



JEFFERSON COUNTY, ALABAMA  
PROPOSED ONE-YEAR ACTION  
PLAN FOR CDBG, HOME, AND  
ESG

2018-19

**JEFFERSON COUNTY COMMISSION**  
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## **Executive Summary**

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

#### **1. Introduction**

The United States Department of Housing and Urban Development requires that in order to receive funding under the Community Development Block Grant program (CDBG), the HOME Investment Partnerships program (HOME), and the Emergency Solutions Grant program (ESG), each entitlement city or urban county must prepare a Consolidated Plan. The Plan identifies housing and non-housing needs over a five year period; assigns priorities to each of the needs and a strategy for meeting those needs; and sets out a one-year action plan establishing funding. The Jefferson County Consortium's current Five-Year Consolidated Plan began October 1, 2015 and ends September 30, 2020. This 2018 One-Year Action Plan is the fourth year of that Consolidated Plan, the 44th Year of Community Development programs overall, and will be effective between October 1, 2018 through September 30, 2019. The Jefferson County Consortium is made up of unincorporated areas of Jefferson County, Alabama and 33 municipalities within the County. The municipalities of County Line, Sumiton, Helena, Birmingham, and Bessemer are the only governments with areas within Jefferson County that are not participating in the Consortium. Birmingham and Bessemer are entitlement cities themselves. This 2018-19 One-Year Action Plan was developed in cooperation with the 33 Consortium members, area agencies, and the public.

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

Jefferson County has not yet received notification from HUD regarding the Program Year (PY) 2017 allocations for CDBG, ESG, or HOME. However, this proposed plan has been prepared based on information found on-line. The included proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts when announced by HUD

Jefferson County expects to receive \$2,355,502.00 in CDBG funds, \$0.00 in CDBG Program Income; \$1,043,593.00 in HOME funds, \$0.00 in County HOME match, and \$742,911.69 in HOME program income; and \$188,997.00 in federal ESG plus \$188,997.00 in ESG match funds making a total of \$4,520,000.69 in funds available for Program Year 2018-19. From those funds, Jefferson County plans to undertake the following activities: public facility improvements, public services, general administration,

housing rehabilitation, construction/ rehabilitation of rental housing units, emergency shelters, street outreach, rapid re-housing, homeless prevention, Homeless Management Information Systems (HMIS), and Community Housing Development Organization (CHDO) activities.

During the program year, Jefferson County may also apply to the State of Alabama for additional ESG funds to benefit those who are homeless and those who are at risk of homelessness.

### **3. Evaluation of past performance**

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

#### **CDBG**

Jefferson County's current Five-Year Consolidated Plan began on October 1, 2015. Since that time, Jefferson County has completed Sixteen public facilities, one (1) emergency housing rehabilitation, and one (1) public service activity. Five of those public facility activities were completed during the 2017 program year (October 1, 2017 - current). There are currently thirteen CDBG public facilities and four (4) housing activities open in IDIS. The four (4) housing activities are all underway and are funded from program years 2014-2017. One (1) of the public facility activities, which was the only open public facility funded from the 2010 Five-Year Consolidated Plan, has completed construction, but cannot be completed in IDIS until all charges have been paid. The remaining public facility activities were funded under the 2015 Five-Year Consolidated Plan of which two (2) of the public facility activities are currently under construction. Four (4) of the public facilities are in the design phase, and six (6) are in the process of procuring an Architect/Engineer for design/environmental services.

#### **HOME**

Under the HOME program Jefferson County successfully leveraged over \$9,000,000.00 in Low Income Housing Tax Credits and private lender loans for the development of a 52 unit elderly rental development in the City of Irondale. The funds were awarded by the Alabama Housing Finance Authority in their 2017 application cycle. Construction is anticipated to be complete in the upcoming program year. Another \$100,000.00 in private grant funds were leveraged for the construction of an additional 10 elderly rental units in the Ketona area of unincorporated Jefferson County.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The thirty-day comment period began on June 15, 2018. Copies of the 2018 One-Year Action Plan are available for public review at eleven different libraries through-out Jefferson County. The plan may also be found on the County's website at [www.jccal.org](http://www.jccal.org). A public hearing regarding the plan will be held on June 27, 2018 at 2:00 pm in room A-420 of the Jefferson County Courthouse (716 Richard Arrington Jr Blvd N, Birmingham, AL 35203). Public Notices were also sent to the *Birmingham News*, *The Birmingham Times*, and *The Latino News*. The deadline to submit written comments on the plan is July 17, 2018. Written comments should be submitted to the following: Dr. Frederick L. Hamilton, Director, Jefferson County Office of Human-Community Services & Economic Development, 716 Richard Arrington Jr Blvd N, Suite A-430, Birmingham, AL 35203. Attn: 2018 Action Plan Comments.

## **5. Summary of public comments**

This section to be completed at the conclusion of the thirty-day comment period.

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

This section to be completed at the conclusion of the thirty-day comment period.

## **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.

<b>Agency Role</b>		<b>Name</b>	<b>Department/Agency</b>
Lead Agency		JEFFERSON COUNTY	
CDBG Administrator	JEFFERSON COUNTY	Human-Community Services & Economic Development	
HOME Administrator	JEFFERSON COUNTY	Human-Community Services & Economic Development	
ESG Administrator	JEFFERSON COUNTY	Human-Community Services & Economic Development	

**Table 1 – Responsible Agencies**

### **Consolidated Plan Public Contact Information**

Dr. Fredick L. Hamilton, Director

Jefferson County Office of Human-Community Services & Economic Development

716 Richard Arrington Jr Blvd N, Suite A-430

Birmingham, AL 35203

Phone: (205) 325-5785.

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

### **1. Introduction**

During the planning process for the 2018 One-Year Action Plan, Jefferson County held six (6) public meetings throughout Jefferson County. Information regarding those meetings were advertised in *The Birmingham News* and *The Birmingham Times*. Details of each meeting and a copy of the proposed Action Plan were also placed on the County's webpage at <http://www.jccal.org>.

### **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 Continuum of Care (One Roof) has developed a coordinated system of homeless services that includes 1) outreach and assessment, 2) emergency shelters, 3) transitional housing with supportive services, and 4) permanent housing/permanent supportive housing. Agencies included in this process are members of public housing authorities, private property owners, and mental health authorities and other social service organizations. By partnering with One Roof, Jefferson County ensures an easy entrance for homeless persons into a coordinated system of housing and service providers.

### **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.**

By partnering with the local Continuum of Care group lead by One Roof, Jefferson County ensures an easy entrance for homeless individuals/families into a coordinated system of housing and service providers. Jefferson County supports applications for funding by agencies that actively participate with One Roof events and activities designated to assist the chronically homeless. To help prevent homelessness for individuals and families with children who are at imminent risk of becoming homeless, Jefferson County will continue to identify those needs through the Open Season process; the Jefferson County Continuum of Care; and the funding of applications for homeless prevention programs.

### **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**

Jefferson County's Continuum of Care is convened by One Roof. The purpose of the membership is to create, maintain, and build community-wide inventory of housing and services for homeless individuals and families; identify their needs; and work to fill gaps in services. One Roof is also responsible for the

implementation of the Homeless Management Information System (HMIS) for the Continuum. Jefferson County is a consumer of the HMIS and provides financial assistance to One Roof for HMIS.

**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	<b>Agency/Group/Organization</b>	One Roof, Inc
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	One Roof was consulted through focus group, through emails, a public meeting, and through Continuum of Care meetings. The areas of improved coordination were for the coordinated assessment, reducing the number of homeless, and to improve upon services that benefit the homeless and those at risk of homelessness.
2	<b>Agency/Group/Organization</b>	Jefferson County Housing Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Jefferson County Housing Authority was consulted through phone calls and public meetings to discuss the needs of public housing and the improved coordination between the County and the involvement of public housing residents in Community Development-based programs.

3	<b>Agency/Group/Organization</b>	YWCA CENTRAL ALABAMA
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Children Services-Elderly Persons Services-Victims of Domestic Violence Services-homeless Services-Education Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The YWCA was consulted through a focus group and public meeting. The areas of improved coordination were for the services that benefit homeless families with children and victims of domestic violence.
4	<b>Agency/Group/Organization</b>	FIRST LIGHT, INC.
	<b>Agency/Group/Organization Type</b>	Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	First Light was consulted through a focus group and public meeting. The areas of improved coordination were for the services that benefit homeless families with children.
5	<b>Agency/Group/Organization</b>	City of Midfield
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Midfield was consulted through a focus group and public meeting. The areas of improved coordination were for the services that benefit persons of the City who are low-/moderate-income and at-risk of homelessness.
6	<b>Agency/Group/Organization</b>	City of Brighton
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The City of Brighton was consulted through a focus group and public meeting. The areas of improved coordination were for the services that benefit persons of the City who are low-/moderate-income, senior citizens, and persons at-risk of homelessness.
7	<b>Agency/Group/Organization</b>	Cooperative Downtown Ministries
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy

<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Cooperative Downtown Ministries was consulted through a focus group and public meeting. The areas of improved coordination were for the services that benefit persons who are experiencing homelessness.
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### Identify any Agency Types not consulted and provide rationale for not consulting

Jefferson County did not have any agency types that were not consulted.

### 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	One Roof	The goals of the Strategic Plan are consistent with the goals of the Continuum of Care's plan. This effort was reached through successful planning meetings held between the County and the local Continuum of Care prior to the development of each plan.

**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

Jefferson County held six (6) public meetings to gather information from the community to gather input regarding the needs for the 2018 One-Year Action Plan.

#### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	A combined total of more than 30 people attended the meetings.	Jefferson County received thirty-five applications for funding from the CDBG and ESG programs.	Jefferson County did not have any applications that were not accepted from these public meetings.	<a href="http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar">http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar</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)
2	Newspaper Ad	Non-targeted/broad community	A combined total of more than 30 people attended the meetings.	Jefferson County received thirty-five applications for funding from the CDBG and ESG programs.	Jefferson County did not have any applications that were not accepted from these public meetings.	
3	Public Hearing	Non-targeted/broad community	A public hearing has been scheduled for June 27, 2018 at the Jefferson County Courthouse, 716 Richard Arrington Jr Blvd N, Room A-420, Birmingham, AL 35203.	This section will be completed following the public hearing.	This section will be completed following the public hearing.	<a href="http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar">http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar</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)
4	Internet Outreach	Non-targeted/broad community	This section will be completed following the public hearing.	This section will be completed following the public hearing.	This section will be completed following the public hearing.	<a href="http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar">http://www.jccal.org/Default.asp?ID=1253&amp;pg=Community+Development+Calendar</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Jefferson County expects to receive \$2,355,502.00 in CDBG funds, \$0.00 in CDBG program income; \$1,043,593.00 in HOME funds, \$0.00 in County match and \$742,911.69 in HOME program income; and \$188,997.00 in federal ESG plus \$188,997.00 in ESG Match funds making a total of \$4,520,000.69 in funds available for Program Year 2018-19.

#### 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	2,355,502	0	0	2,355,502	0	Jefferson County plans to use CDBG funds for improvements to public facilities, public services, general administration, and housing rehabilitation. The County may also undergo an economic development business loan based upon the availability of revolving loan funds during the program year.



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	1,043,593	742,912	0	1,786,505	0	Jefferson County plans to use HOME funds for HOME administration, CHDO activities, and rental housing.

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	188,997	0	0	188,997	0	Jefferson County plans to use ESG funds for ESG administration, emergency shelter activities, street outreach, rapid re-housing, homelessness prevention, and HMIS.

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**

Federal HOME funds will be leveraged primarily through the County's affordable housing programs and economic development activity programs to maximize the impact of federal resources. In the past for example, Jefferson County has leveraged millions of dollars in Federal Low Income Housing Tax Credits (LIHTC), private grants from non-profits, loans from private financial institutions, and various affordable housing loan and grant products from the Federal Home Loan Bank. Jefferson County will continue to seek these and other sources of private, state, and

local funds during the 2015-2019 Consolidated Plan period to make the greatest impact possible.

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

From time to time Jefferson County may use publically owned land or property to address the needs identified in the plan such as the development of public facilities (parks, senior centers, neighborhood facilities) and infrastructure improvements (street and drainage, water/sewer improvements). Recently Jefferson County has experienced severe storms which have resulted in applications for funding of community storm shelters. Additional consideration for funding of storm shelters includes the availability of existing publically owned land.

**Discussion**

Jefferson County will continue to seek other funding sources to meet needs unmet by Community Development Block Grant, Emergency Solutions Grant, and HOME Grant funds. Jefferson County may also apply to the State of Alabama for Emergency Solutions Grant and other eligible funds for assistance.

## 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	CDBG General Administration	2018	2019	Administration	Consortium-Wide and Unincorporated Areas	CDBG General Admin	CDBG: \$471,100	Other: 5 Other
2	Housing Program Delivery	2018	2019	Housing Program Delivery	Consortium-Wide and Unincorporated Areas	Housing Program Delivery	CDBG: \$100,000	Other: 3 Other
3	HOME Administration	2018	2019	HOME Administration	Consortium-Wide and Unincorporated Areas	HOME Administration	HOME: \$178,651	Other: 1 Other
4	HESG Admin	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG15	ESG: \$14,174	Other: 3 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Facilities	2018	2019	Non-Housing Community Development		Public Facilities	CDBG: \$1,332,502	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
6	Public Services	2018	2019	Non-Housing Community Development	Consortium-Wide and Unincorporated Areas	Public Services	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 25 Persons Assisted
7	Rehab of Homeowner Housing: Emergency Repairs	2018	2019	Affordable Housing	Consortium-Wide and Unincorporated Areas	Affordable Housing Supply and Quality	CDBG: \$426,900	Homeowner Housing Rehabilitated: 21 Household Housing Unit
8	CHDO Set-Aside	2018	2019	Affordable Housing	Consortium-Wide and Unincorporated Areas	Affordable Housing Supply and Quality	HOME: \$156,539	Rental units constructed: 1 Household Housing Unit Rental units rehabilitated: 1 Household Housing Unit
9	Construction of Rental Units	2018	2019	Affordable Housing	Consortium-Wide and Unincorporated Areas	Affordable Housing Supply and Quality	HOME: \$1,451,315	Rental units constructed: 8 Household Housing Unit
10	HESG Street Outreach	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG Street Outreach	ESG: \$10,000	Other: 20 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
11	HESG Shelter	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG Shelter	ESG: \$103,398	Homeless Person Overnight Shelter: 100 Persons Assisted
12	HESG Rapid Re-Housing	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG Rapid Re-Housing	ESG: \$26,975	Tenant-based rental assistance / Rapid Rehousing: 5 Households Assisted
13	HESG Homeless Prevention	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG Homeless Prevention	ESG: \$25,000	Homelessness Prevention: 5 Persons Assisted
14	HESG HMIS	2018	2020	Homeless	Consortium-Wide and Unincorporated Areas	HESG HMIS	ESG: \$9,450	Other: 2 Other
15	Economic Development Assistance	2018	2019	Non-Housing Community Development	Consortium-Wide and Unincorporated Areas	Economic Development Assistance	CDBG: \$0	Jobs created/retained: 10 Jobs

**Table 6 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	CDBG General Administration
	<b>Goal Description</b>	Jefferson County plans to utilize no more than 20% of CDBG funds received during the 2018 Program Year for carrying out administrative functions associated with the CDBG program.
<b>2</b>	<b>Goal Name</b>	Housing Program Delivery
	<b>Goal Description</b>	Activities associated with carrying out the CDBG Emergency Housing Rehabilitation Program.
<b>3</b>	<b>Goal Name</b>	HOME Administration
	<b>Goal Description</b>	Jefferson County plans to utilize these funds to carry out administrative functions associated with the HOME Program.
<b>4</b>	<b>Goal Name</b>	HESG Admin
	<b>Goal Description</b>	Jefferson County plans to use a portion of Emergency Solutions Grant funds for carrying out administrative activities associated with the grant.
<b>5</b>	<b>Goal Name</b>	Public Facilities
	<b>Goal Description</b>	Acquisition, construction, reconstruction, rehabilitation or installation of public facilities and improvements, except as provided in §570.207(a), carried out by the recipient or other public or private nonprofit entities. (However, activities under this paragraph may be directed to the removal of material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons to public facilities and improvements, including those provided for in §570.207(a)(1).) In undertaking such activities, design features and improvements which promote energy efficiency may be included. Such activities may also include the execution of architectural design features, and similar treatments intended to enhance the aesthetic quality of facilities and improvements receiving CDBG assistance, such as decorative pavements, railings, sculptures, pools of water and fountains, and other works of art. Facilities designed for use in providing shelter for persons having special needs are considered public facilities and not subject to the prohibition of new housing construction described in §570.207(b)(3).



<b>6</b>	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	<p>Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments identified under §570.207(b)(4)), homebuyer downpayment assistance, or recreational needs. If housing counseling, as defined in 24 CFR 5.100, is provided, it must be carried out in accordance with 24 CFR 5.111. To be eligible for CDBG assistance, a public service must be either a new service or a quantifiable increase in the level of an existing service above that which has been provided by or on behalf of the unit of general local government (through funds raised by the unit or received by the unit from the State in which it is located) in the 12 calendar months before the submission of the action plan. (An exception to this requirement may be made if HUD determines that any decrease in the level of a service was the result of events not within the control of the unit of general local government.) The amount of CDBG funds used for public services shall not exceed paragraphs (e) (1) or (2) of this section, as applicable:</p> <p>(1) The amount of CDBG funds used for public services shall not exceed 15 percent of each grant, except that for entitlement grants made under subpart D of this part, nonentitlement CDBG grants in Hawaii, and for recipients of insular area funds under section 106 of the Act, the amount shall not exceed 15 percent of the grant plus 15 percent of program income, as defined in §570.500(a).</p>
<b>7</b>	<b>Goal Name</b>	Rehab of Homeowner Housing: Emergency Repairs
	<b>Goal Description</b>	Emergency renovations to owner-occupied housing units.

8	<b>Goal Name</b>	CHDO Set-Aside
	<b>Goal Description</b>	<p>At least 15 percent of HOME Investment Partnership Program (HOME) funds must be set aside for specific activities to be undertaken by a special type of nonprofit called a Community Housing Development Organization (CHDO). A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organization structure, and capacity and experience.</p> <p>With Jefferson County's approval, CHDOs may use HOME funds for all eligible HOME activities. However, in order to count towards the 15 percent set-aside, a CHDO must act as the owner, developer, or sponsor of a project that is an eligible set-aside activity. These eligible set-aside activities include: the acquisition and/or rehabilitation of rental housing; new construction of rental housing; acquisition and/or rehabilitation of homebuyer properties; new construction of homebuyer properties; and direct financial assistance to purchasers of HOME-assisted housing that has been developed with HOME funds by the CHDO.</p>
9	<b>Goal Name</b>	Construction of Rental Units
	<b>Goal Description</b>	HOME funds will be used for the construction of new rental housing units or the acquisition and rehabilitation of existing rental housing units.
10	<b>Goal Name</b>	HESG Street Outreach
	<b>Goal Description</b>	Subject to the expenditure limit in §576.100(b), ESG funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, nonfacility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. For the purposes of this section, the term "unsheltered homeless people" means individuals and families who qualify as homeless under paragraph (1)(i) of the "homeless" definition under §576.2.
11	<b>Goal Name</b>	HESG Shelter
	<b>Goal Description</b>	Subject to the expenditure limit in §576.100(b), ESG funds may be used for costs of providing essential services to homeless families and individuals in emergency shelters, renovating buildings to be used as emergency shelter for homeless families and individuals, and operating emergency shelters.

12	<b>Goal Name</b>	HESG Rapid Re-Housing
	<b>Goal Description</b>	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 individual or family move as quickly as possible into permanent housing and achieve stability in that housing. This assistance, referred to as rapid re-housing assistance, may be provided to program participants who meet the criteria under paragraph (1) of the “homeless” definition in §576.2 or who meet the criteria under paragraph (4) of the “homeless” definition and live in an emergency shelter or other place described in paragraph (1) of the “homeless” definition.
13	<b>Goal Name</b>	HESG Homeless Prevention
	<b>Goal Description</b>	ESG funds may be used to provide housing relocation and stabilization services and short- and/or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in §576.2. This assistance, referred to as homelessness prevention, 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 in §576.2 and have an annual income below 30 percent of median family income for the area, as determined by HUD. The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant's current permanent housing or move into other permanent housing and achieve stability in that housing.
14	<b>Goal Name</b>	HESG HMIS
	<b>Goal Description</b>	Jefferson County plans to use ESG funds to pay the costs of contributing data to the HMIS designated by the Continuum of Care for the area.
15	<b>Goal Name</b>	Economic Development Assistance
	<b>Goal Description</b>	Jefferson County may use CDBG Revolving Loan Funds to provide loans to for-profit business for the creation/rentention of jobs in the County.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Jefferson County expects to receive \$2,355,502.00 in CDBG funds, \$0.00 in CDBG program income; \$1,043,593.00 in HOME funds, \$0.00 in County match and \$742,911.69 in HOME program income; and \$188,997.00 in federal ESG plus \$188,997.00 in ESG Match funds making a total of \$4,520,000.69 in funds available for Program Year 2018-19. Funds will be used for CDBG Administration, CDBG Housing Program Delivery, CDBG Public Facilities, CDBG Public Services, CDBG Emergency Housing Rehabilitation, ESG Administration, ESG Homelessness Prevention, ESG Rapid Re-Housing, ESG HMIS, ESG Emergency Shelter, ESG Street Outreach, HOME Administration, HOME CHDO Activity, and HOME Rental Housing.

#### Projects

**Table 7 - Project Information**

Sort*	Project Title
1	CD18 General Administration
2	CD18 Housing Program Delivery
3	HOME18 Administration
4	HESG18 Jefferson County Alabama
5	CD18 Public Facilities
6	CD18 Public Service
7	CD18 Emergency Housing Rehabilitation
8	HOME18 CHDO Activities
9	HOME18 Rental Housing
10	CD18 Economic Development

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

All HOME and CDBG housing rehabilitation programs and CDBG public service programs are county-wide. All non-housing, non-homeless projects are approved based on the low/mod percentage for the service area of the project either based on the U.S. Census data or the results of door to door surveys. The biggest obstacle to meeting underserved needs is the lack of funding sources to meet those needs as well as meeting the eligibility guidelines for available funding sources.

## **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**

Funds for the 2018 One-Year Action Plan will be directed County-Wide as needed for low to moderate income beneficiaries eligible for CDBG Emergency Housing Rehabilitation, Public Service programs, and for those who are homeless and at-risk of homelessness for Emergency Solutions Grant programs. Funds for other CDBG non-housing projects such as public facilities will be directed to the following municipal areas of the Jefferson County Consortium: Midfield, Mulga, Brighton, and an unincorporated community located near the city of Pinson in Jefferson County, Alabama.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Consortium-Wide and Unincorporated Areas	100

**Table 8 - Geographic Distribution**

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

All HOME, CDBG Housing Rehabilitation, Emergency Solutions Grant and CDBG Public Service activities are county-wide excluding the areas of Birmingham, Bessemer, County Line, Sumiton, and Helena. Birmingham and Bessemer are excluded because they are also entitlements. County Line, Sumiton and Helena are excluded because they are not participants of the Jefferson County Consortium. Beginning with the 2018 program year, the municipalities of Hoover and Argo will become members of the Jefferson County Consortium. All non-housing activities have been approved based upon the low-/mod-income percentage for the service area of the activity either based on the U.S. Census data or the results of a door-to-door survey.

### **Discussion**

The Jefferson County Consortium consists of the following thirty-three municipalities: Adamsville, Argo, Brighton, Brookside, Cardiff, Center Point, Clay, Fairfield, Fultondale, Gardendale, Graysville, Homewood, Hoover, Hueytown, Irondale, Kimberly, Leeds, Lipscomb, Maytown, Midfield, Morris, Mountain Brook, Mulga, North Johns, Pinson, Pleasant Grove, Sylvan Springs, Tarrant, Trafford, Trussville, Vestavia Hills, Warrior, and West Jefferson.

## Affordable Housing

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

#### Introduction

Ten of the households listed below relates to the affordable housing goals provided in Section AP-20. For the purpose of this section, the term "affordable housing" is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership. Twenty-one are estimated for the emergency housing rehabilitation activity, and ten are estimated for homelessness prevention/rapid re-housing activities.

One Year Goals for the Number of Households to be Supported	
Homeless	10
Non-Homeless	31
Special-Needs	0
Total	41

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	10
The Production of New Units	10
Rehab of Existing Units	21
Acquisition of Existing Units	0
Total	41

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

#### Discussion

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

### **Introduction**

There are four (4) housing authorities responsible for the administration and operations of public housing developments in Jefferson County. They include the Jefferson County Housing Authority (JCHA), Leeds Housing Authority, Tarrant Housing Authority, and Fairfield Housing Authority. JCHA is the largest of the four (4).

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

Jefferson County will encourage public housing residents to participate in employment and training opportunities provided by construction activities under Section 3 and other available programs to include, but not limited to economic development programs.

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

Actions to encourage public housing residents to become more involved in management include representation on the housing authority board, a Community Action Committee, Senior Companions, computer centers and surveys. Public housing residents are encourage to participate in homeownership through voluntary participation in a Family Self Sufficiency program to become self-sufficient within five (5) years. It is to be hoped that counseling and linkages to area agencies will enable earned income to increase and allow for the resident/tenant to qualify for an affordable mortgage. Housing counseling services include financial literacy, budgeting, credit repair, homeownership education, and fair housing. Public Housing residents are also encouraged to attend Jefferson County Technical Advisory Committee meetings to gather information regarding other available programs.

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

Not applicable.

### **Discussion**



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

### **Introduction**

Jefferson County has developed one-year goals and specific action steps for reducing and ending homelessness through:

1. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs.
2. Addressing the emergency shelter and transitional housing needs of homeless persons.
3. 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.
4. Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families 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 correction programs and institutions; and
  - Receiving assistance from public and private agencies that address housing, health, social services, employment, education, or youth needs.

### **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**

Jefferson County's one-year goals and actions for reducing and ending homelessness by reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs includes providing \$10,000.00 in ESG funds for street outreach activities. ESG funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, nonfacility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility. For the purposes of this section, the term "unsheltered homeless people" means individuals and families who qualify as homeless under paragraph (1)(i) of the "homeless" definition under 24 CFR Part 576.2. The eligible costs and requirements for essential services consist of: Engagement, Case Management, Emergency Health Services (with limitations), Emergency Mental

Health Services (with limitations), and Transportation.

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

Jefferson County's one-year goal and action for reducing and ending homelessness by addressing the emergency shelter and transitional housing needs of homeless persons including providing \$103,398.00.00 in funding for emergency shelter activities. Eligible activities may include case management, child care, education services, employment assistance, and job training, outpatient health services, legal services (with limitations), life skills training, mental health services (with limitations), substance abuse treatment services (with limitations), transportation (with limitations), services for special populations (homeless youth, victim services, services for people living with HIV/AIDS), renovations and shelter operations.

**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**

Jefferson County's one-year goal and action for reducing and ending homelessness by 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 afford housing units, and preventing individuals and families who were recently homeless from becoming homeless again by making \$26,975.00 of ESG funds available to provide Rapid Re-Housing services.

**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.**

Jefferson County's one-year goal and action for reducing and ending homelessness by 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 includes providing \$25,000.00 in funding for homeless prevention activities. Eligible activities may include housing relocation and stabilization services and short- and/or medium-term rental assistance necessary to prevent an individual or family from moving into an emergency shelter or another place described in paragraph (1) of the “homeless” definition in 24 CFR Part §576.2. This assistance, referred to as homelessness prevention, 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 in §576.2 and have an annual income below 30 percent of median family income for the area, as determined by HUD. The costs of homelessness prevention are only eligible to the extent that the assistance is necessary to help the program participant regain stability in the program participant's current permanent housing or move into other permanent housing and achieve stability in that housing.

## **Discussion**

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

### **Introduction:**

The Jefferson County Analysis of Impediments to Fair Housing was examined by reviewing relevant housing data; consulting with various public organizations that have an interest in fair housing; and by seeking public input during Technical Advisory Committee meetings.

**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**

A large portion of Jefferson County is rural and the county has zoned a large portion of land as Zone A-1, which is housing and agriculture. This zone promotes affordable housing.

Jefferson County has also adopted Smart Codes, which allows for mix land uses and produces all types of housing to include single family housing and multi-use housing. This also promotes affordable housing in Jefferson County.

### **Discussion:**

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

### **Introduction:**

Over the period of the 2018 One-Year Action Plan, Jefferson County plans to address obstacles to meeting underserved needs; foster and maintain affordable housing; evaluate and reduce lead-based paint hazards; reduce the number of poverty-level families; develop institutional structure; and enhance coordination between public and private housing and social service agencies.

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

Addressing "underserved needs" is one of the most trying and difficult areas addressed in Jefferson County's housing strategies, homeless strategies, and non-housing strategies. The main reason for this difficulty is a lack of available funding to meet those needs.

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

Jefferson County will continue to use its limited HUD Community Planning and Development (CPD) funds to support activities across the housing needs spectrum to foster and maintain affordable housing. Programs to address this issue under CDBG include owner-occupied emergency housing rehabilitation, and fair housing counseling. The HOME program may address new construction of single-family and rental housing; acquisition and/or rehabilitation of single-family and rental housing; and homebuyer assistance. The ESG program may utilize rapid re-housing and homeless prevention programs to foster and maintain affordable housing for families and individuals who have become homeless, or are at risk of becoming homeless.

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

Jefferson County has two (2) Lead-Based Paint Inspectors and Lead-Based Paint Risk Assessors certified by the University of Alabama's Safe States Environmental Program on staff as Senior Housing Rehabilitation Specialists. Training and licensing are kept current and are registered with the Alabama Department of Public Health.

Under the HOME program, the use of lead-based paint (LBP) is prohibited in all new construction. Any pre-1978 existing units to be rehabilitated and sold to homebuyers is tested for LBP prior to acquisition. If LBP is found, the unit is not acquired. Under the CDBG program, all pre-1978 owner-occupied units are tested for LBP prior to rehabilitation. None of the County's housing programs include activities that are expected to disturb lead painted surfaces except volunteer programs which are under the allowable threshold and are exempt. The County requires all projects to be compliant with all Federal and State laws and regulations.

Under the ESG program, units to receive tenant-based rental assistance must comply with the Lead-

Based Paint Poisoning Prevention Act of 1973 and its applicable regulations found at 24 CFR 35, Parts A, B, M, and R. Under certain circumstances, a visual assessment of the unit is not required. A screening worksheet is utilized to help program staff determine whether a unit is subject to a visual assessment, and if so, how to proceed. A copy of the completed worksheet along with any related documentation is kept in each program participant's file.

Note: ALL pre-1978 properties are subject to the disclosure requirements outlined in 24 CFR 35, Part A, regardless of whether they are exempt from the visual assessment requirements.

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

Below is a list of Coordinated of activities undertaken by Jefferson County which improve or alter the living situation of persons whose incomes are below the poverty level and/or contribute to the reduction in the number of persons living in poverty:

- A. Economic Development - search for programs and funds to provide jobs and essential service initiatives to elevate and expand economic opportunities that will allow for suitable living environments.
- B. Improvement of educational opportunities.
- C. Support and/or coordinate County's goals, policies and programs with other mainstream resources to meet needs of poverty level applicants.
- D. Actions to expand the use of federal resources available for affordable housing.
- E. Coordination of existing housing programs with housing counseling and educational opportunities for acquiring the knowledge and skills of responsible home ownership and tenancy.
- F. Actions to nurture and strengthen existing community based housing development corporations and to encourage the development of additional non-profits.
- G. The exploration of new initiatives for affordable housing and meeting underserved needs.

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

Jefferson County will continue to implement its Consolidated Plan programs through its Office of Human-Community Services & Economic Development which serves as the lead agency for the Jefferson County Consortium. Additionally, Jefferson County continues to work with a number of agencies both public and non-profit in delivering services to the residents of the County. The County's HOME program further solicits outside sources of funds through both public and private sectors including Low Income Housing Tax Credits. The CDBG funded Housing Rehabilitation programs will continue to seek

opportunities to work with volunteer and faith-based entities.

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

There are four (4) public housing authorities within the Jefferson County Consortium. They are Fairfield, Tarrant, Leeds and Jefferson County Public Housing Authorities (PHA's). The Jefferson County Commission appoints board members to the Jefferson County Public Housing Authority only. All other authorities operate independently of the Jefferson County Commission. However, Jefferson County does work closely with all area PHA's in supporting their efforts to improve the housing stock and quality of life of their beneficiaries. When requested, the County reviews proposed capital improvements as well as proposed development, demolition or disposition of public housing development. Jefferson County does not fund any of the authorities and has no involvement in the procurement or hiring processes.

Public Institutions and Private Organizations: Historically public institutions and private organizations have worked well together in Jefferson County to provide housing and community development programs/services to the residents of the County. Various resources will continue to be coordinated in efforts to help the County's families and individuals in need of housing assistance.

To increase the availability of affordable housing units to residents in Jefferson County, the County plans to partner with CHDO's, non-profit organizations, community development corporations, and private developers as well as private lenders, the Alabama Housing Finance Authority, the Jefferson County Department of Health, and the Alabama Department of Human Resources.

For homeless programs, Jefferson County plans to enhance coordination between public and private housing and social service agencies through the local Continuum of Care and HMIS coordinated efforts.

### **Discussion:**

## Program Specific Requirements

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

#### Introduction:

Jefferson County expects to receive \$2,355,502.00 in CDBG funds for the 2018 Program Year (October 1, 2018-September 30, 2019), the fourth year of the 2015 Five-Year Consolidated Plan.

#### 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
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	85.00%

#### 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:

Jefferson County does not plan to provide other forms of investment beyond those identified in

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Section 92.205.

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

Jefferson County will use the Recapture option should the debtor decide to sell their home within the Affordability Period. Under the Recapture option, the County may require the debtor to repay all of the HOME Program subsidy to the County or a reduced amount on a prorata basis for the time the homeowner has owned and occupied the housing measured against the required affordability period. The debtor is then able to sell his/her home to any buyer at whatever price the market will bear. The County will require full repayment of outstanding HOME Program funds as described above at the time of resale or, if the net proceeds of a sale are less than the full amount of the HOME Program subsidy, recapture of the net proceeds. The net proceeds of a sale are the sales price minus any non-HOME Program loan repayments and closing costs. These funds will be reinvested into HOME Program funded activities. In those cases where the real estate does not appreciate sufficiently to allow a full recapture, the County will reduce the repayment of the HOME Program subsidy to allow the original purchaser to resell the unit without incurring a loss. Jefferson County may, at its option, permit the subsequent homebuyer to assume the HOME assistance (subject to the HOME requirements for the remainder of the period of affordability) if the subsequent homebuyer is low-income, and no additional HOME assistance is provided.

The Period of Affordability will be suspended upon foreclosure by a superior lender or other transfer in lieu of foreclosure. However, if at any time following foreclosure or other transfer in lieu of foreclosure by such lender, but still during the Period of Affordability, the owner of record prior to the foreclosure or transfer in lieu of foreclosure, or any newly formed entity that includes the former owner or those with whom the former owner has or had family or business ties, obtains and ownership interest in the property, the Period of Affordability shall be revived according to its original terms. In the event of a foreclosure of the property by the County or a superior lender, then the recapture shall be limited to the net proceeds received by the County as described above. Jefferson County will also retain a first right of refusal on the property.

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:

Jefferson County will use mortgage liens and restrictive covenants running with the land filled of record with the Jefferson County Judge of Probate to ensure the affordability of units acquired with HOME funds remain affordable for the applicable period of affordability. The applicable period of

affordability shall be as follows:

- Under \$15,000 - 5 years
  - \$15,000 - \$40,000 - 10 years
  - Over \$40,000 - 15 years
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:

Jefferson County has no plans to use funds for this purpose.

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

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

All applicants must be evaluated for program eligibility and needs.

The standard for calculating annual income under 24CFR 5.609 must be used when determining the annual income of an individual or family.

All clients must receive housing stability case management.

Jefferson County's policy for termination of assistance must be explained to and distributed to the client.

All shelters and housing must meet HUD's shelter and housing standards.

All agencies receiving Jefferson County ESG funds must adhere to the Conflict of Interest and Privacy Policies as set forth by Jefferson County.

To the maximum extent possible, all sub-recipients must involve a homeless individuals or families in constructing, renovating, maintaining, and operating facilities assisted, in providing services, and in providing services under the ESG Program. This may include employment or volunteer services.

Faith-based organizations are eligible, on the same basis as any other organization, to receive ESG funds.

2. If the Continuum of Care has established centralized or coordinated assessment system that

meets HUD requirements, describe that centralized or coordinated assessment system.

While One Roof (Lead Agency for the Local Continuum of Care) planned to have a complete operating Coordinated Assessment by mid-January 2015, there were multiple barriers to implementation including the move of the One Roof office. Policies are in the final stages of development and One Roof is expected to hire the first dedicated staff member soon.

All calls related to homelessness or homeless prevention will be referred to the One Roof office number and staff will go through a brief assessment with callers to determine the level of homelessness or risk of homelessness. If the client appears to be eligible for any service available in the CoC, Coordinated Assessment staff will go through a more extensive assessment including some pieces of Vulnerability Index. Clients will then be referred to the appropriate resource according to resource availability and level of vulnerability.

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).

Jefferson County holds a competitive application period for each program year's allocation of ESG funds. Applications are made available to private nonprofit organizations including faith-based organizations at the same period. Applications are rated and ranked from highest points to lowest points with the categories of ESG budgeted funds being allocated to the highest ranked organizations based on the funds available in that category of assistance.

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.

All of Jefferson County's sub-recipients have had volunteers and/or staff members who meet the homeless participation requirement in 24 CFR 576.405 (a). If Jefferson County is unable to meet the requirement, a plan is in place where the sub-recipient cannot receive ESG funding until the homeless participation requirement is met and verified.

5. Describe performance standards for evaluating ESG.

Jefferson County will review the performance of each sub-recipient in carrying out its responsibilities no less than annually. In conducting performance reviews, the County will rely primarily on information obtained from the records and reports from the sub-recipient and, when appropriate, its partners, as well as information from onsite monitoring, audit reports, and information from HMIS. Where applicable, the County may also consider relevant information pertaining to the sub-recipient's performance gained from other sources, including citizen comments, complaint determinations, and litigation.



