



City of Brownsville

Annual Action Plan

PY 2015-2016

October 1, 2015- September 30, 2016

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2001 / 2014



Executive Summary

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

1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires entitlement communities to develop and submit an Annual Action Plan in order to access housing and community development funds. The 2015 Annual Action (Plan) represents the first year of the 2015-2019 Consolidated Plan submitted alongside this Plan.

This Plan is the City of Brownsville's (City) official application for HUD entitlement grants and proposed programs and services to be funded during the City's Fiscal Year (FY) 2016, Program Year (PY) 2015 (Oct.

1, 2015 – Sept. 30, 2016). There are three sources of federal program funds in this application, all of which will be administered by the Office of Grant Management and Community Development Department (OGMCD):

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Solutions Grant (HESG)

The key elements of this plan include the needs assessment, priority needs, specific objectives, and how the activities address identified needs and objectives.

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.

SPECIFIC GOALS

Specific goals have been developed with data from Community Voice surveys and Con Plan-specific surveys.

1. To encourage the provision of affordable housing through the rehabilitation of the existing housing stock and through the promotion of new housing and rental housing.
2. To provide the necessary infrastructure (sewer improvements, sidewalks, etc.) in support of a suitable living environment.
3. To provide public facilities and assistance for the improvement of quality of life conditions for low and moderate income residents.
4. To provide public services in the areas of youth services, health services, education services, disability services, child and domestic abuse outreach services and counseling, job training, and homelessness services.
5. To expand the economic opportunities for low and moderate income residents.
6. To provide for planning activities that will promote a more viable, safe, and affordable environment, particularly for low and moderate income residents.
7. Reduce chronic and family homelessness.

The activities that will enable the City to achieve these objectives and outcomes in PY 2015 are listed below:

Decent Housing: Activities that will facilitate making decent housing more available, accessible, affordable, and sustainable for low- and moderate-income residents, including:

- Rehabilitation and reconstruction of substandard housing
- Down payment assistance program
- New construction of affordable homes

Suitable Living Environment: Activities that will help make suitable living environments more available, accessible, affordable, and sustainable for low- and moderate-income residents, including:

- Building/rehabilitating neighborhood facilities

- Juvenile, youth, and childcare programs
- Services for children and families victims for domestic abuse
- Support services for populations with special needs (e.g. elderly, persons with disabilities)
- Services for the homeless
- Health care education and services

Economic Development/Opportunities: Activities that help increase access to economic opportunity for low- and moderate-income communities, including:

- Job training for low- and moderate-income persons

3. Evaluation of past performance

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

Each year the City submits a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. This report serves as a description of how funding was expended during the last program year and uses the Plan as a benchmark document in which performance can be measured. Major accomplishments during the most recent completed program year, PY 2013 (Oct. 1, 2013 to Oct. 31, 2014), are listed below:

During PY 2013, the City of Brownsville served a total of 458 households and 80,665 people using CDBG, HOME and HESG funds. The City's primary objectives of creating suitable living environments, providing decent affordable housing, and creating economic opportunities were met by undertaking the following activities:

Create suitable living environments

- The City conducted overlays on 14 streets which benefitted 56,210 persons. Furthermore, the City contracted with several non-profit organizations to provide services to low- to moderate-income youths and families; these social services agencies provided assistance to 7,912 individuals. Projects from previous years completed this program year benefitted a total of 13,505 persons (1,719 from Portway Acres Park, 8 from Demolition of Substandard Homes program, 7,450 from Tulipan Street Improvements, 1,998 from Oliveira Park Improvements, 1,213 from Western Drive, and 1,117 from Elizabeth Heights Pump Station projects)

Provide decent affordable housing

- The City funded the Homebuyer Assistance Program (HBA) in PY 2013 to assist low income families buy existing and new homes within the city limits of Brownsville. The HBA program assisted a total of 37 low income families. In addition, the City enabled the development of affordable housing through the construction of 30 new single family units across Brownsville to increase the supply of affordable housing stock. Low income renter households were also benefited in PY 2013 through the City's Tenant Based Rental Assistance Program (TBRA). The program provided rental subsidies to over 240 low income renter households. Through the ESG program the City served 2,340 people in Emergency Shelters, 736 people through Rapid Re-Housing, and 104 through Homelessness Prevention.

Create economic opportunities:

- The City did not have economic development projects in PY 2013, but did provide assistance to three downtown businesses through the Downtown Facade Improvement Program which was funded in PY 2012.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

As required by the Department of Housing and Urban Development (HUD) Rules and Regulations, the City of Brownsville complies with regulation 24 CFR 91.105, Citizen Participation Plan for local governments as outlined. The City has adopted a citizen's participation plan that sets forth the City's policies and procedures for citizen participation.

The Office of Grant Management and Community Development (OGMCD) is responsible for producing the 2015 Annual Action Plan. In this capacity, OGMCD works with a number of City departments, the Brownsville Public Housing Authority, non-profits, and other stakeholders to ensure that the planning process is both comprehensive and inclusive. OGMCD solicits information from other City departments, the private sector, non-profits, neighborhood-based organizations, and residents regarding existing conditions and strategies for addressing current needs.

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.

Public comments made during the 30-day public comment period will be added as they are made.

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

Once public comments are received the City will determine their acceptance.

7. Summary

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
Lead Agency	BROWNSVILLE	
CDBG Administrator	BROWNSVILLE	Office of Grant Management & Community Development
HOPWA Administrator		
HOME Administrator	BROWNSVILLE	Office of Grant Management & Community Development
ESG Administrator	BROWNSVILLE	Office of Grant Management & Community Development
HOPWA-C Administrator		Office of Grant Management & Community Development

Table 1 – Responsible Agencies

Narrative (optional)

Lead Agency: City of Brownsville, TX

CDBG Administrators: Marina Zolezzi, Director (Primary Contact) and Jose Perez, CDBG Program Manager (Secondary Contact)

HOME Administrator: Ana Hernández, Housing Manager

ESG: Edgar I. Garcia, Assistant Director, Julia Denisse Lash, Social Services Coordinator

Consolidated Plan Public Contact Information

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

1. Introduction

The priority needs for housing and community development are determined through multiple consultations with public agencies, community organizations, and local residents. Housing and community development data relevant to the City of Brownsville and region are also reviewed to help determine city goals. These goals include reaching out to Community Housing Development Organizations, Cameron County, the Housing Authority of the City of Brownsville (HACB), and other community organizations whose fields of interest and service include but are not limited to: social services, youth services, abused children's services, health services, and domestic violence services. The City continues to collaborate with differing community organizations, the public, and local government to address gaps found through the consultation process. Being a Consolidated Plan year, the City secured a contractor to develop a Housing Market Analysis, Homeless Needs Assessment, and a Analysis of Impediments to Fair Housing; the results were also used to determine funding priorities.

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))

The City has continually sought out input from local public agencies and community housing development organizations (CHDOs) to implement new- and tailor existing- programs to address the community's housing needs. In 2014, the City met with the Housing Authority of the City of Brownsville, Community Development Corporation of Brownsville, and other CHDO partners. Furthermore, plans are being made to have an annual or bi-annual basis Housing Symposium where the City, the Housing Authority, and CHDOs could come together and develop a coordinated plan to address the housing needs of the community.

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 is involved with the Cameron County Homeless Partnership and the Homeless Network of the Rio Grande Valley to plan, organize, and deliver supportive and housing services to homeless persons. Partners are working toward reducing the confusion related to the definition of "homeless" and "at-risk homeless," synthesizing resources, and keeping in track with the area's growing "homeless" and "at-risk homeless" populations. In partnership with the City, the Homeless Network of the Rio Grande Valley's principle goal is to create a seamless flow of services to homeless individuals and families that will create a "sustainable form of livelihood" that can ensure permanent housing meant for human habitation.

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

The City is involved with the Texas Homeless Network (THN) in gathering survey data to assist homeless (or at risk) clients by assessing the mainstream benefit programs such as Food Stamps, Medicaid, Medicare, One-Stop Career Center System, Social Security Disability Insurance, State Children's Health Insurance Program, Supplemental Security Income, Temporary Assistance for Needy Families, Veteran's Affairs Compensation, and Veteran's Affairs Health Care. The HEARTH Act will mandate a coordinated assessment model for all entities considering applying for CoC funds. The THN Balance of State Governance Board has established a Coordinated Assessment Steering Committee in order to develop an assessment model to be used by Texas Balance of State members, which is in the process of being implemented.

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	CAMERON COUNTY
	Agency/Group/Organization Type	PHA Services-homeless Other government - State Other government - County Civic Leaders Homeless Network of the Rio Grande Valley
	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	

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

he City recognizes the integration of transportation, education, health, housing, and community organizations and related social services are an integral part of developing the Annual Action Plan. The City is continuously working to make relationships and increase partnerships to ensure a robust process is used to develop needs. Further the City continues to search for possible stakeholders needing to be included in the Annual Action Plan process.

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	CAMERON COUNTY	Locally identified needs are brought up when establishing a strategic plan with other agencies at regional, state, or federal levels.

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's Community Voice Campaign has been largely successful at reaching out to the public in order to gain a better handle on the priorities the citizens have. Each year Community Voice has been able to increase its citizen participation and has helped the Office of Grant Management and Community Development better allocate HUD funding.

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)

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

Entitlement grant resources totaling \$3,446,470.00 are planned during the next program year (October 1, 2014 - September 30, 2015) to address obstacles to meet underserved needs, foster decent housing, reduce the number of people below the poverty line, develop institutional structures, and enhance coordination between public and private housing and social service agencies. The Office of Grant Management and Community Development (OGMCD) possesses a unique stand, with its ability to leverage federal and private funding through its team of grant writing professionals, whom collaborate with other City departments and local entities to leverage additional funding for community projects. Building upon the Imagine Brownsville Comprehensive Plan as well as other Plans, the City is constantly seeking funding to supplement its Annual Action Plans and Consolidated Plans as well as for building upon its citizen-driven visions.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,549,545	0	0	2,549,545	0	CDBG will be allocating \$1,575,964 to public facilities for the Brownsville Community Resource Center, Southmost and Central Library's, Demolition of substandard homes, purchase of a fire truck and owner-occupied housing rehabilitation assistance program. There will also be \$215,000 of CDBG funds allocated to Social Service programs as detailed in section AP-35.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	661,265	0	0	661,265	0	HOME funding will be used to support new construction by community housing development organizations (CHDOs) and the City of Brownsville Homebuyer Assistance Program.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	235,660	0	0	235,660	0	HESG funding will be used for projects that address chronic homelessness through, Rapid Re- Housing and Emergency Shelter for homeless individuals and families, and abused youth.

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

The Annual Action Plan process attempts to identify as many other resources as possible for community development programs. Many of these funding sources may provide leverage from private and public sources for these projects listed in the Plan.

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

Discussion

The City will continue to identify additional funding to leverage CDBG, HOME and HESG projects.

Annual Goals and Objectives

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

Goals Summary Information

Table 6 – Goals Summary

Goal Descriptions

Table 7 – Goal Descriptions

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

In PY 2015, the HOME program will assist approximately 38 low-income families.

AP-35 Projects – 91.220(d)

Introduction

The City will address the community development priorities identified during the preparation phase of its Five-Year Consolidated Plan and Annual Action Plan. Funding has been allocated to projects and activities in the following high priority categories: public facilities and improvements, public services, housing activities, and planning and administration.

#	Project Name
1	CDBG Social Services
2	Public Facilities and Infrastructure Improvements
3	CDBG Rehab: Single-Unit Residential
4	Section 108 Loan Repayment
5	CDBG Administration
6	Single-Family New Construction
7	Down Payment Assistance Program
8	HOME Administration
9	HESG Program

Table 8 – Project Information

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

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG Social Services
	Target Area	
	Goals Supported	
	Needs Addressed	Public Services
	Funding	CDBG: \$215,000
	Description	The City of Brownsville will use CDBG funds to provide social services to eligible residents. Public service projects aid the general population, seniors, youth and the underprivileged in society.
	Target Date	8/31/2016

<p>Estimate the number and type of families that will benefit from the proposed activities</p>	<p><u>Sunshine Haven, Inc.</u> - Health Services 05M</p> <ul style="list-style-type: none"> • Will serve 69 low-to-moderate income individuals who are in need for palliative services. <p><u>Brownsville Adult Literacy Program</u>- Employment Training 05H</p> <ul style="list-style-type: none"> • Will serve 120 low-to-moderate income elderly individuals to enhance their basic computer skills. <p><u>Brownsville Society for Crippled Children Inc./ dba Moody Clinic</u>- Handicapped Services 05B</p> <ul style="list-style-type: none"> • Will serve 125 low-to-moderate children diagnosed with special needs. <p><u>Court Appointed Special Advocates of Cameron County & Willacy Counties</u>- Abused and Neglected Children 05O</p> <ul style="list-style-type: none"> • Will fund a Court appointed Specialist who will monitor status of the foster placement and speak on behalf of 100 children in Child Protective Court (Presumed Benefit) <p><u>Friendship of Women, Inc.</u>- Health Services 05M</p> <ul style="list-style-type: none"> • Counseling Services for 100 teens and their families who are staying at the DV Shelter (undisclosed area) <p><u>Infant & Nutrition Agency</u> – Child Care Services 05L</p> <ul style="list-style-type: none"> • Will serve 108 low- to moderate-income families through breast feeding classes for new mothers
<p>Location Description</p>	<ul style="list-style-type: none"> • <u>Brownsville Adult Literacy Program</u>: 245 E. Levee Street, Brownsville, TX 78520 • <u>Brownsville Society For Crippled Children, Inc. (Moody Clinic)</u>: 1901 E. 22nd Street, Brownsville, TX 78520 • <u>CASA</u>: 1740 Boca Chica Blvd., Suite 300, Brownsville, TX 78521 • <u>Sunshine Haven, Inc.</u>: 7105 Lakeside Blvd. Olmito, TX 78575 • <u>Friendship of Women, Inc.</u>: P.O. Box 3112, Brownsville, TX 78520 • <u>Infant & Nutrition</u>: 1225 Boca Chica Blvd., Brownsville, TX 78520

<p>Planned Activities</p>	<p><u>Sunshine Haven, Inc.</u> - Health Services 05M (\$80,000.00)</p> <ul style="list-style-type: none"> • Will provide 24/7 nursing and palliative care to 81 low income patients (individuals) that cannot be cared for at home or who do not have adequate housing. <p><u>Brownsville Adult Literacy Program-</u> Employment Training 05H (\$10,000.00)</p> <ul style="list-style-type: none"> • Will provide essential knowledge to 128 low income (below 80%) individual, who need to function independently with a computer. <p><u>Brownsville Society for Crippled Children Inc./ dba Moody Clinic-</u> Handicapped Services 05B (\$40,000.00)</p> <ul style="list-style-type: none"> • Will serve 125 low to moderate income (below 80%) children with special needs with diagnosed need for speech/language, occupational and/or physical therapy evaluations and treatment. <p><u>Court Appointed Special Advocates of Cameron County & Willacy Counties-</u> Abused and Neglected Children 05O (\$45,000.00)</p> <ul style="list-style-type: none"> • Will fund a Court appointed Specialist who will monitor status of the foster placement and speak on behalf of 100 children in Child Protective Court (Presumed Benefit) <p><u>Friendship of Women, Inc.</u> - Health Services 05M (\$30,000.00)</p> <ul style="list-style-type: none"> • The program will provide individualized and group counseling for 100 teens and their families at the shelter facility (undisclosed area). (Presumed Benefit) <p><u>Infant & Nutrition Agency</u> – Child Care Services 05L (\$10,000.00)</p>
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		<ul style="list-style-type: none"> This program will serve 108 low income clients (below 80%) with a highly effective Breastfeeding 101 Training course.
2	Project Name	Public Facilities and Infrastructure Improvements
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	
	Target Date	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

<p>Planned Activities</p>	<p>The Following Projects will be improved, rehabilitated, demolished and/or constructed:</p> <ol style="list-style-type: none"> 1. <u>05-Southmost Library Computer Replacement- \$98,105</u>Replacement of approximately 107 with a five year warranty for the Southmost Library Branch located at 4320 Southmost Boulevard. Computers will be used by the Southmost community on a daily basis to do homework, GED practice exams, access to live homework help, resume building, on-line training, continuing education classes, career advancement, in addition to other resources and numerous functions.<u>05- Central Library Computer Replacement- \$206,065</u>Replacement of approximately 197 computers with a five year warranty for the public computing center in the Central Library Branch located at 2600 Central Boulevard. Computers will be used by the surrounding community on a daily basis to do homework, GED practice exams, access to live homework help, resume building, on-line training, continuing education classes, career advancement, in addition to other resources and numerous functions.<u>04-Demolition of Substandard Homes- \$200,000</u>Funding will be used to assist in minimizing harborage of vermin, fire hazards, and crime by demolishing substandard structures within the City of Brownsville limits. Doing so, can also assist the local home market, health and safety of the public.<u>03O-Purchase of Fire Truck-\$350,000</u>Funding will be used to purchase a fire truck for Fire Station 2 located on 500 West St. Charles. <u>03E-Brownsville Community Resource Center-\$475,000</u>The Brownsville Community Resource Center will serve as a hub for community services. Community services will be made possible by a network of public, private, and non-profit organizations working together to serve the Brownsville community and its veterans. The City of Brownsville is actively working with various organizations, including Tropical Texas Behavioral Health, Texas Veterans Commission, University of Texas Rio Grande Valley (UT-RGV), Texas Workforce Commission, and Cameron County Veterans Services to allocate resources and provide services at the BCRC. Each participating organization will be responsible for its progress tracking and will provide accessible statistical data to evaluate/measure results.
<p>Project Name</p>	<p>CDBG Rehab: Single-Unit Residential</p>

3	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$246,794
	Description	
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that nine (10) families will benefit from the City's CDBG Rehabilitation Program
	Location Description	
	Planned Activities	<ol style="list-style-type: none"> 1. <u>14A-Owner-Occupied Housing Rehabilitation Assistance Program-\$246,794</u>CDBG funds will be used to rehabilitate eight (9) eligible low-income households located within the city limits of Brownsville. Eligible households can receive up to \$25,000 in rehabilitation assistance. Additionally, funds will be used to assist a minimum of one (1) eligible household with emergency repairs.
4	Project Name	Section 108 Loan Repayment
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$224,500
	Description	
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
5	Project Name	CDBG Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG: \$509,909
	Description	
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
6	Project Name	Single-Family New Construction
	Target Area	
	Goals Supported	
	Needs Addressed	

	Funding	HOME: \$9,918,975
	Description	HOME funds will be used to finance the construction of eight (8) single-family, energy efficient housing units for resale to eligible-low income families.
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	Approximately eight (8) households will benefit from the construction of affordable housing units. Households must be at or below 80% of the AMI.
	Location Description	Property sites will be scattered throughout the City of Brownsville. Property sites must be within Brownsville City limits.
	Planned Activities	HOME funds will be used to finance the construction of eight (8) single-family, energy efficient housing units for resale to eligible-low income families.
7	Project Name	Down Payment Assistance Program
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$49,594,875
	Description	HOME funds will be used to fund the City of Brownsville Homebuyer Assistance Program, which will be administered by the Community Development Corporation of Brownsville (CDCB). Approximately nineteen (19) households will be eligible to receive up to \$20,000 in down payment assistance and up to \$5,000 in closing costs.
	Target Date	9/30/2016

	Estimate the number and type of families that will benefit from the proposed activities	Approximately 19 households will be eligible to receive up to \$20,000 in down payment assistance and up to \$5,000 in closing costs. Households must be at or below 80% AMI.
	Location Description	Property sites will be scattered throughout the City of Brownsville. Property sites must be within Brownsville City limits.
	Planned Activities	HOME funds will be used to fund the City of Brownsville Homebuyer Assistance Program, which will be administered by the Community Development Corporation of Brownsville (CDCB). Approximately nineteen (19) households will be eligible to receive up to \$20,000 in down payment assistance and up to \$5,000 in closing costs.
8	Project Name	HOME Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	HOME: \$66,126
	Description	
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

9	Project Name	HESG Program
	Target Area	CITY OF BROWNSVILLE
	Goals Supported	
	Needs Addressed	
	Funding	ESG: \$235,660
	Description	
	Target Date	9/30/2016
	Estimate the number and type of families that will benefit from the proposed activities	<p>Friendship of Women, Inc. has proposed to serve the following:</p> <ul style="list-style-type: none"> • 200 Individual Cases/ 30Households <p>The Bishop E. San Pedro Ozanam Center-ES/HMIS/RR has proposed to serve the following:</p> <ul style="list-style-type: none"> • Rapid Re housing-33 Individuals/ 10 Households • Emergency Shelter- 550 Individual Cases/ 25 Households • HMIS- All of the above
Location Description	<ul style="list-style-type: none"> • <u>Friendship of Women, Inc.</u> - 95 E. Price Rd Suite C,Brownsville,TX 78521 (DV Shelter at an undisclosed area) • <u>The Bishop E. San Pedro Ozanam Center</u>- 656 N. Minnesota, Brownsville, TX 78521 	

<p>Planned Activities</p>	<p>The City will award HESG funding to the following subrecipients for Emergency Shelter (<i>not to exceed the statutory cap of 60% of total annual allocation</i>), Homelessness Prevention, Rapid Re-Housing, and HMIS.</p> <p><u>1) Emergency Shelter</u></p> <ul style="list-style-type: none"> • Ozanam Center - \$86,978.50; funds will be used for essential services and operations of the overnight shelter, including facility improvements to maintain a safe environment. • Friendship of Women (Youth Domestic Abuse) - \$50,000.00; funds will be used for essential services and operations, including some facility improvements. <p><u>2) Rapid Re-Housing</u></p> <ul style="list-style-type: none"> • Ozanam Center - \$69,607.00; funds will be used for rental assistance, short-term or long-term rental deposit, security deposit and utility bills for homeless individuals or families who are homeless. <p><u>3) Administration</u></p> <ul style="list-style-type: none"> • The City will allocate 7.5% of the annual allocation for the administration of the HESG program \$17,674.50 <p><u>4) HMIS</u></p> <ul style="list-style-type: none"> • Bishop Enrique San Pedro Ozanam Center will be allocated \$11,400.00 for HMIS administration. • Friendship of Women, Inc. is a DV Shelter, therefore exempt from using HMIS.
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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 totality of the funds received from HUD will be used within the city limits of Brownsville. Projects will primarily serve low- to moderate-income citizens or will be in an area predominantly inhabited by low- and moderate-income citizens.

Geographic Distribution

Target Area	Percentage of Funds
CITY OF BROWNSVILLE	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In April 2015, the City of Brownsville issued a notice of availability of funds and request for proposals to invite non-profit and for-profit affordable housing developers, contractors, subrecipients, and community housing development organizations (CHDOs), to submit projects for participation in the HOME Program. The City received four (4) applications, of which two (2) were awarded HOME funds. The two applications selected were for homebuyer activities, specifically, new construction of single family units and down payment and closing cost assistance.

The City of Brownsville administers and implements the HOME Investment Partnerships Program (HOME Program), a federally funded program through the U.S. Department of Housing and Urban Development (HUD). The HOME Program is designed to strengthen public-private partnerships and to expand the supply of decent, safe, sanitary, and affordable housing, for very low-income and low-income families. HOME funds are used to carry out multi-year housing strategies through acquisition, rehabilitation, and new construction of housing, and tenant-based rental assistance.

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

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	8
Rehab of Existing Units	22
Acquisition of Existing Units	0
Total	30

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Approximately eight (8) low income families will benefit from the construction of eight (8) single-family units by Architecture for Charity of Texas (ACT), a certified community housing

development organization (CHDO). In addition, approximately nineteen low income families will benefit through the City of Brownsville's Homebuyer Assistance Program (HBA), which will be administered by the Community Development Corporation of Brownsville (CDCB) during program year 2015. The HBA Program is designed to assist families to realize ownership of new or existing single family homes by providing them with the needed down payment assistance and closing costs. Both construction of single family units by CHDOs and down payment assistance is made possible by the HOME Investment Partnerships Program.

The City also intends to assist approximately 22 low-income families through its Owner-Occupied Rehabilitation Assistance Program, which is both funded by HOME and CDBG.

AP-60 Public Housing – 91.220(h)

Introduction

The Brownsville City Council created the Housing Authority of the City of Brownsville (HACB) in 1938 in response to federal legislation (U.S. Housing Act of 1937) and enabling state legislation that charged local entities with providing decent, safe and sanitary housing for low to moderate income families and individuals. While independent of the City of Brownsville government, the Brownsville City's Mayor Council appoints the Board of Commissioners.

In 1939, the City of Brownsville received funding from the U.S. Department of Housing and Urban Development for the construction of its first public housing development of a 150 unit family dwellings named Buena Vida. The City of Brownsville held the groundbreaking at the site on November 3, 1939. Buena Vida was completed and dedicated on August 15, 1940. Since opening its first public housing development the HACB went through an incredible growth phase with the creation of more than 900 units from the 1940's through 1997.

The HACB's Housing Choice Voucher Program, commonly referred to as Section 8, was established in 1975. In 1975, the Brownsville Housing Authority received its first approved Annual Contributions Contract under the Section 8 Existing Housing Assistance Payment Program. This program provides federal housing assistance payment contracts to private housing and apartment owners. The HACB administers 2,163 Housing Assistance Payment Contracts.

Beginning in 2000, through the Low Income Housing Tax Credit Program the agency experienced a resurgence of affordable housing development activity with the construction of quality affordable housing.

Today, the Brownsville Housing Authority serves more than 3,500 low-income families. This is including over 2,100 families housed through the Housing Choice Voucher Program and another 1,400 plus living in 10 public housing developments and 6 tax credit developments around the city. HACB administers the largest public housing and voucher programs in the Lower Rio Grande Valley.

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

The Housing Authority of the City of Brownsville is finalizing a Strategic Plan that identifies five (5) main goals, which are the following:

- **Housing**
- **People**
- **Community**

- **Organization**
- **Capacity**

HACB is also finalizing the Organizational Assessment which will address the following:

- Organizational Chart
- Salary Comparable Analysis
- Update of Job Descriptions

HACB's new organizational structure will place emphasis on the three main reasons a public housing authority exists. They are the following: housing, people and community. Our goal is to increase our unit portfolio to 5,200 by 2020, increase the number of households served by HACB to 6,000 by 2020, and create resilient communities through collaborative initiatives and leveraging of resources, that maximize HACB's partnership and leadership opportunities.

Planning and Construction of Additional Units:

- We are currently planning our next public housing development (Roosevelt) which will increase our inventory by a minimum of fifteen units.
- HACB's non-profit BHOIC is the General Partner for the construction of a LIHTC property called Bella Terra. This is currently under construction.
- Development Plans for Boca Chica Property will begin.

Identified Capital Improvements to Existing Properties:

- Finalizing the scope of work and commencement of the Community Infrastructure Investment Project. This will address the following developments:
 1. Citrus Gardens – repave Orange Street from Lincoln Street to Tangelo Street, replace damaged sidewalks, and repair handicap parking areas to meet ADA compliance;
 2. Linda Vista – repair handicap parking areas to meet ADA compliance;
 3. Sunset Terrace and Rose Gardens – Replace damaged sidewalks and driveways; and
 4. Las Brisas – replace damaged sidewalks and upgrade parking areas to meet ADA requirements.

- Replace kitchen cabinets at Sunset Terrace.
- Replace deteriorated wood screen doors with new aluminum screen doors at both Citrus Gardens and Las Brisas.
- Replace damaged exterior doors at both Rose Gardens and Buena Vida with new doors and weather stripping.
- Renovation of the learning centers at both Citrus Gardens Annex, Las Brisas and Linda Vista Developments.
- Address roof issues at the Administrative Building.

Transition into the Rental Assistance Demonstration Program (RAD):

HACB submitted an application for RAD and has received award letters to enter into a Housing Assistance Payments (CHAP) for the conversion of the following developments:

- | | |
|--------------------------|-----------|
| 1. <u>Linda Vista</u> | 198 units |
| 2. <u>Citrus Gardens</u> | 36 units |
| 3. <u>Villa Del Sol</u> | 140 units |

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

Actions that the Housing Authority of the City of Brownsville (HACB) has undertaken to ensure that public housing residents become more involved in the management of the PHA has been the creation of the Resident Advisory Board (RAB) and Resident Associations. The RAB’s main function is to make recommendations for their developments in the PHA Plan. As well as, input recommendations that the agency can adopt to improve the quality of life of the residents at the developments and in the residents self-sufficiency efforts.

A way in which public housing residents are encourage to become involve with HACB and in becoming self-sufficient is by affording them different opportunities that will help do just that. Public Housing Residents have the option of becoming involve in various activities within the HACB. Besides the Resident Associations, which bring information to the residents about the different social services available to them in our community, the residents have the option of joining different self-sufficiency programs or of taking advantage of the services available to them. For example, residents have the option of joining the Family Self Sufficiency (FSS) Program if they are interested in finishing or continuing their education. If the residents are interested in gaining or enhancing their employability skills they

have the option of joining the Job Skills Training Program with the HACB. Another program that can be found within HACB is the Family Learning Centers (FMLs). The FMLs serve a couple of purposes. First and foremost the FMLs are a tutoring center for students from grade school all the way to college. Another purpose of the FMLs is to provide the residents with a place where they have internet access mainly for looking for employment or filling out employment applications online. An additional purpose of the FMLs is to take services to the residents that cannot otherwise go to the services themselves.

For the residents, specifically elderly residents, one of the things that is encouraged through the resident associations is to create a strong sense of community within the developments. This helps with the principle of having the elderly age in place. Through various partnerships the HACB is able to connect the elderly to the services they need.

HACB residents are encouraged to participate in homeownership through various programs available to them through HACB and the community. These programs include the HACB Housing Choice Voucher (HCV) Homeownership Program, the HACB Housing Counseling Program, and the Annual Homeownership Program that the HACB hosts; as well as through referrals to the Community Development Corporation, and other Homeownership Agencies in the community. HACB works with the residents by affording them information on homeownership and by guiding them through the process of homeownership. The HACB HCV Homeownership Program is for families receiving Section 8 assistance and that have the means to become homeowners. If a family is not homebuyer ready the HACB Housing Counseling Program offers the resources and tools to the residents and the community to become homebuyer ready.

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

HACB is a high performer PHA, as designated by the U.S. Department of Housing and Urban Development (HUD).

Discussion

Forthcoming.

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

Introduction

The HESG program was originally intended to be used to shelter homeless clients. The program however has evolved from a strictly crisis-oriented program into one stage of a continuum of care process to reintegrate individuals and families back into society.

Homelessness severely impacts the health and well-being of all family members. Children without a home are in fair or poor health twice as often as other children that have higher rates of asthma, ear infections, stomach problems, and speech problems (Better Homes Fund, 1999). Homeless children also experience more mental health problems, such as anxiety, depression, and withdrawal. They are twice as likely to experience hunger, and four times as likely to have delayed development.

As an entitlement community, the City of Brownsville was awarded \$235,660 of HESG funds. The HESG grant allocation remains predominantly to support homeless shelters, as well as those organizations that provide services to shelter Brownsville residents and subrecipients of these funds are required to provide a dollar for dollar match when applying. However, the City is working sub-recipient agencies to focus on providing Rapid Re-Housing assistance, therefore will not be awarding any homeless prevention funds for this program year.

For program year 2014, the City of Brownsville plans to fund one local shelter for victims of Domestic Abuse and a service provider organization.

- The Bishop Enrique San Pedro OZANAM Center – 24-hour, 365 days a year, Emergency shelter services to homeless men, women and children.
- The Bishop Enrique San Pedro OZANAM Center – Rapid Re-Housing to homeless men, women, and children.
- Friendship of Women - Emergency Shelter (Youth Domestic Abuse) - Essential services

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 of Brownsville continues collaborating with community-based and faith-based agencies, as well as public and private organizations across Cameron County to establish a plan to deliver housing and supportive services to homeless persons as they move toward maximum self-sufficiency.

Addressing the emergency shelter and transitional housing needs of homeless persons

Social service agencies providing emergency shelter or transitional housing for homeless individuals and families will be funded for essential services and operations. Services will include case management, direct rent or utility assistance, and operations costs associated with overnight shelter. The facilities provide shelter and services to homeless families with children, single parents with children, single men and women, victims of domestic violence and sexual abuse, homeless veterans, and the population living on the streets. HESG funding will address emergency shelter and transitional housing needs as requested by agencies. As part of the planning process for community-wide coordination of HESG implementation and the restructuring of the CoC funding process, the Coalition is collaborating with local HESG recipients to right-size the system of emergency shelter, transitional housing, rapid re-housing, by exploring diversion methods and techniques as well as combining efforts between Health Care and Housing programs.

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

In partnership with the City of Brownsville, the Homeless Network of the Rio Grande Valley developed a series of strategies to eliminate chronic homelessness in the region by 2014. The overall goal of the Homeless Network of the Rio Grande Valley is to create a seamless flow of services to homeless individuals and families that will create a “sustainable form of livelihood” that can ensure permanent housing meant for human habitation.

Action Steps: Develop additional transitional housing stock and integrate a case management system into the transitional housing.

Goal 3: Maximize the use of mainstream assistance programs. Develop cultural and language specific case management for individuals with both substance abuse and mental illness.

Action Steps: Will have mandatory participation by service providers participating in the HMIS System; increased homeless advocacy; require assessment and application before supportive services funding can be utilized.

The Homeless HMIS system will also help agencies better communicate and coordinate resources to provide homeless persons and persons at imminent risk of homelessness with better access to the

region's network of homeless services and resources.

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.

Discussion

The SNAPS HUD Headquarters has approved technical assistance to assist the City and the HESG sub-recipient agencies improve administration of the ESG program, as well management and oversight.

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
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

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

Introduction

The City is in the process of drafting a new Analysis of Impediments to Fair Housing. Once this study is finalized the City will actively address the barriers that have been identified.

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

The City of Brownsville has not identified any residual effects from public policies intended to serve as barriers to affordable housing.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

The OGMCD continues to seek new strategies to broaden citizen participation, build and strengthen partnerships, eliminate obstacles, provide decent affordable housing opportunities, and alleviate poverty.

Actions planned to address obstacles to meeting underserved needs

The Office of Grant Management and Community Development of the City of Brownsville will continue to develop new programs and initiatives, improve existing programs, and identify additional sources of funding to better serve those in need of affordable housing and related services. In an effort to identify and address underserved needs in Brownsville, the City will continue with its Community Voice campaign and other community outreach events.

Actions planned to foster and maintain affordable housing

Through the Home Investment Partnerships Program (HOME) and the Community Development Block Grant (CDBG), the City of Brownsville has been able to rehabilitate owner occupied dwellings, incentivize the construction of affordable housing, as well as assist low income families attain homeownership. The City plans to continue funding these different activities to ensure that affordable housing is preserved.

Actions planned to reduce lead-based paint hazards

Due to suspected levels of lead-based paint hazards in residential structures located throughout Brownsville, the City will continue to undertake strategies requiring lead-based paint testing and interim controls in housing activities performed on homes built before 1978, as funding permits.

Actions planned to reduce the number of poverty-level families

The City actively strives to build partnerships with organizations to provide comprehensive services that help alleviate poverty.

Actions planned to develop institutional structure

The institutional structure in the City of Brownsville is relatively strong and diverse. A variety of agencies and organizations will play key roles in delivering and managing the Community Development Programs. In general, this includes the City's Office of Grant Management and Community Development, Planning Department, Brownsville Housing Authority, and individual non-profit and for-

profit housing developers and service providers.

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

The City of Brownsville continues to work in coordination and collaboration with multiple public and private entities including the Brownsville Housing Authority, Community Housing Development Organizations (CHDO), as well as grassroots organizations in addressing the needs of low- and moderate-income, special needs, and homeless populations. The City is also working with community organizations to identify the needs of small businesses in commercial corridors. Significant planning efforts between these entities continue to be coordinated by the City's Office of Grant Management and Community Development and the Planning Department.

Discussion

Through the BCAC, Housing Committee, and the Community Voice campaign, the City will actively strengthen partnerships to identify the community's most pressing needs.

Program Specific Requirements

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

Introduction

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	1
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(I)(2)

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

None.

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:
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:
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:

None.

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

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

The following standards were developed for providing assistance with Hearth Emergency Solutions Grant(HESG) funds as required by 24 CFR 576.400(e).

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

The City of Brownsville is a member of the Cameron County Homeless Partnership (CCHP), which is the local homeless coalition for Cameron County. CCHP is a member of the Balance of State (BoS) within the Texas Homeless Network (THN). The THN provides technical and support assistance to BoS members. Presently, the CCHP Chairperson is a member of the Texas Balance of State Coordinated Access Steering Committee, which has been meeting to develop Coordinated Access system with the Texas Homeless Network Balance of State Continuum of Care. The Coordinated Assessment System Committee was created through volunteers after reaching out CoC-wide. A series of meetings will be held to help set up the standards and guidelines for rolling out HEARTH-required coordinated access system for the Texas BoS. To date the THN Coordinated Assessment System has selected Guiding Principles and selection of Pilot Communities. The Guiding Principles selected were intended to show the direction, intention and emphasis that the Centralized Access in BoS regions should reflect. Models for Conceptualization for THN BoS CoC proposed are: (1) Access: 2-1-1 and/or community-selected providers; other providers direct clients to access points where data is entered into HMIS. (2) Assess: Assessment by community-selected providers, completed on paper or HMIS; (3) Assign: Selected providers refer to other providers, availability through HMIS or other, referral through HMIS or via phone; (4) Accountability: THN, regional coalitions, community selected agencies. The above are models which will be redefined given each community within BoS

are unique dependent upon resources within respective communities. It should be noted that the Coordinated Access Steering Committee submits its product to the THN BoS Governance Board which will make final decisions on Coordinated Access System. The membership of the Cameron County Homeless Partnership has been informed of process and THN has developed surveys to obtain providers insight as well. The Cameron County Homeless Partnership is in the process of developing a coordinated system consistent with THN BoS and local input with expectations it is designed to coordinate program participant intake, assessment and provisions of referrals to address needs of its clients at a single location.

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).

Projects for funding are selected based on the greatest community need as well as the effectiveness of the organizations in assisting the community. The City utilizes the Request for Proposal process to allocate HESG funds and to make sure that all programs awarded meet the HESG categorical requirements. A review committee of HUD grant experts was formed to review proposals. The Brownsville Citizens Advisory Committee (BCAC) offers their input. The City then determines the HESG budget for each agency. It has been the City's experience that HESG funds are rarely, if ever, returned to HUD unspent, as there is always a greater need than funds to support these needs.

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 Brownsville does not currently meet the homeless participation requirement in 24 CFR 576.405 (a). However, a Point-In-Time (PIT) count has been established to count the number of homeless individuals living in the streets, in shelters, safe havens, transitional housing as well as in areas not meant for human habitation. The PIT is a survey conducted by volunteers with the purpose of gathering information from homeless individuals regarding their current needs. The information collected is compiled into a report in order to provide an analysis of the local homeless population. A portion of the survey addresses the needs of those surveyed including the following: housing, job training/placement, medical/dental services, Social Security Disability Insurance (SSDI), Food Stamps, mental health services, food, General Educational Development (GED) classes, clothing, transportation, emergency shelter, Temporary Assistance for Needy Families (TANF), legal assistance, Veteran's benefits, childcare, substance abuse services, life skills training, and/or HIV/AIDS assistance.

5. Describe performance standards for evaluating ESG.

Performance standards for monitoring HESG subrecipients include but are not limited to a mix approach of regular telephone contacts, monthly financial record reviews and monthly on-site monitoring visits. Subrecipients must submit their most recent audit and implement a Homeless Management Information System (HMIS) as required by HUD for McKinney-Vento funding. Further contact with HESG funded agencies occurs at quarterly Homeless Coalition meetings. In addition, the Homeless Coalition's County Program Coordinator attends consumer forums to hear the view point of clients receiving services from HESG funded programs. If any concerns are raised during these forums, the Program Coordinator will follow up with the agency to ensure issues are resolved. Financial monitoring of subrecipients occurs monthly when invoices are submitted, including on-site monitoring visits. OGMCD's Social Services Coordinator receives, reviews, and processes invoices to ensure that spending is only for eligible activities, operations costs, homeless prevention activities, and administrative costs in compliance with HUD and TDHCA mandated guidelines. On a monthly basis, all HESG funded agencies must submit the number of new clients coming into their programs. If the number of beneficiaries served is well under or over the target for the period, agencies are contacted for further information. At the end of the contract year, the Social Services Coordinator compiles all client demographic data reported and prepares a comprehensive client's statistical report for all projects that becomes part of each year's CAPER. Aside from the yearly scheduled monitoring projects, the City continues to monitor any projects from previous years that have not been completed (open contracts).

Discussion

