City of Montgomery, Alabama

Department of Planning
Community Development Division
Public Hearing & Technical Assistance Workshop for the
Development and Implementation of the
Program Year 2015-2016 Action Plan

Juliette Hampton-Morgan Memorial Library
3:00 p.m.
November 13, 2014

Welcome & Opening Remarks

- Robert E. Smith, Jr.

    Director, Department of Planning

- Desmond Wilson

    Grants Administrator, Community Development Division

Community Development Division Staff

- Desmond Wilson, Grants Administrator

- Susan Hill, Grants Coordinator

- Paul Van Fleet, Grants Coordinator

- Brenda Brown, Grants Accountant

- Gary Sharp, Grants Coordinator

Background Information

- The City of Montgomery's Department of Planning coordinates the planning and administration of the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and the Emergency Solutions Grant (ESG) funds which are provided by the U.S. Department of Housing and Urban Development (HUD).

- As a HUD participating jurisdiction, the Community Development Division structures and shapes programmatic services for low-to-moderate income households in the City of Montgomery, Alabama.

- The Community Development Division partners with non-profits, for-profits, Community Housing Development Organizations (CHDOs), contractors, faith-based organizations, lenders, and other charity organizations to meet our programmatic goals and objectives.

The Purpose of this Public Hearing: Statutory Requirement by HUD

- We are required to hold a minimum of two (2) public hearings during the program year:

  – Consolidated & Action Plan – To discuss community development and housing needs as well as implementation of Plan (August)

  – Consolidated Annual Performance & Evaluation Report (CAPER) - Review of program performance (July)

- We are required to take comments during the comment period and forward those comments to our HUD office.

- All public hearing and comment period announcements are advertised in the Montgomery Advertiser newspaper and posted in area libraries, City Hall, and the Department of Planning.

Encouragement of Citizens Participation & Comments

- This public hearing, presented by the City of Montgomery's Community Development Division, is conducted to ensure citizen participation in the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Solutions Grant (ESG) funded programs.

- The purpose of this Hearing is to meet the requirements set forth in Section 104 of the 1974 Housing and Community Development Act as amended, and 24 CFR 91 to provide for citizen involvement in the planning and implementation of the City of Montgomery's Community Development Program.

Expected Allocations for PY 2015-2016

PROGRAMS	Program Year 2012-2013	Program Year 2013-2014	Program Year 2014-2015	Program Year 2015-2016 Anticipated
Community Development Block Grant	$1,550,971	$1,666,077	$1,622,903	$1,622,903
HOME Partnership Investment Act	$714,831	$688,773	$719,339	$719,339
Emergency Solutions Grant	$163,071	$113,148	$113,148	$113,148

Consolidated & Action Plan

- The Consolidated Plan serves as a 5-year strategic plan for allocating the City's CDBG, HOME, and ESG program funds and requires an annual Action Plan with proposed activities to be submitted to HUD for approval by March 17th of each year.

- The City identifies and prioritizes housing and community needs.

- Copies of the Consolidated and Action Plans are made available to the public and are located at City Hall, the Community Development Office and the Juliette Hampton-Morgan library.

- National Objective: Proposed programs must meet one of the following criteria:
  - Benefit Low-Moderate Income (LMI) individuals/families in the City of Montgomery
  - Eliminate slum or blight
  - Meet an urgent need (disaster or catastrophic situations)
- CDBG funds must benefit 70% LMI individuals/families in the City of Montgomery
- CDBG Eligible Activities:
  - Acquisition of Real Property, Disposition of Real Property, Public Facilities & Improvements
  - Clearance and Demolition, Public Services, Homeowner Assistance
  - Rehabilitation & Historic Preservation Activities
  - Special Economic Development Activities
  - Planning

Program Year 2015-2016 HUD Programs
HOME Partnership Investment Grant Program

- National Objective: Proposed programs must meet the following objectives:
  - Provide decent and affordable housing to Low-Moderate Income (LMI) individuals/families in the City of Montgomery
  - Expand the capacity of non-profit housing providers
- HOME funds must benefit 100% (LMI) individuals/families in the City of Montgomery
- Eligible Activities
  - Homeowner Rehabilitation (Rehabilitation or Reconstruction)
  - Homebuyer Activities (Down-payment Assistance)
  - Construction of Affordable Housing
  - **Special Note: A minimum of 15% of the City's HOME program allocation must be used for housing owned, developed, or sponsored by Community Housing Development Organizations (CHDOs)**

- National Objectives: Proposed programs must meet the following objectives:
  - Help operate emergency shelters and transitional facilities for homeless people.
  - Provide essential support services to residents.
  - Help prevent at-risk families or individuals from becoming homeless.
- Examples of Eligible Activities:
  - Renovation, major or conversion of buildings to be used as emergency shelters.
  - Essential Services for homeless individual/families homeless individual/families Immediate Needs of homeless individual/families (employment, health, drug abuse, and/or educational needs).
  - Assist homeless individuals/families with securing permanent housing.
  - Assist shelter providers with maintenance, operation, insurance, utilities, furnishings and staffing cost.

Program Year 2015-2016 HUD Programs
Emergency Solutions Grant (ESG) Program

Component	Serving…	
	Those who are Homeless	**Those who are at risk of Homelessness**
1. Street Outreach	✓	
2. Emergency Shelter	✓	
3. Homelessness Prevention		✓
4. Rapid Re-housing	✓	
	Collecting Data On…	
5. Homeless Management Information System (HMIS)	✓	✓
Administration		

For more information, go to HUD's Homelessness Resource Exchange at http://hudhre.info

Application Technical Assistance Workshop

- There are significant changes to this year's application and process.

- Limited technical assistance is provided upon request.

- Assistance may include resources on how to obtain information on housing or demographics, and explanation of the Community Development Division's programs and services.

- The Community Development staff will not assist in writing your organization's application.

Proposed Grant Cycle Schedule
PY 2015-2016 Action Plan Development Schedule (Dates Subject to Change)

- **November 13, 2014**   **Public Hearing and Grant Application Release**

- **December 2, 2014**   **Application Due Date (2:00 P.M.)**

- **December 2014**   **Completion of Application Reviews**

- **December 2014**   **Submission of Preliminary Project Recommendations and Funding**

- **January 2015**   **Completion of Draft Action Plan and Submission to Mayor and City Council**

- **February 2015**   **Public Notice for 30-Day Comment Period of Action Plan**

- **March 2015**   **Submission of Final Action Plan for Approval by Mayor and City Council by Resolution**

- **March 17, 2015**   **Submit Action Plan to HUD Office for Review**

- **April 2015**   **Send Out Official Award and Decline Letters**

- **April 2015**   **New Subrecipient Workshop**

- **May 1, 2015**   **New Program Year Begins (Environmental Clearance)**

- ****NO PROGRAM MAY START IMPLEMENTATION OF PROJECT OR ENTER INTO CONTRACT/AGREEMENT UNTIL NOTIFICATION OF AWARD AND ENVIRONMENTAL CLEARANCE HAS BEEN PROVIDED BY THE COMMUNITY DEVELOPMENT DIVISION****

Table 1C - HOMELESSNESS
GOAL: Expand housing and services offered to homeless families and individuals in Montgomery

Objectives	Activity/Funding and Source	Priority from Consolidated Plan	Performance Indicator	5-Year Outcome	Outcome
1. Support substance abuse treatment programs for the chronically homeless		Homeless Services Priority #3	The number of chronically homeless individuals utilizing substance abuse treatment programs	Increase the number accessing treatment programs by 50%	
2. Support licensed mental health services for the homeless		Homeless Services Priority #3	The number of permanent supportive housing units available to mental health clients	Add 20 units of permanent supportive housing available	
3. Support existing emergency shelter and homeless prevention services		Homeless Services Priority #3	The number of homeless people benefiting from emergency shelters and homeless prevention services	Decrease the unmet need for emergency shelters by 50%	
4. Improve awareness of, and access to, emergency shelter services		Homeless Services Priority #3	Number of after-hour calls for homeless assistance	HMIS and resource directory fully operational 24 hours each day	

Table 2C - AFFORDABLE HOUSING
GOAL: Improve the condition and availability of affordable housing in Montgomery

Objectives	Activity/Funding and Source	Priority from Consolidated Plan	Performance Indicator	5-Year Outcome	Outcome
1. Increase the availability of affordable rental housing units for low-to-moderate income families, elderly households, and special needs populations through housing rehabilitation and/or new construction using a mix of public and private financial assistance		Housing Priority #6	Number of units available	The availability of affordable rental housing for low-to-moderate income families, elderly households, and special needs populations will increase by twenty (20 units)	
2. Support the development and capacity-building efforts of new and/or potential Community Housing Development Organizations (CHDOs) seeking to undertake affordable housing activities and projects		Housing Priority #6	Number of CHDOs certified	Certify at least one (1) new CHDO	
3. To identify one site located within a low-income community that is in need of new housing; creates a housing development plan for future site acquisition, construction, sale and/or rental to low-to-moderate income persons		Housing Priority #6	Completed plan for one (1) site located in low-income community	Create a housing development plan for one site located within a low-income community for the purpose of future site acquisitions, construction, sale and/or rental to low-and-moderate income person	

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Table 2D - NON-HOUSING COMMUNITY DEVELOPMENT PLAN:
Goal: Improve living conditions in Montgomery by addressing non-housing community development needs

Objectives	Activity/Funding and Source	Priority from Consolidated Plan	Performance Indicator	5-Year Outcome	Outcome
1. Collaborate with Public Works Department to facilitate infrastructure improvements to low-to-moderate income neighborhoods. Improvements may include sanitary sewer, drainage (to include curb and gutter), street and sidewalk improvements		Infrastructure Priority #1	Number of neighborhoods serviced	Continue efforts in a low-income neighborhood to provide sanitary sewer. The City will identify and make improvements to streets and sidewalks in at least five (5) low-to-moderate income areas	
2. Collaborate with non-profit agencies to assist in development/redevelopment of neighborhood and public facilities (through community services or construction/rehab). Facilities may include senior centers, youth centers, or other facilities that primarily serve low-to-moderate income persons/ households		Public Facilities Priority #5	Completion of neighborhood/public facility	Assist in the development/redevelopment of least two (2) neighborhood and public facilities (through community services or construction/rehab) that primarily serve low-to-moderate income persons/ households	
3. Collaborate with non-profit agencies to address community needs through community-based public service programs. Programs may include tutoring and mentoring for youth, after school programs, enrichment activities for children/youth, other programs that primarily serve low-to-moderate income persons		Public Services Priority #4	Number of individuals that receive assistance	Assist non-profit agencies that improve affordability of programs to at least 400 children/youth/others through community-based public service programs. Programs will primarily benefit low-to-moderate income households	

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Table 2D {cont.} - NON-HOUSING COMMUNITY DEVELOPMENT PLAN:
Goal: Improve living conditions in Montgomery by addressing non-housing community development needs

Objectives	Activity/Funding and Source	Priority from Consolidated Plan	Performance Indicator	5-Year Outcome	Outcome
4. Collaborate with non-profit agencies for the provision of free/reduced fee health services		Public Services Priority #3	Number of persons served	Increase affordability and accessibility of free/reduced fee health services to at least 100 low-to-moderate persons	
5. Collaborate with the City's Police Department, local agencies and non-profit organizations that support crime prevention projects		Public Services Priority #3	Number of neighborhood crime prevention projects supported	Decrease neighborhood crime statistics by supporting at least two (2) crime prevention projects	
6. Collaborate with local agencies that provide services for homeless individuals and families		Homeless Services Priority #3	Number of shelters receiving services	Support funding of at least two (2) emergency shelters for battered women and/or other homeless families/individuals	

Community Development Block Grant Program
Public Service Activities

- The city will not consider any grant requests smaller than $25,000. The maximum amount allowed for public service activities is $75,000.

- Organizations will be required to collect income verification documents unless your beneficiaries are from a presumed benefit category (homeless persons, battered spouses, abused children, elderly persons, severely disabled adults as defined by HUD, illiterate adults, persons living with AIDS, or migrant farm workers).

Other CDBG, HOME, ESG Programmatic Fees/Limitations

- CDBG
  - Grant Administration (salary, overhead, etc.): Not more than **20%** of Total Award unless directly activity-related
  - Consulting Fees: Not more than **5%** of Total Award
  - Developer's Fees: Not more than **10%** of Total Award (Construction Projects ONLY)

- HOME
  - Grant Administration (salary, overhead, etc.): Not more than **10%** of Total Award
  - Consulting Fees: Not more than **5%** of Total Award
  - Developer's Fees: Not more than **10%** of Total Award

- ESG
  - Grant Administration (salary, overhead, etc.): Not more than **5%** of Total Award

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Other Programmatic Issues

Ensure proper zoning for your project by calling Planning Controls at (334) 625-2722.

Application Preparation Tips

- Application Due Date: **December 2, 2014**

- A separate application must be submitted for each proposed project.

- Provide one (1) original and two (2) copies.

- Please read the application and instructions carefully.

- Answer all questions completely (Do not leave any section blank).

- Complete the coversheet.

- Sign all signature pages in **BLUE INK** only. ALL signatures (even copies) must be original.

- Double-check figures and totals on budget.

- We will not accept faxed or emailed applications.

- Applications must score a minimum of 80 points to be considered for funding (CDBG).

- Minimum Public Service CDBG Request: $25,000 - Maximum CDBG Request $75,000.

- Please allow time for parking and entrance into the building on due date.

- Any application received after **2:00 p.m.** will be accepted but not considered for funding – NO EXCEPTIONS!

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E-Verify Forms

- Due to the new Immigration Law, the City is now required by the State to collect E-Verify forms on any vendor that currently has a contract (or performs any services) with the City of Montgomery.
    - This information is required by all organizations/vendors doing business with most any Federal agency or local government. It states that your organization shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien.
    - This document basically is a Memorandum of Understanding (MOU) between Homeland Security and your organization regarding participation in the Employment Eligibility Verification Program (E-Verify).
- Please visit the Homeland Security website at http://www.uscis.gov/e-verify to register your organization and print the 13-page MOU.
- Please note that the E-Verify form should have a SIX DIGIT registration number assigned and printed on the form. This registration process does not take long and is usually completed by a Director or financial liaison.
- City of Montgomery's E-Verify Affidavit should be filled out, notarized, and signed (blue ink) and returned with E-Verify registration forms.

CDBG, HOME & ESG
Grant Application Overview

- Application review

- Please place items on checklist IN THE ORDER in which they are requested.

Questions/Comments

You are welcome to submit your written comments on the form provided.

Written comments may be returned to the following address:

City of Montgomery
Community Development Division
P. O. Box 1111
Montgomery, AL 36101-1111

Thank you for your participation in this process.
Office Hours: Monday – Friday, 8:00 a.m. to 5:00 p.m.
Telephone Number: (334) 625-2997