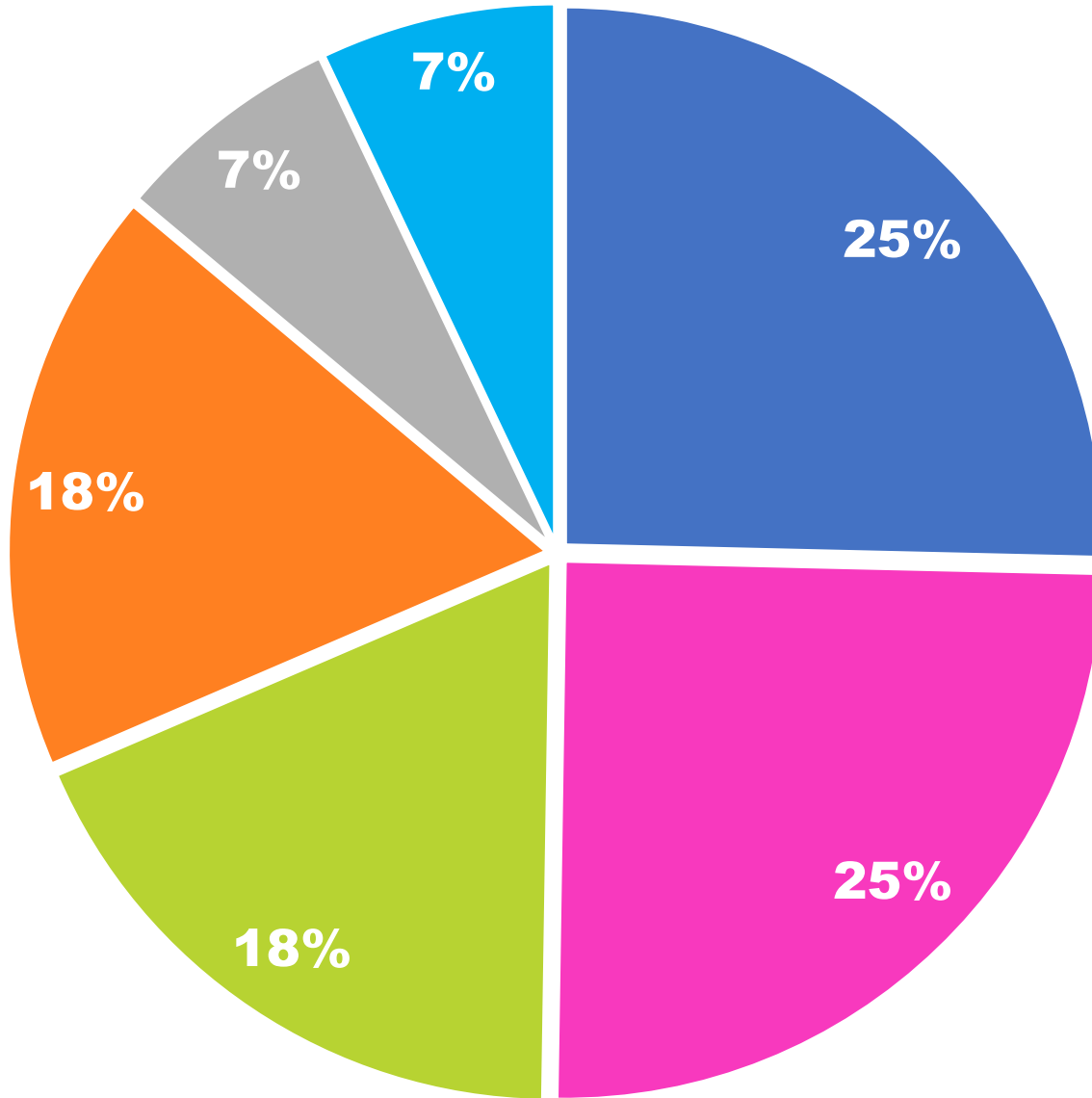
| Citywide | Budget | Persons Served |
|----------------------------|---------------|-----------------------|
| Audible Pedestrian Signals | \$66,776 | 51,880 |

02 FINAL PROPOSAL

03

**EMERGENCY
SOLUTIONS GRANT
(ESG)**

| | |
|--|------------------|
| Street Outreach | \$133,706 |
| Emergency Shelter | \$131,124 |
| Homelessness Prevention | \$96,397 |
| Rapid Rehousing | \$92,527 |
| Homeless Management Information Systems | \$36,128 |
| Administrative Expenses | \$37,196 |
| TOTAL 2018-2019 ESG ENTITLEMENT | \$527,078 |



- Street Outreach
- Emergency Shelter
- Homelessness Prevention
- Rapid Rehousing
- Homeless Management Information Systems
- Administrative Expenses

03 OVERVIEW

Services provided to unsheltered individuals. The costs of activities to locate, identify, and build relationships with unsheltered homeless people including: Initial assessment of needs and eligibility, Providing crisis counseling, addressing urgent physical needs, actively connecting and providing information and referral, Cell phone costs for outreach workers, salaries of staff conducting engagement work.



- Assist by linking them services available
- Assist with self-sufficiency
- Assist with permanent housing
- Assist with mental medical health
- Assist with physical health
- Assist with psychiatric health
- Assist with substance abuse treatment

03 STREET OUTREACH

Services provided to individuals and families who are in an emergency shelter, including services provided to special populations (homeless youth, victims of domestic violence and people with HIV/AIDS).



- Supportive Services
- Case Management
- Mental Health Care
- Counseling
- Education
- Job Training
- Employment
- Transportation services (bus passes)
- Suitable Housing
- Affordable Housing
- Services for single homeless women

03 EMERGENCY SHELTER

- **Homeless Prevention assists those** at-risk of homelessness
- Short to medium term rental and utility assistance
- Housing Relocation and Stabilization services to persons at-risk of becoming homeless
- who meet Section 8, Income Guidelines of 30% Area Medium Income



- Provide shelter for Homeless Families/Individuals
- Intense Casework
- Shelter Support Groups
- Development of work skills
- Case management for persons that have been abandoned
- Case management for persons that have suffered domestic violence
- Employment Training
- Money management skills

03 HOMELESS PREVENTION

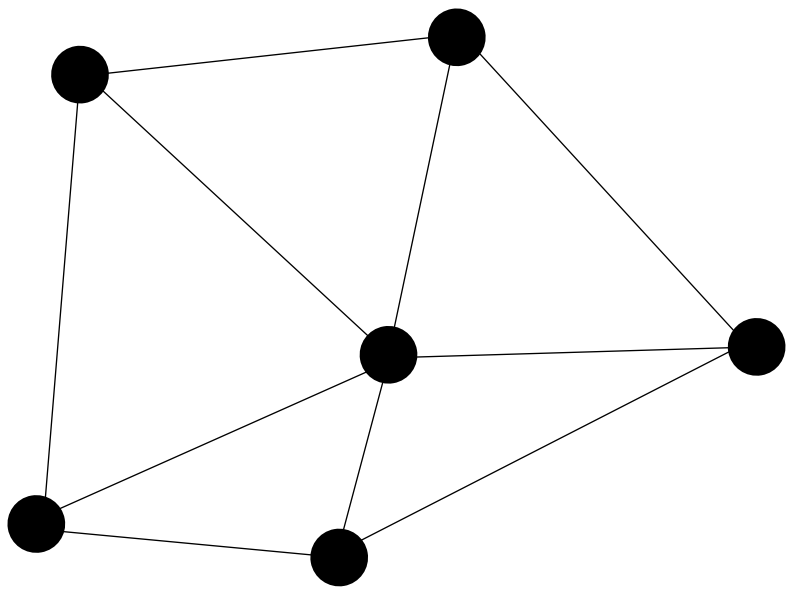


- Recovery Support Services
- Domestic Violence Case Management
- Food for families in shelter
- Educational services for youth
- Homeless services for individuals
- Permanent Housing Services
- Supportive Services
- Clothing
- Counseling
- GED Services
- Life skills counseling
- Child Care Services
- Referrals to medical services
- Substance abuse treatment
- Services for Foster Youth



Short to medium term rental and utility assistance, Housing Relocation and Stabilization services to rapidly house persons who meet the definition of homeless.

03 RAPID REHOUSING



- HMIS (Housing Management Information Systems)
- Activities related to the HMIS Lead Agency, an organization designated by the Continuum of Care to operate the area's HMIS.
- Eligible costs include purchase or lease of computers, software licenses, technical support, office space, salaries, data collection, data entry, data analysis, reporting, analyzing patterns of ESG use, training provider staff, etc.

- Mandated by HUD
- Tracks homeless persons in El Paso
- Stores client information
- Client Characteristics
- Tracks service needs of the homeless
- Assists homeless providers
- Provides Training
- Provides Technical Assistance
- Help Desk Support
- Monthly Data Reconciliations
- Report Writing
- Data Analysis
- Continuum of Care performance evaluations
- Reports homeless data findings to HUD

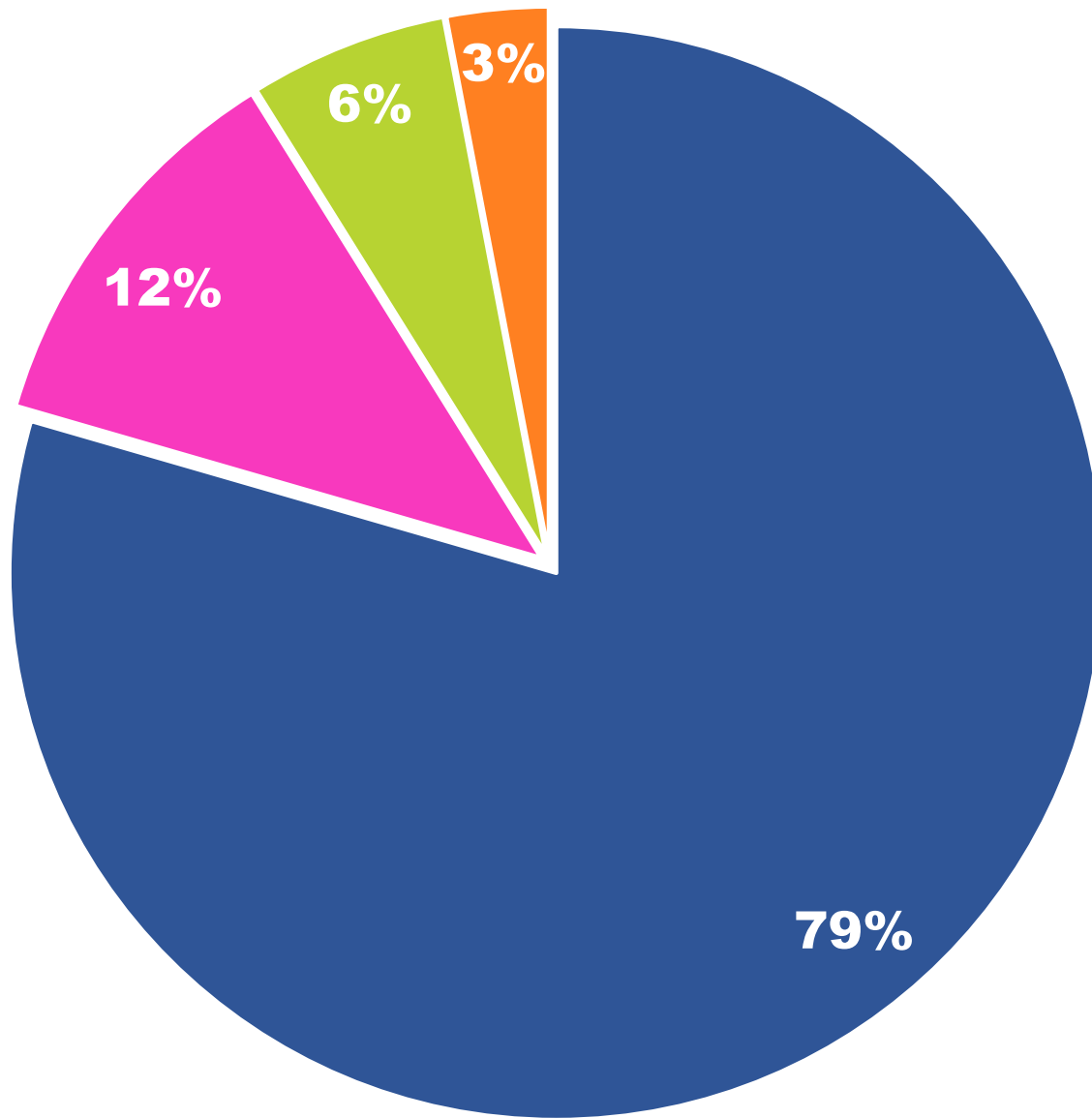


03 HMIS

04

**HOUSING
OPPORTUNITIES FOR
PERSONS WITH AIDS
(HOPWA)**

| | |
|--|------------------|
| Program Tenant Based Rental Assistance | \$391,684 |
| Supportive Services | \$57,386 |
| Project Sponsor Administrative | \$28,945 |
| Community and Human Development Administrative Expenses | \$14,783 |
| TOTAL 2018-2019 HOPWA ENTITLEMENT | \$492,798 |



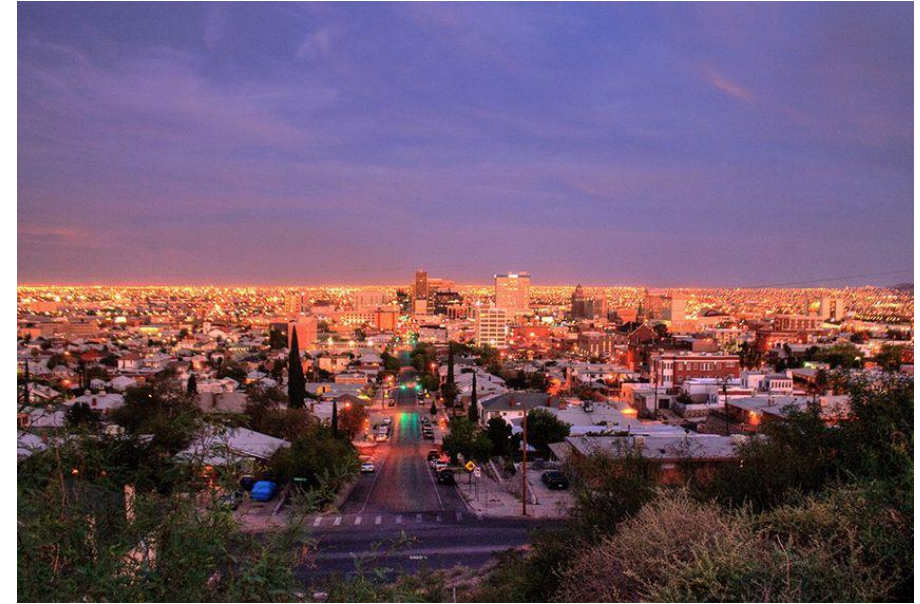
- Program Tenant Based Rental Assistance
- Supportive Services
- Project Sponsor Administrative
- Administrative Expenses

04 OVERVIEW

HOPWA funds are awarded to the City of El Paso Health Department who provides the following services:

- Long Term Tenant Based Rental Assistance
- Counseling Services
- Peer Case Management
- Job Development
- Housing Information
- Resource Identification
- Short Term Rent
- Mortgage
- Utility Payments
- Alcohol Abuse
- Counseling

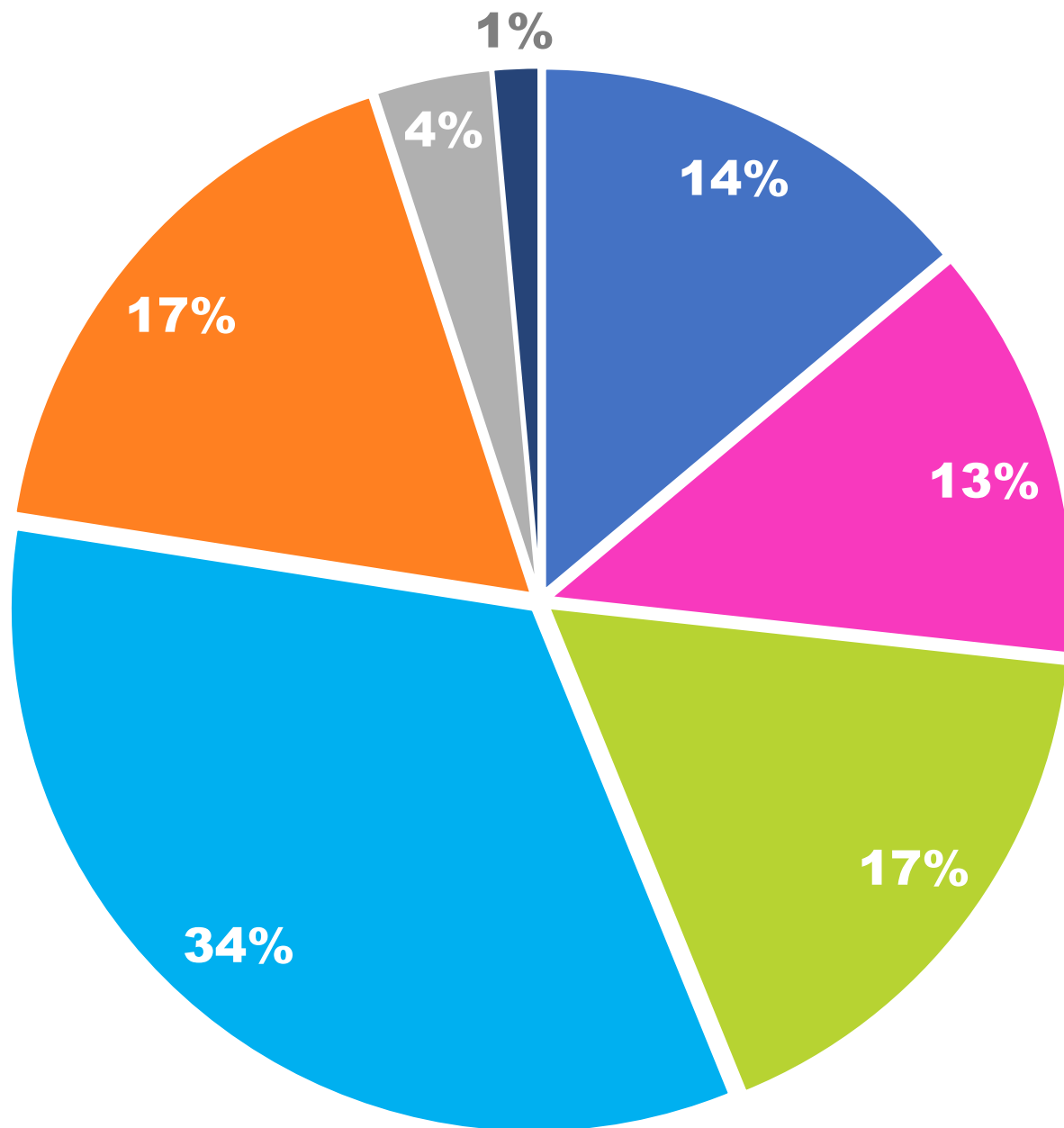
04 HOPWA



05

**CDBG REVOLVING
LOAN FUND (RLF)**

| | |
|---|------------------|
| Rehabilitation by CHDO's/Investors | \$97,203 |
| Administrative Expenses | \$89,807 |
| First-Time Homebuyer Assistance Program | \$120,000 |
| Single-Family Housing Rehabilitation | \$235,220 |
| Rehabilitation Administration | \$122,770 |
| Minor Repair | \$25,000 |
| Sewer Connection | \$10,000 |
| TOTAL 2018-2019 CDBG Revolving Loan Fund | \$700,000 |



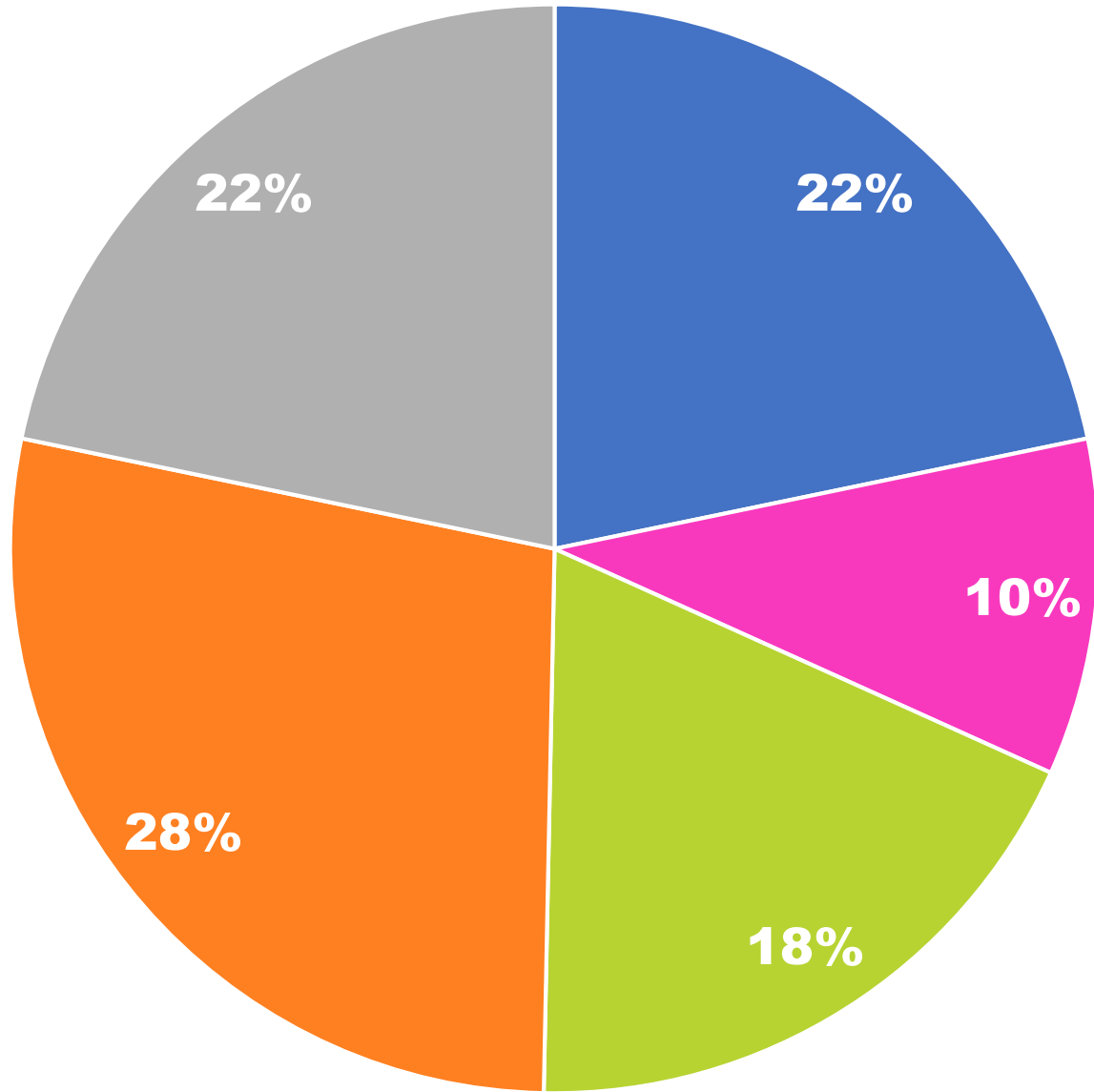
- Rehabilitation by CHDO's/Investors
- Administrative Expenses
- First-Time Homebuyer Assistance Program
- Single-Family Housing Rehabilitation
- Rehabilitation Administration
- Minor Repair
- Sewer Connection

05 OVERVIEW

06

**HOME INVESTMENT
PARTERSHIP GRANT**

| | |
|---|--------------------|
| New Construction/Rehabilitation by CHDO's | \$562,134 |
| Administrative Expenses | \$258,481 |
| First-Time Homebuyer Assistance Program | \$480,000 |
| Single-Family Housing Rehabilitation | \$722,066 |
| Multi-Family Investor Owned Rental Development Program | \$562,134 |
| 2018-2019 HOME INVESTMENT PARTNERSHIP ENTITLEMENT | \$2,584,816 |



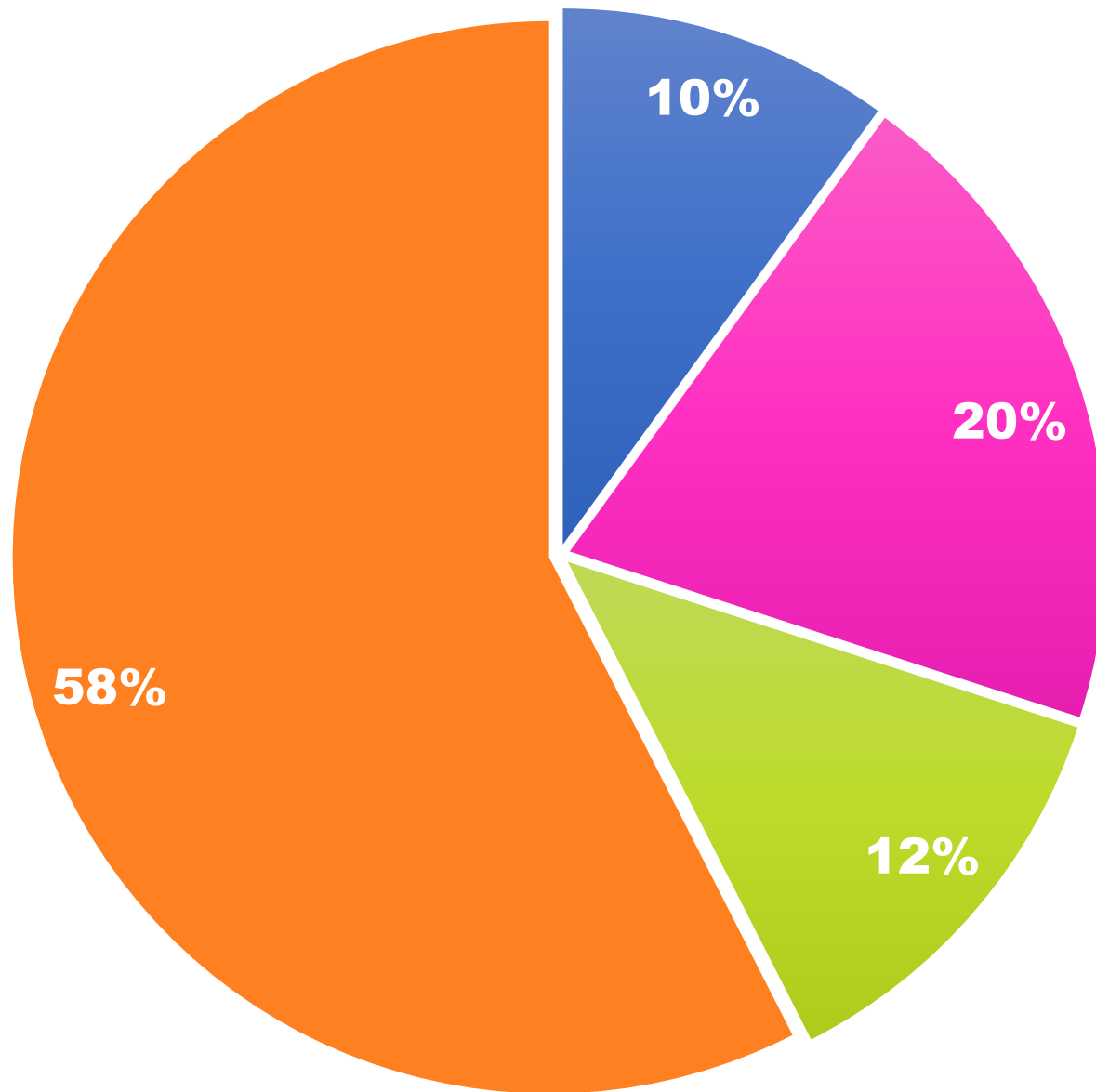
- New Construction/Rehabilitation by CHDO's
- Administrative Expenses
- First-Time Homebuyer Assistance Program
- Single-Family Housing Rehabilitation
- Multi-Family Investor Owned Rental Development Program

06 OVERVIEW

07

**HOME INVESTMENT
PARTERSHIP
PROGRAM INCOME**

| | |
|---|--------------------|
| Administrative Expenses | \$200,000 |
| Single-Family Housing Rehabilitation | \$400,000 |
| First-Time Homebuyer Assistance Program | \$250,000 |
| Multi-Family Investor Owned Rental Development Program | \$1,150,000 |
| 2018-2019 HOME PROGRAM INCOME (PI) | \$2,000,000 |



- Administrative Expenses
- Single-Family Housing Rehabilitation
- First-Time Homebuyer Assistance Program
- Multi-Family Investor Owned Rental Development Program

07 OVERVIEW

08

**HOUSING FUNDS
SUMMARY**

- Assists low to moderate income families achieve their goal of homeownership and promote affordability.
- Assistance is provided in the form of a Principal Reduction Program, up to \$35,000 and/or a Down Payment and Closing Cost Program, up to \$5,000.
- Each program consists of a loan and/or deferred payment “silent” second priority loans known as “Gap” financing, toward the purchase price, down payment and closing costs of affordable housing units that will be occupied by the homebuyers.

Population Served (by income): 60-80% AMI

Funding Sources: HOME and/or CDBG/RLF



| FTHB Assistance | | |
|-----------------|----|------------|
| HOME EN FTHB | 12 | \$ 480,000 |
| HOME PI FTHB | 6 | \$ 250,000 |
| CDBG/RLF FTHB | 3 | \$ 120,000 |
| TOTAL | 21 | \$ 850,000 |

08 FIRST TIME HOMEBUYER PROGRAM

Single Family Owner-Occupied Home Renovation

- Allows for low to moderate income homeowners to bring their home into compliance with building codes and ordinances.
- Up to \$65,000 can be used in the form of an amortized loan, forgivable deferred payment loan and/or a forgivable deferred payment loan note for senior citizens and persons with disabilities.
- If property is physically and or financially infeasible application may be transferred to Home Reconstruction Program
- Minor Repair Program is also available with an upper limit of \$15,000.

Population Served: 80% or less AMI
Funding Sources: HOME and/or CDBG/RLF

08 REHAB / RECONSTRUCTION



| Rehab Assistance | | |
|------------------|----|-------------|
| HOME EN SFOO | 11 | \$ 722,066 |
| HOME PI SFOO | 6 | \$ 400,000 |
| CDBG/RLF SFOO | 3 | \$ 235,220 |
| TOTAL | 20 | \$1,357,286 |

- The Rental Housing Program offers gap financing for the rehabilitation, construction, or reconstruction of multi-family rental properties.
- Two Types of Project:
 - **Investor-owned properties**, requiring a 10% investment
 - **Community Housing Development Organizations**, no investment required
- Assistance is in the form of an amortized loan/forgivable loan combination.
- Program goal is to increase the supply of affordable rental housing stock available to very-low to moderate income families.
- Assisted units are required to provide affordable rents for a set affordability period.

08 MULTI-FAMILY RENTAL



New Construction

| | | |
|------------------|---|--------------|
| HOME EN Investor | 3 | \$ 562,134 |
| HOME PI Investor | 6 | \$ 1,150,000 |

Rental Rehab Units

| | | |
|-------------------|-----------|---------------------|
| CDBG/RLF Investor | 1 | \$ 48,601 |
| Total | 10 | \$ 1,760,735 |

Funding Sources: HOME and/or CDBG/RLF (CDBG/RLF for rehab only not new construction)

Community + Human Development

2018 -2019 Final Program Budget (44th Year)

