CITY OF CONROE

2016 Annual Action Plan
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Introduction

The mission of the City of Conroe is to build a City where Citizens can live, work, and relax in a safe and harmonious environment today and for generations to come.

Pursuant to our mission, the City of Conroe utilizes CDBG funds to provide services to our low to moderate income residents. Low to moderate income residents are those households and families with annual incomes 80% and below the Department of Housing and Urban Development's (HUD) Adjusted Median Income.

The national objectives of the CDBG program are: 1) to provide benefits to low and moderate income persons; 2) eliminate slum and blighting conditions; and 3) meet urgent needs. Each activity funded shall meet one of these national objectives and not less than 70 percent of the funds expended shall support activities benefiting low and moderate income persons.

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

The national objectives of the program are: 1) to provide benefits to low and moderate income persons; 2) eliminate slum and blighting conditions; and 3) meet urgent needs. Each activity funded shall meet one of these national objectives and not less than 70 percent of the funds expended shall support activities benefiting low and moderate income persons.

The goals to which funds will be allocated to address needs during the period covered by this Strategic Plan are:

1. Retain Affordable Housing;
2. Improve Safety and Livability of Neighborhoods;
3. Elimination of Detrimental Conditions; and
4. Restoration and Preservation of Special Properties.

The following activities are planned in Year Two of this Strategic Plan to address these goals and objectives.

1. Downtown Revitalization Section 108 Loan Repayment ($155,708);
2. Housing Rehabilitation/Reconstruction ($334,000);
3. Neighborhood/Community Clean Up ($10,000); and
4. Administration ($124,926)
Evaluation of past performance
This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

In 2015 the City was presented with the National Community Development Association’s John Sasso award. This award is given to grantees who best promote and advocate for federal housing and community development programs. The Sasso award is evidence of the City’s successful implementation of its CDBG program.

The first highlight was the City of Conroe successfully submitted its first Consolidated Plan and Annual Action Plan using HUD’s E-Conplan System Template. This online system is utilized by HUD to automate the planning approval process and provides standardized performance benchmarks to evaluate program performance. The City’s goals and priority needs as well as quantifiable goal outcome indicators are now in the E-Conplan Template.

The second highlight was the City identifying and qualifying 4 low income residents for its CDBG Housing Rehabilitation Program. The City most recently was also able to complete the rehabilitation of 2 housing units owned by low income families. Thus the City continues to exceed expectations and meet the needs of decent, safe, and sanitary affordable housing for low income residents.

Summary of Citizen Participation Process and consultation process
Summary from citizen participation section of plan.

The City of Conroe has developed a planning process that provides mandatory involvement from citizens in a manner which public meetings and hearings often do not.

This is done by the establishment of the CDBG Citizen Advisory Committee. The CDBG Advisory Committee consists of a racial and ethnic cross section of Conroe citizens. A total of 13 citizens serve. Members of the Committee are involved in public service, education, private and community development activities.

Involvement of the CDBG Advisory Committee early on in the planning process guarantees input for consideration when developing the Annual Action Plan.

In addition to the CDBG Advisory Committee, the City also conducts a Annual Action Plan Input public meeting in March.

In April a meeting is held on Fair Housing issues in the City.

Then in June, the City holds a meeting to solicit discussion regarding the first completion of the Annual Action Plan.

Direct input from residents offered at the various forums referenced above confirm that CDBG funds be directed to assist low and moderate income homeowners in the areas of Dugan and Madeley.
Quarter. These communities consist of Conroe’s largest minority concentrations.

From this input, Conroe has also identified the removal of hazardous waste within these areas to be a priority need. Waste removal as well as the demolition of condemned vacant housing units are essential for combating decline of property values within these areas.

The City utilizes consultations with other organizations and units of local government to leverage resources to assist residents having needs currently not within the inventory of services funded by the City.

**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.

There were no comments at hearings or meetings held concerning the 2016 Annual Action Plan about proposed projects.

Conroe also has a Citizen Advisory Board comprised in part by citizens representing our largest constituency in the Dugan and Madeley Quarters neighborhoods. From these comments, neighborhood clean-up and single family housing rehabilitation remain the top priorities for CDBG funding.

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

There were no comments or views unaccepted for consideration in the development of the 2016 Annual Action Plan.
PR-05 Lead & Responsible Agencies – 91.200(b)

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.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>CONROE</td>
<td>Community Development</td>
</tr>
</tbody>
</table>

**TABLE 1 – RESPONSIBLE AGENCIES**

**Narrative (optional)**

The Community Development Department is designed to create conditions of economic and social standards that produce tangible and sustainable benefits for the Community and the City as a whole. Community Development is many times considered the face of the City because it is the Community Development staff that interacts daily with Conroe Citizens on a number of multifaceted issues. Many staff members hold professional licenses and bring expertise to their respective fields. You can find the following Departments or Initiatives and many more, within Community Development:

- Permits
- Building Inspections/Chief Building Official
- Construction Plan Review
- Tree Ordinance
- Billboards/Outdoor Signage
- Planning and Annexation
- Comprehensive Plan
- Code Enforcement
- Community Development Block Grant (CDBG)

The primary activities carried out with CDBG funds are planned to be Housing Rehabilitation/Reconstruction and Neighborhood Clean Ups.

Housing related activities funded with CDBG will be administered by the Department of Community Development. Community Development will oversee work write ups, will assist participants with necessary applications and will oversee general contractors who will do the actual rehabilitation/reconstruction.

The Department of Public Works will oversee Neighborhood Cleanups in conjunction with Community Development. Public Works will be responsible for trash pick-up, haul, and disposal of debris and garbage left in neighborhoods.
Consolidated Plan Public Contact Information

Nancy S. Mikeska
Assistant Director of Community Development
City Hall Tower
300 West Davis, Suite 530
Conroe, Texas 77305
Phone (936) 522-3060
Introduction

The Consolidated Plan requires that jurisdictions receiving housing and community development funds consult with other public and private agencies that provide assisted housing, health services, and social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during preparation of the consolidated plan.

The City of Conroe's current allocation of CDBG funds do not allow for a wide range of activities to be undertaken. Within this Consolidated Plan, in part from consultations and in consideration of available funding, Conroe plans to assist residents through the rehabilitation of housing units, and by reconstruction where rehabilitation is not feasible. Conroe also will address the Target neighborhoods of Madeley Quarter and Dugan with public services that eliminate detrimental conditions and improve the livability of neighborhoods. The City also continues to repay on a Section 108 Loan used to make improvements to the Downtown Area.

The scope of activities currently covered under this Consolidated Plan may be carried out effectively without much assistance from other organizations and units of local government. However the City utilizes consultations with other organizations and units of local government to leverage resources to assist residents having needs currently not within the inventory of services funded by the City.

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(l))

The City collaborates with many local and regional agencies during the Plan process and throughout the year. We are the municipality, so therefore, we are involved with many aspects of these incredible agencies.

Montgomery County Habitat, assists Conroe citizens in a number of ways, to provide affordable housing. The Montgomery County Committee on Aging consults with the City to help carry out the Action Plan by providing transportation for the elderly and disabled to needed services, throughout the City, and by providing meals-on-wheels to help with the nutritional needs of the elderly and disabled shut-ins. Montgomery County Emergency Assistance collaborated with the City for their mission of providing emergency assistance for families in need of prescriptions, emergency short-term utility assistance, food, clothing, and short-term monthly rental and mortgage assistance.

The goals of these agencies, and others, assist the City in fulfilling many of the needs of our citizens that Conroe’s limited CDBG dollars could not possibly do. The structure of public, non-profit, and private organizations described throughout our Five-Year Plan do a good job of meeting the needs of families and individuals in Conroe.
Consultations with our agencies shows a lack of funding for servicing those in need, is the largest gap in the institutional structure. Other gaps include; lack of communication between those in need and the service providers.

The City will continue to work with the Consortium of Community Assistance Projects in the coordination of service providers. The City will continue to provide technical assistance to providers as requested.

Although the City is not responsible for the Montgomery County Housing Authority, the City does consult routinely with the Housing Authority and has a cooperative agreement with them to allow them to operate and issue vouchers within the City of Conroe’s incorporated areas. The City supports the Housing Authorities’ mission and works closely with them.

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 of Conroe does not receive federal funds specifically to address the needs of homeless individuals and families. Montgomery County receives such funds. Under direction of the County, the City of Conroe may participate in Continuum of Care efforts when contacted by the lead organization within the Continuum.

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 of Conroe is not a recipient of ESG funds. These funds are allocated throughout the EMSA by Montgomery County. Refer to Montgomery County’s Consolidated Plan for more information about allocation of ESG funds.

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

Those Consulted
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Services</th>
</tr>
</thead>
</table>
| Homeless Coalition        | Services-Children  
                           | Services-Victims of Domestic Violence  
                           | Services-homeless |

**What section of the Plan was addressed by Consultation?**

- Homeless Needs - Chronically homeless  
- Homeless Needs - Families with children

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

The Homeless Coalition was consulted via planned meeting among local service providers which Conroe as grantee, serves as one of the lead participants.

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Services</th>
</tr>
</thead>
</table>
| Children's Safe Harbor    | Services-Children  
                           | Services-Elderly Persons  
                           | Services-Homeless  
                           | Services-Health  
                           | Service-Fair Housing  
                           | Other government - County |

**What section of the Plan was addressed by Consultation?**

- Homeless Needs - Families with children

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

Agency was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Services</th>
</tr>
</thead>
</table>
| MONTGOMERY COUNTY         | Housing  
                           | Services-Housing  
                           | Services-Children  
                           | Services-Elderly Persons  
                           | Services-Persons with Disabilities  
                           | Services-Persons with HIV/AIDS  
                           | Services-homeless  
                           | Services-Health  
                           | Service-Fair Housing  
                           | Other government - County |

**What section of the Plan was addressed by Consultation?**

- Housing Need Assessment  
- Non-Homeless Special Needs  
- Market Analysis

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

The County was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.
<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Montgomery County Housing Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>PHA</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Public Housing Needs</td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

The Housing Authority is in frequent contact with the City of Conroe. The city coordinates Section 8 Voucher services with the Housing Authority. As a result of consultation, the anticipation is that landlords within the city will accept Section 8 Voucher participants and thus increasing housing choice.

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>MONTGOMERY COUNTY YOUTH SERVICES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Services-Children</td>
</tr>
<tr>
<td></td>
<td>Child Welfare Agency</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td>Homelessness Needs - Unaccompanied youth</td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

Agency was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>Montgomery County Emergency Assistance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Agency/Group/Organization Type</strong></td>
<td>Services-Victims of Domestic Violence</td>
</tr>
<tr>
<td></td>
<td>Services-homeless</td>
</tr>
<tr>
<td></td>
<td>Services-Health</td>
</tr>
<tr>
<td></td>
<td>Services - Victims</td>
</tr>
<tr>
<td><strong>What section of the Plan was addressed by Consultation?</strong></td>
<td>Homeless Needs - Chronically homeless</td>
</tr>
<tr>
<td></td>
<td>Homeless Needs - Families with children</td>
</tr>
<tr>
<td></td>
<td>Homelessness Needs - Veterans</td>
</tr>
<tr>
<td></td>
<td>Homelessness Needs - Unaccompanied youth</td>
</tr>
<tr>
<td></td>
<td>Non-Homeless Special Needs</td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

Agency was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.
### Those Consulted

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>MONTGOMERY COUNTY WOMEN’S CENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Services-Victims of Domestic Violence Services-homeless</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Homeless Needs - Families with children Homelessness Strategy</td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

Agency was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.

<table>
<thead>
<tr>
<th>Agency/Group/Organization</th>
<th>TRI COUNTY MENTAL HEALTH CRISIS STABILIZATION UNIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agency/Group/Organization Type</td>
<td>Health Agency Publicly Funded Institution/System of Care</td>
</tr>
<tr>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Homeless Needs - Chronically homeless Non-Homeless Special Needs</td>
</tr>
</tbody>
</table>

**Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

Agency was consulted as part of Continuum of Care meetings. As a result of consultation, linking constituents to appropriate resources to meet their unique needs is the anticipated outcome.

---

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

There were no agency types which the City of Conroe determined should not be consulted in the consideration of priority needs.

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

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td></td>
<td>We provide housing rehabilitation services to households who, without being served by program under our Plan, would no doubt become homeless.</td>
</tr>
</tbody>
</table>

**TABLE 2--AGENCIES, GROUPS, ORGANIZATIONS WHO PARTICIPATED**

**TABLE 3--OTHER LOCAL/REGIONAL/FEDERAL PLANNING EFFORTS**

**Narrative (optional)**

The CDBG Citizens Advisory Committee has been established by the City of Conroe to ensure consultation throughout the program year. The CDBG Citizens Advisory Committee is a diverse and
knowledgeable group of various community members and it consists of both CDBG incomes qualified citizens and local successful business minded individuals. Members of the workgroup are instrumental in the creation of the City of Conroe’s Fair Housing Plan. The group is responsible for identifying fair housing impediments and proposing action steps for addressing them based on data they have available. The group is required to meet at least annually, to review the Action Plan, monitor progress, report findings and make recommendations to the governing body.
AP-12 Participation – 91.105, 91.200(c)
Summary of citizen participation process/Efforts made to broaden citizen participation

Summarize citizen participation process and how it impacted goal-setting

The City of Conroe has developed a planning process that provides mandatory involvement from citizens in a manner which public meetings and hearings often do not.

This is done by the establishment of the CDBG Citizen Advisory Committee. The CDBG Advisory Committee consists of a racial and ethnic cross section of Conroe citizens. A total of 13 citizens serve. Members of the Committee are involved in public service, education, private and community development activities.

Involvement of the CDBG Advisory Committee early on in the planning process guarantees input for consideration when developing the Annual Action Plan.

In addition to the CDBG Advisory Committee, the City also conducts a Annual Action Plan Input public meeting in March.

In April a meeting is held on Fair Housing issues in the City.

Then in June, the City holds a meeting to solicit discussion regarding the first completion of the Annual Action Plan.

Direct input from residents offered at the various forums referenced above confirm that CDBG funds be directed to assist low and moderate income homeowners in the areas of Dugan and Madeley Quarter. These communities consist of Conroe’s largest minority concentrations.

From this input, Conroe has also identified the removal of hazardous waste within these areas to be a priority need. Waste removal as well as the demolition of condemned vacant housing units are essential for combating decline of property values within these areas.
## Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Mode of Outreach</th>
<th>Public Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target of Outreach</td>
<td>Non-targeted/broad community</td>
</tr>
<tr>
<td>URL (If applicable)?</td>
<td></td>
</tr>
</tbody>
</table>

### Summary of response/ attendance
Two citizens attended the needs assessment and Annual Action Plan Input meeting on 03/01/16 at 6:00 PM.

### Summary of comments received
One citizen had a lot questions regarding getting a CDBG house for her mother. Her mother did not live in the City of Conroe, so Conroe CDBG was not able to assist her. However, the citizen drove a long distance and staff was able to make contact with a CDBG program in their area. The other citizen was the Executive Director of the Tri-County Mental Health Facility, located in Conroe. Tri-County was interested in grant funding. After the discussion was held on Conroe’s CDBG Housing Program focus, Tri-County decided to seek funding from the County CDBG Program. The City has not funded non-profits in many years.

### Summary of comments not accepted and reasons
No comments were rejected.

<table>
<thead>
<tr>
<th>Mode of Outreach</th>
<th>Public Hearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target of Outreach</td>
<td>Non-targeted/broad community</td>
</tr>
<tr>
<td>URL (If applicable)?</td>
<td></td>
</tr>
</tbody>
</table>

### Summary of response/ attendance
Two citizens attended the Fair Housing Information and Legal Presentation on 04/06/16 at 6:00 PM. Both citizens were disabled.

### Summary of comments received
The discussion centered primarily around Fair Housing in regard to disabilities and accessibility. Information on Fair Housing Laws was presented and questions were allowed during the presentation and afterward. The meeting closed at 7:30 PM. No Fair Housing violations were reported.

### Summary of comments not accepted and reasons
No comments were rejected.
No citizens attend the Public Meeting to present the completed Annual Action Plan, held on 06/01/16 at 6:00 PM. The meeting adjourned at 6:30 PM.

<table>
<thead>
<tr>
<th>Summary of comments received</th>
</tr>
</thead>
<tbody>
<tr>
<td>The 2016 Annual Action Plan was out for public review from May 13, 2016 until June 13, 2016. There were no negative comments received either in writing or by phone.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Summary of comments not accepted and reasons</th>
</tr>
</thead>
<tbody>
<tr>
<td>No comments were rejected.</td>
</tr>
</tbody>
</table>

**Table 4 – Citizen Participation Outreach**
AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The City of Conroe in FY16 has been allocated $624,634.00 in CDBG Funds.

In addition to CDBG funding, the City of Conroe has generously allocated General Funds towards meeting the needs of low income population groups identified in the Consolidated Plan. General Funds are also allocated toward supplementing salaries of staff and to pay for office space and supplies. As Conroe continues to grow and is expanding its tax base, the City should be able to continue allocating local funds towards meeting the needs identified in the Consolidated Plan and at current funding levels.

Priority Table

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services</td>
<td>$624,634</td>
<td>0</td>
</tr>
</tbody>
</table>

Narrative Description of CDBG Funds

Funds from the Community Development Block Grant Program.

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
</tr>
<tr>
<td>General Fund</td>
<td>public - local</td>
<td>Admin and Planning Public Services</td>
<td>$127,000</td>
<td>0</td>
</tr>
</tbody>
</table>

Narrative Description of Local Funds

Local funds will supplement CDBG funds used to implement activities carried out to meet goals and outcomes. Local funds will be used to pay for administrative space, salaries for staff, fringe benefits, training, and equipment and office supplies. Local funds will also be provided to help fund neighborhood clean ups in the city's low to moderate income target areas. Additional public services targeted toward low to moderate income persons will be offered at the Oscar Johnson Jr. Community Center. General funds will also be used to provide service to the elderly, a population presumed to be low to moderate income, located at the Friendship Center Building.

**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**

While the CDBG program does not have matching requirements, local funds will be allocated toward CDBG funded activities. In Year 2 Local funds will supplement the City's Administration Budget and local funds will pay for $52,204.00 or 84% of the City's Neighborhood Clean Up Program to be carried out in the City's target areas.

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

The needs identified in the plan to which a priority of High was given will not be met with the utilization of publicly owned land. High Priority is given to housing rehabilitation and neighborhood clean ups which involves land owned by private individuals.

**Discussion**

The City of Conroe stands in full support of the CDBG program as evidenced by allocation of resources from City general funds to supplement program activities. In the second year of this Strategic Plan, the City has allocated $127,046 of City general funds to programs funded under the Plan and to supplement Administrative costs. This amount is 20% of the federal award.

The City also addresses the needs of its low-income residents through the allocation of $1,023,195 to operate the Oscar Johnson Jr. Community Center, which is located in the City's low-income housing target area known as Dugan.

The total amount of funds allocated towards addressing the needs of Conroe's low income residents during year two of this Strategic Plan totals $1,023,195 which is approximately 68% greater than Conroe’s award of CDBG funds.

As the City of Conroe is expected to grow, the City should be able to continue supplementing CDBG funds from the General Fund to assist with addressing the needs identified in the Plan.
### Goals Summary Information

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Retain Affordable Housing</td>
<td>2015</td>
<td>2019</td>
<td>Affordable Housing</td>
<td>DUGAN MADELEY QUARTER</td>
<td>Rehabilitation of Existing Units</td>
<td>CDBG: $334,000</td>
</tr>
</tbody>
</table>

**Goal Outcome Indicator**

Homeowner Housing Rehabilitated: 2 Household Housing Units

**Goal Description**

This goal involves preservation of single family housing units primarily in low income communities of Conroe. The areas of Dugan and Madeley are targeted to receive assistance. In these areas reside families whom have lived there for many decades. Housing stock in these areas are falling into disrepair. Without financial assistance many families would lose their place of residence. This goal will enable low-income families to remain within neighborhoods in which many have resided for generations.

Elderly households are also expected to be assisted by this goal. The City of Conroe’s housing program enables income eligible family members to remain in rehabilitated units in cases where the original beneficiary may no longer reside in the housing. Thus, this goal also allows for a modest transfer of wealth to be passed on to the next generation.

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improve Safety and Livability of Neighborhoods</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>DUGAN MADELEY QUARTER</td>
<td>Neighborhood Cleanups</td>
<td>CDBG: $10,000</td>
</tr>
</tbody>
</table>

**Goal Outcome Indicator**

Public service activities other than Low/Moderate Income Housing Benefit: 5065 Persons Assisted

**Goal Description**

This goal involves enhancing the quality of life for residents of low income communities through the removal of trash and debris from vacant lots. Homeowners are also provided with the opportunity to dispose of bulk items which serves to reduce the likelihood of such items being dumped on vacant lots or being placed outside the home but within the property boundaries which too serves as an eye sore upon the community.

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restoration and Preservation of Special Properties</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>DOWNTOWN CENTRAL BUSINESS DISTRICT</td>
<td>Planned Repayments of Section 108 Loans</td>
<td>CDBG: $155,708</td>
</tr>
</tbody>
</table>
The goal of this activity is to spur economic development in downtown Conroe. The activities undertaken to meet this goal were funded through a Section 108 Loan. Section 108 of the Housing and Community Development Act allows a recipient of CDBG funds to obtain loans and obligated future CDBG funds to repay those loans. The City continues to repay this loan and will do so during this Annual Action Plan year.

The original loan amount was $1,850,000 to be paid over a period of 20 years. The funds were used to rehabilitate the facades of commercial buildings.

<table>
<thead>
<tr>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assist the Homeless</td>
<td>2015</td>
<td>2019</td>
<td>Homeless</td>
<td></td>
<td>Emergency Shelters, Transitional Housing, Homelessness Prevention</td>
<td></td>
</tr>
</tbody>
</table>

| Goal Outcome Indicator | Homelessness Prevention: 250 Persons Assisted Housing for Homeless added: 60 Household Housing Unit |
During Program Year 2016, the City will continue to gather information and data on the needs of Conroe residents, including our Homeless population. The City will explore additional program funding opportunities in partnership with Montgomery County Community Development, and other local non-profit agencies who’s mission it is to assist the homeless. The City’s goals for assisting the homeless for 2016 include:

1) Working closely with local social service providers in maximizing the available services.
2) Assist in developing the capacity of non-profit organizations to meet the underserved needs of the homeless in Conroe.
3) Encourage the development of new non-profits and encourage non-profits from the City of Houston, Harris County, and/or Montgomery County to provide assistance to Conroe residents.
4) Assist the Montgomery County Homeless Coalition in coordinating the effort of several agencies to better serve our homeless.
5) Support the Salvation Army, the City’s primary agency for assisting the homeless, thru waiving the building fees and providing free construction inspections, on the capital construction project, which is the building of the new facility in downtown Conroe, --due to open before the end of the year. This is a substantial financial contribution to the homeless facility.
6) Participate in the point in time count.
7) Work with Conroe PD who patrol the homeless camps to pass information and assistance to the homeless.

**TABLE 6—GOALS SUMMARY & DESCRIPTION**

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):

During the period covered by the FY16 Action Plan, it is estimated that the City of Conroe will provide affordable housing to two (2) extremely-low income households through the rehabilitation of their properties’.
AP-35 Projects – 91.220(d)

Introduction

During Conroe's FY17 Fiscal Year CDBG funds will be primarily used to provide affordable housing to low and moderate income homeowners through the rehabilitation of properties that are reconstructed after it is determined that rehabilitation is not economically feasible.

The City also continues to repay a Section 108 Loan that was used to rehabilitate the facades of commercial buildings in the downtown area.

Other funded initiatives will include cleaning up low to moderate income targeted neighborhoods to foster a more suitable living environment.

CDBG funds will also support the Administration and Oversight of these program initiatives.

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

CDBG funds will primarily be allocated toward housing activities. The reason for this allocation priority is that other funding to provide affordable housing is not as readily available from any other source. The low-income of residents, also precludes many from obtaining market rate loans or obtaining credit. Other types of needed public services are met by other City programs paid for with general funds, or local non-profit agencies located in Conroe.

The City is also obligated to repay its Section 108 Loan. The City secured a Section 108 Loan because it was determined in a previous program year in consultation with citizen groups, local officials, and community business representatives that revitalization of commercial areas in the downtown area was essential to bring residents back to the downtown and to eliminate blight, thus, creating economic opportunities readily available to low to moderate income persons without excessive education requirements.
## AP-38 Projects Summary
### Project Summary Information

<table>
<thead>
<tr>
<th>Project Name</th>
<th>05V Neighborhood Cleanups</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>DUGAN</td>
</tr>
<tr>
<td></td>
<td>MADELEY QUARTER</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Improve Safety and Livability of Neighborhoods</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Neighborhood Cleanups</td>
</tr>
<tr>
<td></td>
<td>Demolition of Blighted Properties</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $10,000</td>
</tr>
<tr>
<td>Description</td>
<td>Funds allocated to remove debris and trash from lots located in low to moderate income areas. Residents are also provided the opportunity to dispose of bulk trash items. Demolition of dilapidated structures may also be undertaken under this project.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/29/2017</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>This activity involves provision of services to persons throughout the target area.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Activities will be concentrated in the communities of Madeley Quarter and Dugan. These communities are low to moderate income and comprise of Conroe's historically Black neighborhoods.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Activities may include neighborhood clean up of lots and demolition of dilapidated structures.</td>
</tr>
<tr>
<td>Project Name</td>
<td>14A Single-Unit Rehabilitation-Housing Program</td>
</tr>
<tr>
<td>Target Area</td>
<td>DUGAN</td>
</tr>
<tr>
<td></td>
<td>MADELEY QUARTER</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Retain Affordable Housing</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Rehabilitation of Existing Units</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $334,000</td>
</tr>
<tr>
<td>Description</td>
<td>This program involves providing deferred loans or grants to low to moderate income homeowners for Rehabilitation/Relocation. Loan amounts average to $80,000 - $125,000 depending on demolition costs.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/29/2017</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>It is estimated that 4 low to moderate income homeowners will be assisted by this activity. Three (3) households are expected to be low-income (31%-50% HMFI) and one (1) household may be extremely low-income (0%-30% HMFI).</td>
</tr>
<tr>
<td>Location Description</td>
<td>Housing rehabilitation activities are most likely to be located within the communities of Madeley Quarter and Dugan. These two communities are low to moderate income communities and comprise Conroe’s historically Black communities.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Planned activities are the rehabilitation of single-unit housing structures. Work may also include relocation and reconstruction where it is determined that rehabilitation is not cost effective. Additional funds are used to support rehabilitation administration which involves working with homeowners to resolve financing issues and overseeing the bid process and the work of contractors.</td>
</tr>
<tr>
<td>Project Name</td>
<td>19F Planned Repayments of Section 108 Loans</td>
</tr>
<tr>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Restoration and Preservation of Special Properties</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Planned Repayments of Section 108 Loans</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $155,708</td>
</tr>
<tr>
<td>Description</td>
<td>The City of Conroe will use CDBG funds to repay a Section 108 Loan in the original amount of $1,850,000. The annual payment with principal and interest is $150,000.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2017</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td></td>
</tr>
<tr>
<td>Location Description</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Repayment of Section 108 Loan with CDBG funds.</td>
</tr>
<tr>
<td>Project Name</td>
<td>21A General Program Administration</td>
</tr>
<tr>
<td>Target Area</td>
<td></td>
</tr>
<tr>
<td>Goals Supported</td>
<td></td>
</tr>
<tr>
<td>Needs Addressed</td>
<td></td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $124,926</td>
</tr>
<tr>
<td>Description</td>
<td>Funds to provide for the administration and oversite of the CDBG program.</td>
</tr>
<tr>
<td>Target Date</td>
<td>9/30/2017</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Location Description</td>
<td></td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Payment of the general administration and oversite of the CDBG program.</td>
</tr>
</tbody>
</table>

**TABLE 7 PROJECT SUMMARY**
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

There are two target areas within the City of Conroe that will be targeted to receive an allocation of CDBG resources. The community of Dugan is a historical African American neighborhood with an influx of Hispanic persons purchasing units for ownership and renting units. Commercial make-up along 1st Street consists of Hair Salons, washateria and Quick Food Mart and the like.

Madeley Quarter is also a historical, owner occupied African American community which contains a hand-wash car wash and a Mom and Pop eatery along the west boundary on 10th Street.

Both of these communities are located to the southeast of the downtown Central Business District.

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>DOWNTOWN CENTRAL BUSINESS DISTRICT</td>
<td>23</td>
</tr>
<tr>
<td>DUGAN</td>
<td>38</td>
</tr>
<tr>
<td>MADELEY QUARTER</td>
<td>38</td>
</tr>
</tbody>
</table>

| TABLE 8 - GEOGRAPHIC DISTRIBUTION |

Rationale for the priorities for allocating investments geographically

The rationale for the priorities for allocating investments within these areas were that through planning and in cooperation with Conroe’s City Advisory Board the neighborhoods of Dugan and Madeley Quarter were determined to be long underserved.

Discussion

The target areas of Dugan and Madeley were first established in 1998. Over the years, close to 60 homes have been brought up to code. This area was neglected for several years. Many of the plots can be traced back to original settlements of recently freed persons. The City has determined that continued investment of federal funds within this area will arrest decline and revitalize the community. This is necessary for the overall benefit of the City, as these areas are nearby Conroe’s downtown business district. Recent improvements to the downtown business district also provide employment opportunities for residents of these target areas. Thus, the investment in affordable housing addresses the jobs-place mismatch often existing between the location of entry level jobs and neighborhoods where low to moderate income persons reside.

In the analysis of disproportionate housing need Black/African American households were calculated as having disproportionate need. The areas of Dugan and Madeley Quarter have a considerable number of Black/African American households. Therefore, choosing these two areas as target areas will also enable the City to address the disproportionate housing need of Black/African American households.
AP-55 Affordable Housing – 91.220(g)

Introduction

The City of Conroe's sole federal funding source is the CDBG program. In prior years, the City decided to invest in Downtown Revitalization and is currently repaying a Section 108 Loan reducing the amount available to apply to other activities until this loan is fully repaid.

With remaining funds, the City has decided to invest in housing rehabilitation/reconstruction activities to target homeowners in the City's designated housing target communities of Dugan and Madeley. These communities are historically, the oldest African American communities in Conroe, and contain some of the worst housing stock. Additional funds are allocated for community wide clean-up in these areas, improving the livability of the neighborhood and raising the quality of life for all citizens located in these low-income communities. Both of the City's housing target areas, Dugan and the Madeley Quarter, are by census tract, block group measure designated as low-income areas.

Resulting from available funds and funding priorities, the City operates under fiscal constraints, thus, impacting upon its goals for homeless and renter/owner households.

Montgomery County, for which Conroe is the County seat, is the governmental entity having greater resources to address homeless and housing goals. Therefore, additional Conroe residents will benefit from County funded programs and services.

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
</tr>
<tr>
<td>Non-Homeless</td>
</tr>
<tr>
<td>Special-Needs</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

**TABLE 9 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT**

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households Supported Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
</tr>
<tr>
<td>The Production of New Units</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

**TABLE 10 - ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE**
Discussion

The City hopes to meet its goal of providing decent, safe, and sanitary affordable housing to 2 low to moderate income families a year. At existing funding levels, the City cannot increase this goal.

Conroe is the County Seat of Montgomery County. The County government does receive federal funds for homeless programs. The needs for facilities and services of Conroe's homeless populations are addressed by County programs and are detailed in its Consolidated Plan.
AP-60 Public Housing – 91.220(h)

Introduction

Jurisdictions must address in their Action Plans activities to assist public housing initiatives. The City of Conroe however does not have any public housing units within its jurisdiction. Therefore, a discussion about actions planned to address the needs of public housing is not applicable to Conroe.

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

N/A.

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

N/A.

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

N/A.

Discussion

N/A.
AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Jurisdictions receiving federal housing and community development funds must in their Annual Action Plan describe goals and actions for reducing homelessness. The City of Conroe is not a recipient of funds designed specifically to address the needs of homeless persons and has determined that the best use of its CDBG funds is to prevent homelessness. This will be accomplished through the City's housing rehabilitation program which is currently targeted to housing units located in Dugan and Madeley Quarter. If not for this program, residents could become homeless as a result of not being able to afford repairs to make their homes decent, safe, and sanitary and meeting the requirements of local housing codes.

Although CDBG funds are not currently planned to be awarded to agencies providing shelter and services to the homeless, the City will provide in-house resources through allocation of staff, and may waive certain fees and other non-code requirements on behalf of those organizations located within the City offering services to the homeless.

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

While Conroe does not receive federal funds specifically to address homelessness, the City does continue to fund the Oscar Johnson Jr. Community Center which offers programs to residents of the nearby Women's Center, as well as to those benefitting from the Salvation Army, Family Promise the Dream Center, and several other agencies providing services to the homeless. This Center offers services that assist homeless citizens in finding jobs, coping with transition, and learning life skills.

The city will reach out and assess the needs of the homeless by participating in the annual Point In Time Survey which estimates the nature and extent of homelessness within the jurisdiction and provides information on the needs of homeless persons. The City will provide police protection for survey takers on the night of the count. City police officers will also assist in identifying the locations of homeless camps. These camps are generally located in wooded areas where homeless unsheltered individuals congregate and are likely to be on the night of the survey. These camp locations shift by nature and the involvement of law enforcement is essential to identifying the whereabouts of these camps because of their constant changing location.

Addressing the emergency shelter and transitional housing needs of homeless persons

Conroe plans to address the shelter needs of homeless persons by assisting with the addition of new units into the homeless facility inventory. To accomplish this goal the City will waive the plan review and
permit fees for a new Salvation Army Facility, which will provide an additional 60 beds to homeless men, women, and children. This is a value of more than $20,000.

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.

Through waiving the plan review and permit fees for a new Salvation Army, the City of Conroe will also be assisting with the availability of resources for homeless families to make the transition into permanent housing. The Salvation Army operates a program assisting the homeless to transition to permanent housing.

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.

The City’s CDBG Owner-Occupied Housing Rehabilitation/Relocation/Reconstruction Program will prevent homelessness by providing housing for qualified citizens. Under this initiative, the City demolishes substandard housing and replaces it with quality decent, safe, and sanitary affordable housing. The original houses are too dilapidated to rehabilitate and are demolished and reconstructed. The City proposes to complete a minimum of 2 houses this year, and a total of 10 over the current Five Year Plan timeframe.

There is no doubt, that this activity assists in the prevention of homelessness, as the homeowners would, at some point in the near future, be forced out of the substandard structure, and no doubt, end up homeless. Housing recipients include the elderly, frail elderly, single parents, persons with disabilities, and consists of primarily minority lower income households in Housing Target Areas within the city limits of Conroe.

Conroe does serve and will continue to be an active participant in the MCHC. The MCHC through the Continuum of Care initiative is working toward a goal of developing a discharge coordination policy for the discharge of persons from foster or other youth facilities, correctional programs, health care facilities and institutions, in order to prevent such discharge from immediately resulting in homelessness for such persons. To date, the Coalition has not had success in working with correctional institutions in addressing the unique needs of persons being discharged from such institutions. The Coalition will continue dialogue with all facilities to raise their awareness for the need of a discharge policy and work toward implementation with each facility.
Discussion

Though the City supports the mission of the Montgomery County Homeless Coalition, this Coalition is not part of City government. As such the City cannot directly impact upon goals through the requisite level of funding required. However, the City will continue to be an active member within this Coalition, will participate in the Point In Time Survey including but not limited to providing security to survey takers, and may waive fees and other requirements as appropriate regarding facilities providing shelter and housing to homeless persons and their families.

The City will plans to continue funding the Oscar Johnson Jr. Community Center which currently houses services for the homeless. The City’s financial support of this Center reduces facility operational costs that would otherwise have to be paid for by other members of the MCHC.
AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Land use controls, tax policies, zoning ordinances, building codes, fees, charges, and growth limitations may have a negative effect on affordable housing production. Jurisdictions that receive housing funds from the federal government are required to look into local policies to determine if they have an adverse impact on the production of affordable housing.

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 has analyzed local policies to determine the extent to which they might impact negatively on affordable housing investment. It has been determined that the City's current policies are actually conducive to the production of affordable housing. Because the CDBG Grant Administrator is also over the construction and development in Conroe, any new development policies are scrutinized for impact on affordable housing and Fair Housing Policies.

The City of Conroe does not have any zoning regulations prohibiting certain types of housing in various areas, nor does the City charge development impact fees. The City has adopted the 2009 International Residential Building Code and nothing within this code has been identified to negatively affect investment in affordable housing. The provisions of this code are deemed necessary to ensure the health and safety of all residents. The City does have permit fees and plat application fees as part of its subdivision ordinances. However, none were judged excessive. In fact, to facilitate reducing the costs of housing, the City allows developers to resubmit their plans twice without charging any additional fees.

One barrier which has been identified is the lack of market funds available for affordable housing. The City of Conroe's CDBG allocation is small and the City is not a participating jurisdiction in the HOME program. Therefore, the City does not offer a down payment assistance program to low-income families. To address the gap in affordable housing finance the City will work with the Montgomery County Housing Finance Corporation and seek other partners to secure funding for the development of affordable housing. One such partner is the United Cerebral Palsy Foundation that has a down-payment assistance program which helps disabled persons with finding suitable affordable housing that is also in compliance with American Disabilities Act requirements.

Discussion

The City of Conroe will continue to study barriers to affordable housing over the period of this strategic plan. Some of the areas to be analyzed will be City fees charged and length of time for plan approvals. Conroe is growing at a considerable rate. As of last year, there were 7 new subdivisions being developed in Conroe and six were expanding. Many of these were offering starter homes in the low $100,000's.
AP-85 Other Actions – 91.220(k)

Introduction

The Consolidated Plan regulations and federal housing statutes require that jurisdictions receiving federal housing and community development funds also provide a concise summary of other actions to address the needs of low to moderate income persons. Recently, the regulations have been updated to require recipients of federal housing and community development programs to include the actions it plans to undertake to affirmatively further fair housing during the next year, as specified in its Assessment of Fair Housing Plan. The City of Conroe is not required to submit this plan until the first quarter of the 2020 federal fiscal year. Conroe's affirmative housing actions under its current plan include:

1) Hosting a Fair Housing month and display materials related to Fair Housing at City Hall.

2) Placing a minimum of 1 notice regarding Fair Housing in the local newspaper.

3) Providing an educational session on Fair Housing, in a Public Meeting.

4) Purchasing “give-aways” to promote and draw awareness and interest to Fair Housing, using City funds.

5) Conducting outreach to all Conroe citizens, through Citizen Boards and Community Groups, but at a minimum 5,000 citizens will receive Fair Housing information.

6) Continue to follow Conroe's Fair Housing Plan.

Actions planned to address obstacles to meeting underserved needs

The City of Conroe has identified the following obstacles to meeting underserved needs: 1) fear of government/cultural differences, 2) limited funds, 3) rising costs of construction, and 4) economic downturn.

The City plans to address misunderstanding or mistrust of residents with their local government through its Citizen Advisory Board. This Board consists of residents that live within the target areas of Dugan and Madeley Quarter and who have long advocated for residents there. In 2011 we were able to recruit the involvement of a Hispanic resident which has made a difference crossing cultural barriers.

Actions planned to foster and maintain affordable housing

The primary action planned by the City to foster and maintain affordable housing remains its housing rehabilitation/reconstruction program. The City targets residents living in the areas of Dugan and Madeley. Within these areas, in many instances it is determined that rehabilitation is not feasible and therefore reconstruction takes place.
It is anticipated that two families will have their home rehabilitated in the upcoming year. Without this program, there is no doubt that residents, whom have resided in Conroe for generations, would lose their housing and be forced to relocate or to become homeless.

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

The City will distribute information on hazards of lead paint in English and also in Spanish. This information is distributed to applicants of the City's housing activities and is given to other community organizations to distribute to their participants.

The City is evaluating, testing, and abating lead-based paint on a case by case basis in the downtown area and in our housing rehabilitation reconstruction efforts.

Through its rehabilitation/reconstruction program old substandard structures are completely renovated and lead-based paint hazards removed.

The City may also continue with its periodic display in the City Hall on lead-based paint hazards.

During the program year covered by this annual action plan it is anticipated that 2 single family housing units will have lead-paint issues addressed.

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

The City will continue to analyze existing information and data to identify the problems and needs facing poverty-level families in the City. The City will encourage existing networks of social service providers to expand their efforts to coordinate referrals and services to address the needs of poverty-level families. In addition, the City will encourage local social service providers to establish and expand case management systems for poverty-level families. The primary project funded by the City to address poverty prevention is the housing program, which provides an opportunity for affordable, decent, safe, and sanitary housing and prevents families from slipping into, or further into, poverty.

The City will continue to fund the Oscar Johnson Jr. Community Center which offers job readiness training and referrals.

The City of Conroe has experienced an increase in Hispanic speaking persons migrating into the City. To assist this population in reducing poverty the City has provided a property, a portable building, and electricity for a day labor center. At this location, persons who are willing to work are connected with short term employers.

The center also has 3 computers where persons can enhance their English speaking skills. A total of 100 persons a day visit the center.

**Actions planned to develop institutional structure**
The City of Conroe is committed to establishing and maintaining working relationships with organizations and institutions that are service providers for Conroe. The City of Conroe has focused on working to coordinate and communicate affordable housing, supportive housing, homeless and non-housing community development strategies to community groups and local government officials.

The City will continue to assist and develop means to share information with community groups, public institutions, non-profit organizations and private industry, in order to identify resources and opportunities and coordinate activities as appropriate.

The City will also continue to work with the Consortium of Community Assistance Projects in the coordination of service providers. The City will continue to provide technical assistance to providers as requested.

The City of Conroe does not own or operate any public housing or a public housing agency. The Montgomery County Housing Authority is a quasi-governmental entity and administers the Section 8 Voucher Program throughout Montgomery County, including, here in the City. Although the City is not responsible for the Housing Authority, the City does have a cooperative agreement with the Montgomery County Housing Authority to allow them to operate and issue vouchers within the City of Conroe's incorporated areas. The City supports the Housing Authorities' mission and works closely with them.

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

The City will work diligently to enhance coordination with the Housing Authority. The City also will continue with securing through other resources a downpayment assistance program to operate within the City that will assist housing voucher clients to get into permanent homes. The City will continue its partnership with the Montgomery County Women's Center to assist with the Transitional Housing facility for victims of domestic violence and currently is assisting with additional goals of the Center. The facility is located in Conroe, Texas and continues operating today to serve women and children in need. The City will partner with the Salvation Army in Program Year 2015 to facilitate the construction of a new shelter for the homeless men, women, and children. This new facility will add more than 60 beds to the homeless shelter availability.

**Discussion**

The CDBG funding the City of Conroe receives, has been prioritized, to allow reconstruction of at least two sub-standard homes, annually, through forgivable loans for low, to extremely low, income minority homeowners, which will provide a minimum of two households, with affordable housing, when, due to the lack of funds, their housing choice was non-existent. The City continually works with Montgomery County Habitat for Humanity to provide affordable housing, for the coordination of resources, by providing tap fees and/or purchasing lots for their program. Conroe’s City Council is conducive to keeping down the cost of housing by consistently encouraging builders and developers to be very flexible, in creating affordable housing.
To ensure the implementation of program activities in a manner which complies with Fair Housing regulations, the City of Conroe will periodically prepare, solicit and provide public service announcements for local radio and/or the City’s TV Cable in order to provide knowledgeable information and resources available concerning Fair Housing.

City of Conroe will display Fair Housing posters identifying the City’s Fair Housing Liaison, title, address and phone number in prominent locations. In addition, fair housing information will be distributed outside of traditional municipal locations including local realtor offices, bank lobbies and in kiosks displaying homes for sale or rent catalogs.

The Mayor will confirm annually the Fair Housing Policy Statement and Fair Housing Plan, and provide a public Resolution as an indication of its commitment to Fair Housing Month during the month of April each year. During Fair Housing Month, the City will promote Fair Housing by providing a table with literature and promotional items, hosting a Fair Housing Activity with prizes to educate youth, and provide an informative Fair Housing program during a Public Meeting, which, when available, will air on the City’s cable channel.

All advertising of residential real estate owned by the City of Conroe, for sale, will contain the Fair Housing logo and equal opportunity slogan as a means to educating the home seeking public that the property is available to all persons regardless of color, religion, sex, race, physical or mental disability, familial status, sexual orientation, marital status, age, national origin, ancestry, or lawful source of income. The type of logo, statement or slogan will depend on the type of media being used (visual or auditory).
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

The use of anticipated program income must be identified by jurisdictions in their Annual Action Plan. The City of Conroe does not have any Program Income generated by CDBG activities that would need identification in this year’s Annual Action Plan.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(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:

Other CDBG Requirements

1. The amount of urgent need activities
   0

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

Discussion

The City of Conroe does not do Slum Blight activities. With its small allocation of CDBG funds, the City carries out Low Moderate Housing activities and Low Moderate Area activities. Therefore, 100% of expenditures will meet the primary objective of the CDBG program which is to provide services that benefit low and moderate income persons.
Attachments
PUBLIC NOTICE: CITY OF CONROE

COMMUNITY DEVELOPMENT BLOCK GRANT

NOTICE OF PUBLIC HEARING ON COMMUNITY NEEDS AND ASSESSMENT FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM 2016 ANNUAL ACTION PLAN

February 19, 2016

The City of Conroe Community Development Block Grant Department, pursuant to the Community Development Block Grant (CDBG) and U.S. Department of Housing & Urban Development (HUD) guidelines, will hold a Public Hearing on Tuesday, March 1, 2016, at 6:00 P.M. to receive citizen comments and input in identifying housing, community development, and service activities for the CDBG Program Year 2016 Annual Action Plan. The Public Hearing will be held at the City of Conroe Council Chamber, located in the Conroe City Hall, 300 W. First Street, Conroe, Texas. The City expects to receive approximately 600,000 CDBG Entitlement Program to fund eligible activities for the 2016 Program Year, that meet the HUD CDBG Program National Objectives. National Objectives include, but may not be limited to: (1) To provide benefits to low and moderate income persons, (2) aid in the prevention or elimination of slum and blighted conditions, and (3) meet urgent needs that pose a serious and immediate threat to the health or welfare of the community which are of recent origin. Each activity funded shall meet one of these National Objectives and meet City of Conroe Five Year Consolidated Plan goals and objectives. The funding is primarily to benefit low and moderate income persons. Types of eligible activities include: (1) the acquisition and rehabilitation of real property; (2) public facilities and improvements; (3) construction, renovation, demolition and clearance activities; (4) public services; (5) education assistance; (6) rehabilitation of residential properties; (7) rehabilitation and preservation activities; (8) economic development activities; (9) special activities by subrecipients; (10) community development services; (11) planning and capacity building; (12) housing rehabilitation and relocation; and (13) administrative costs. Though there are many eligible activities, the City of Conroe has prioritized housing in the Oregon and the Mottley Quarters Target Areas.

The public is encouraged to attend the Public Hearing and submit written comments to Nancy S. Mikeska, City of Conroe, Assistant Director of Community Development, P.O. Box 300, Conroe, Texas 77305.

Hear impaired and non-English speaking persons that wish to attend this Public Hearing should contact Sonny M. Brown, City Secretary, at (936) 522-3001 by 9:00 P.M. on Tuesday, February 23, 2016, so that accommodations can be made for interpreters or other assistance.

In order for a project to be considered for 2016 funding it must be presented at the Public Hearing. If you would like to present a project for 2016 funding consideration, would like to discuss a City of Conroe community planning needs, or for any further information, please call Nancy S. Mikeska, City of Conroe, Assistant Director of Community Development at (936) 522-7000. Persons wishing to present a project must schedule a time to appear at the Hearing prior to 5:00 P.M. on Thursday, February 25, 2016. Persons attending the Hearing must bring a written proposal, and prepared budget, as well as, must provide adequate documentation of the proposed need and related costs. Presenters must be prepared to answer questions regarding the proposal use of CDBG funds. Presenting at the Public Hearing does not guarantee funding dollars.

The City of Conroe supports equal and fair housing initiatives, and encourages Section 8 Contractors to participate in CDBG projects.
AFFIDAVIT OF PUBLICATION

STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State, Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of The Courier, a newspaper of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

29th day of February, 2016

27th day of February, 2016

1st day of March, 2016

day of , 2016

day of , 2016

day of , 2016

day of , 2016

day of , 2016

Publisher's Representative

Sworn to and subscribed before me this 1st day of March, 2016

Notary Public

My commission expires on (stamp)
State/Nation/World

Gazans say Jordan restricting movement

A bus that crashed, killing 8, had seatbelts only in first row

Man charged with murder, evading arrest in chase

Grantee Unique Appendices
AFFIDAVIT OF PUBLICATION

STATE OF TEXAS
COUNTY OF MONTGOMERY

Personally appeared before the undersigned, a Notary Public within and for said County and State, Jennifer Underferth, Representative for Jason Joseph, General Manager and Publisher of The Courier, a newspaper of general circulation in the County of Montgomery, State of Texas. Who being duly sworn, states under oath that the report of Legal Notices, a true copy of which is hereto annexed was published in said newspaper in its issue(s) of the

17th day of May 2016
24th day of May 2016
21st day of May 2016

day of May 2016

day of May 2016

day of May 2016

day of May 2016

day of May 2016

day of May 2016

[Signature]
Publisher's Representative

Sworn to and subscribed before me this 31st day of May 2016

[Signature]
Notary Public

My commission expires on (stamp)
GOALS AND OBJECTIVES: The City of Conroe is scheduled to receive funds from the U.S. Department of Housing and Urban Development (HUD), as part of the 2016 Community Development Block Grant (CDBG) Entitlement Program, authorized under the Housing and Community Development Act of 1974, as amended. The primary objectives of the program are: 1) to provide benefits to low and moderate income persons, 2) eliminate slum and blight conditions and 3) meet urgent needs. Each activity funded shall meet one of those objectives and not less than 70% of the funds expended shall support activities benefiting low and moderate income persons. Community Development Block Grant goals of the City are: 1) improve the urban environment in low and moderate income areas, 2) develop and preserve affordable housing and the homeownership of very low and low income persons, and 3) provide expanded economic opportunities for low and moderate income persons and at-risk youth.

ELIGIBLE ACTIVITIES: In addition to meeting one of the three primary objectives, each activity funded shall fall within one of the eligible categories listed below and may have to meet other requirements. Types of activities that are eligible are: 1) acquisition and rehabilitation of real property; 2) public facilities and improvements; 3) economic development activities; 4) public services; 5) relocation assistance; 6) removal of slums and blight; 7) construction and replacement activities; 8) costs of housing program delivery; 9) economic development activities; 10) technical assistance; 11) terrorism; assistance; 12) planning and capacity building; and 13) administrative costs.

NOTICE OF FINDING: The City of Conroe has received official notification from HUD that Conroe's allocable amount of entitlement funding for the Program Year 2016 will be $424,434. In an effort to continue to afford citizens ample opportunity to comment on proposed projects and related funding, the City is providing the below proposed project listing and the estimates of funding for each project. Citizens should note that based on the final Federal funding amount, the projects and/or the funding amounts may be adjusted by eliminating a project, or reducing or increasing a project’s funding amount, in order to maximize the total of the Federal assistance available to the City.

The 2016 City of Conroe Consolidated Action Plan includes the projects proposed to be funded during Program Year 2016, which covers the timeframe of November 1, 2015 through September 30, 2017. These projects are listed below with the recommended amount of funding for each project.

ACTIVITIES BEING CONSIDERED FOR FUNDING: After public input, and CDBG Board Approval, City staff is recommending the following activities listed and described below for funding:

<table>
<thead>
<tr>
<th>Activity Name</th>
<th>Estimated Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Section 108 Loan Guarantee Program</td>
<td>$125,786.00</td>
</tr>
<tr>
<td>Downtown Revitalization</td>
<td>$334,000.00</td>
</tr>
<tr>
<td>Housing Assistance/Reconstruction</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Adminstration</td>
<td>$12,920.00</td>
</tr>
<tr>
<td>2016 Estimated Allocation</td>
<td>$624,344.00</td>
</tr>
<tr>
<td>Program Income/Prior Year CDBG Funds</td>
<td>$0</td>
</tr>
<tr>
<td>TOTAL ESTIMATED CDBG FUNDS AVAILABLE</td>
<td>$624,344.00</td>
</tr>
</tbody>
</table>

DESCRIPTION OF ACTIVITIES: The proposed activities are specifically described below:

Section 108 Loan Guarantee Program: 24 CFR 570.701(c) - Repay Section 108 Loan Guarantee funds in the amount of $250,000 at the rate of approximately $105,000 per year for 25 years from Entitlement CDBG funds. The funds will provide non-Federal, non-equity, non-equity shares for an activity determined by the grantees to be appropriate to carry out an economic development program which may include but not limited to grants, loans, loan guarantees, incentive supplements or technical assistance that promotes the long-term economic and social viability of the community. Assistance will be in the form of forgivable loans to property owners for facade improvements of buildings in the downtown district.


PLANNED ACTION: The City will implement the following actions to address the City's goals and objectives:

1. **Plans and Programs**
   - **Housing Development and Reconstruction (24 CFR 570.2801):** To increase the availability of affordable housing, the City will develop and implement strategies to create more housing units and improve existing ones. This includes rehabilitation, reconstruction, and new construction of single-family homes and multi-family apartments for low- and moderate-income families.
   - **Demolition and Clearance (24 CFR 570.2804):** To maintain the housing market, the City will facilitate the demolition of blighted properties and clear land for new development.
   - **Public Services (24 CFR 570.2807):** To enhance community clean-up, the City will engage in community clean-up activities in designated low-income housing target areas.

2. **Transportation**
   - **Transportation (24 CFR 570.2808):** To improve transportation for low-income seniors and persons with disabilities, the City will provide transportation services in designated low-income housing target areas.

3. **Community Development**
   - **Community Development (24 CFR 570.2809):** To improve the quality of life for low-income residents, the City will develop and implement community development strategies that address their needs.

4. **Economic Development**
   - **Economic Development (24 CFR 570.2810):** To attract and retain businesses, the City will develop and implement strategies to improve the economic environment.

5. **Environmental Protection**
   - **Environmental Protection (24 CFR 570.2811):** To protect the environment, the City will implement strategies to reduce pollution and improve air quality.

6. **Mandatory Requirements**
   - **Mandatory Requirements (24 CFR 570.2812):** To comply with federal requirements, the City will implement strategies that meet the requirements set forth by the federal government.
Grantee SF-424's and Certification(s)

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>OMB Number</td>
<td>4346-0005</td>
</tr>
<tr>
<td>Expiration Date</td>
<td>6/9/2019</td>
</tr>
</tbody>
</table>

Application for Federal Assistance SF-424

- **1. Type of Submission**
  - Preapplication
  - Application
  - Continuation
  - Revision
- **2. Type of Application**
  - New
  - Continuation
  - Other (Specify)
- **3. Date Received**
- **4. Applicant Identifier**
  - 01-16-SC-45-0006

- **5. Applicant Information**
  - **Legal Name**: City of Conroe
  - **Employer/Taxpayer Identification Number (EIN/TIN)**: 30385555
  - **Organization EIN**: 07344046130582
  - **Address**:
    - **Street**: 300 N. Davie, Suite 8530
    - **City**: Conroe
    - **State**: Montgomery County
    - **Zip/Postal Code**: 77304-3060
  - **Organizational Unit**:
    - **Department Name**: Community Development
    - **Division Name**: Community Development Block Grant
  - **Person to be contacted**:
    - **First Name**: Nancy
    - **Last Name**: RELEASED
  - **Title**: Director of Community Development
  - **Telephone Number**: 936-522-2666
  - **Fax Number**: 936-522-3064
  - **Email**: nancen@cityofconroe.org

City of Conroe 2016 Annual Action Plan 53
<table>
<thead>
<tr>
<th>Application for Federal Assistance RF-424</th>
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<tbody>
<tr>
<td>19. Type of Applicant 1: Select Applicant Type:</td>
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<td>Type of Applicant 2: Select Applicant Type:</td>
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<td>Type of Applicant 3: Select Applicant Type:</td>
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<tr>
<td>18. Name of Federal Agency:</td>
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<tr>
<td>17. Catalog of Federal Domestic Assistance Number:</td>
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<td>CPDA Title:</td>
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<td>16. Funding Opportunity Number:</td>
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<td>&quot;Title:</td>
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<tr>
<td>15. Competition Identification Number:</td>
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<tr>
<td>14. Area Affected by Project (Cities, Counties, States, etc.):</td>
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<tr>
<td>13. Descriptive Title of Applicant's Project:</td>
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</tbody>
</table>

Action supporting documents as specified in agency instructions

Add Attachments  | Delete Attachments  | View Attachments
**Application for Federal Assistance SF-424**

16. Congressional District(s): [ ] Applicant [ ] Program/Project

Attach an additional list of Program/Project Congressional District(s) if needed.

17. Proposed Project:

<table>
<thead>
<tr>
<th>a. Start Date:</th>
<th>10/01/2016</th>
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</thead>
<tbody>
<tr>
<td>b. End Date:</td>
<td>06/30/2017</td>
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</tbody>
</table>

18. Estimated Funding ($):

| a. Federal | 62,434.45 |
| b. Applicant | 200,000.00 |
| c. State | 1,200,000.00 |
| d. Local | 1,200,000.00 |
| e. Other | |
| f. Program Income | |
| TOTAL | 3,024,434.45 |

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

[ ] a. This application was made available to the State under the Executive Order 12372 Process for review on

[ ] b. Program is subject to E.O. 12372 but has not been adopted by the State for review.

20. Is the Applicant Debarred or Owe Any Federal Debt? (If "Yes," provide explanation in attachment.)

[ ] Yes, [ ] No

"Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, correct and accurate to the best of my knowledge. I also provide the required assurances" and agree to comply with any resulting terms of award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (M.B. Codex, Title 216, Section 1061)

**SIGNED**

**The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.**

Authorized Representative:

<table>
<thead>
<tr>
<th>First Name</th>
<th>Family Name</th>
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<tr>
<td>[ ] Honorably</td>
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<tr>
<th>Nickname</th>
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<td>Last Name</td>
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<th>First Name</th>
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<tr>
<td>Suffix</td>
<td>[ ]</td>
</tr>
</tbody>
</table>

Title: [ ]

*Cell Phone Number: [ ]

**Telephone Number: 236 522 3064**

Tax Number: 236 522 3064

Email: [ ]

Signature of Authorized Representative: [ ]

* Date Signed: 06/25/2016
CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing — The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan — It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Anti-Lobbying — To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction — The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan — The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 — It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature: Authorized Official  Date: 8/29/16
Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation — It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan — Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan — It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds — It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available.

2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2015, 2016, 2017 (or a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements. However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force — It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its
Jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint — Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, I, K and R;

Compliance with Laws — It will comply with applicable laws.

[Signature]
Authorized Official

[Signature]
Mayor

[Date]
OPTIONAL CERTIFICATION
CDBG

Submit the following certification only when one or more of the activities in the action plan are designed
to meet other community development needs having a particular urgency as specified in 24 CFR
570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified
CDBG-assisted activities which are designed to meet other community development needs
having a particular urgency because existing conditions pose a serious and immediate threat to
the health or welfare of the community and other financial resources are not available to meet
such needs.

Signature/Authorized Official        Date

Title
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance - If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction’s consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs - It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance - Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature/Authorized Official

Date

Title
ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long as the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction’s consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from
publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official

Date

Title
HOPWA Certifications

The HOPWA grantee certifies that:

Activities — Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building — Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

__________________________  ______________________
Signature/Authorized Official  Date

__________________________
Title
APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1552, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.