



**Annual Action Plan
2017-2018**

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Community Improvement Department
Neighborhood Services Division
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Executive Summary

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

1. Introduction

Community Development Block Grant (CDBG) Program recipients are required per the U.S. Department of Housing and Urban Development (HUD) to develop an Annual Action Plan component of the five-year Consolidated Plan each year. The Plan serves as the application of funding for the CDBG program and describes the activities that will be undertaken during the next fiscal year. Activities are selected for funding in accordance with the priorities established in the 2015-2019 Consolidated Plan and in accordance with the primary objectives of the CDBG program which are to 1) create suitable living environments 2) provide decent housing and 3) create economic opportunities.

2. Summarize the objectives and outcomes identified in the Plan

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

The Consolidated Plan is one key component of the CDBG Program. It is a planning document in which the City identifies and prioritizes the community's needs over a five-year period. The Consolidated Plan is designed to help local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities. The Consolidated Plan contains certain specific elements required by HUD – summarize the City's priority needs, describe the basis for assigning the priorities, set specific goals and objectives and describe how it plans to allocate funds to meet these identified needs.

3. Evaluation of past performance

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

The City of Delray Beach, as a CDBG entitlement City, receives funding under a formula allocation from HUD. The City's annual allocation has increased slightly from \$435,891 to \$461,097 in 2017.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Delray Beach's City Commission delegates responsibility for the preparation of the Consolidated Plan to the Community Improvement Department/Neighborhood Services Division. The Neighborhood Services Division is responsible for administering the City's housing and neighborhood services programs and develops and manages most contracts with outside agencies and provides housing and social services to residents throughout the City. The City has adopted and follows a Citizen Participation Plan.

5. Summary of public comments

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

As required by HUD, a Needs Assessment Meeting was held on June 19, 2017 at City Hall, 100 NW 1st Avenue, and on June 22, 2017 as part of the Delray Beach Community Land Trust community workshop, held at Old School Square, 51 N. Swinton Avenue, to obtain citizen input. In addition to advertising the public hearings, neighborhood associations, public agencies and other interested parties were notified by flyer, website and email of the date, time, and location of the public hearing. The City also advertised that the plan was available for a 30 day public comment period from July 1, 2017 - August 1, 2017. Although the meetings allowed groups and individuals the opportunity to identify community housing and non-housing needs and to express their views, no comments were received at either public hearing.

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authorized representative of the SUN- SENTINEL, a DAILY
newspaper published in BROWARD/PALM BEACH/MIAMI-
DADE County, Florida; that the attached copy of advertisement,
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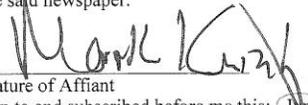
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City of Delray Beach
City of Delray Beach

Was published in said newspaper in the issues of; Jun 06, 2017

5003112

Affiant further says that the said SUN-SENTINEL is a newspaper
published in said BROWARD/PALM BEACH/MIAMI-DADE
County, Florida, and that the said newspaper has heretofore been
continuously published in said BROWARD/PALM
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further says that he or she has neither paid nor promised, any
person, firm or corporation, any discount, rebate, commission or
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Sworn to and subscribed before me this: June 06, 2017.


Signature of Notary Public



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**CITY OF DELRAY BEACH
PUBLIC MEETING NOTICE
COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG)
ANNUAL NEEDS ASSESSMENT
2017/2018 CONSOLIDATED PLAN**
The City of Delray Beach is an entitlement
community eligible to receive federal
funds from the U.S. Department of Housing
and Urban Development (HUD) under the
Community Development Block Grant
(CDBG) Program. The City of Delray Beach
is anticipating the announcement regard-
ing the Fiscal Year (FY) 2017-2018 CDBG
Allocation. In accordance with federal
regulations, 24 CFR, Part 91, the City of
Delray Beach is preparing a draft Con-
solidated Annual Action Plan. This plan
provides a concise summary of the ac-
tions, activities, and specific federal and
non-federal resources that will be used
in that particular year to develop strong,
sustainable, and inclusive communities
and is a component of the 2015-2019
Five Year Consolidated Plan.

The allocation amount for Fiscal Year
(FY) 2016-2017 was \$435,891.00 in CDBG
funds. To date the Department of Housing
and Urban Development (HUD) has
not released allocation amounts for FY
2017-2018. We hope to be able to publicly
announce the actual allocation amounts
before our scheduled City Commission
meeting on August 1, 2017. CDBG funds
will be used for affordable housing related
projects, public services, and possible
infrastructure improvements. As part of
the planning phase, the Department of
Community Improvement, Neighborhood
Services Division will host a public meet-
ing in compliance with federal regulations
governing the Consolidated Planning
process to engage the general public and
private stakeholders in the development
of its 2017-2018 Consolidated Plan. City
of Delray Beach residents, organiza-
tions serving low and moderate income
residents and special needs populations,
and other interested parties are invited
to attend the meeting and provide sug-
gestions and comments on housing and
community development needs on

Monday, June 19, 2017
City Hall First Floor Conference Room
from 6:00 PM - 7:00 PM
100 NW 1st Avenue Delray Beach, FL
33444

The City intends to submit the Consoli-
dated Annual Plan to HUD by August 15,
2017. If you have any questions regarding
this process, the Consolidated Annual
Action Plan or other Neighborhood Ser-
vices Programs, please contact Ferline F.
Mesidort, Neighborhood Services Admin-
istrator at 561-243-7280.
6/6/2017

Order # - 5003112

Notice for Needs Assessment Meeting

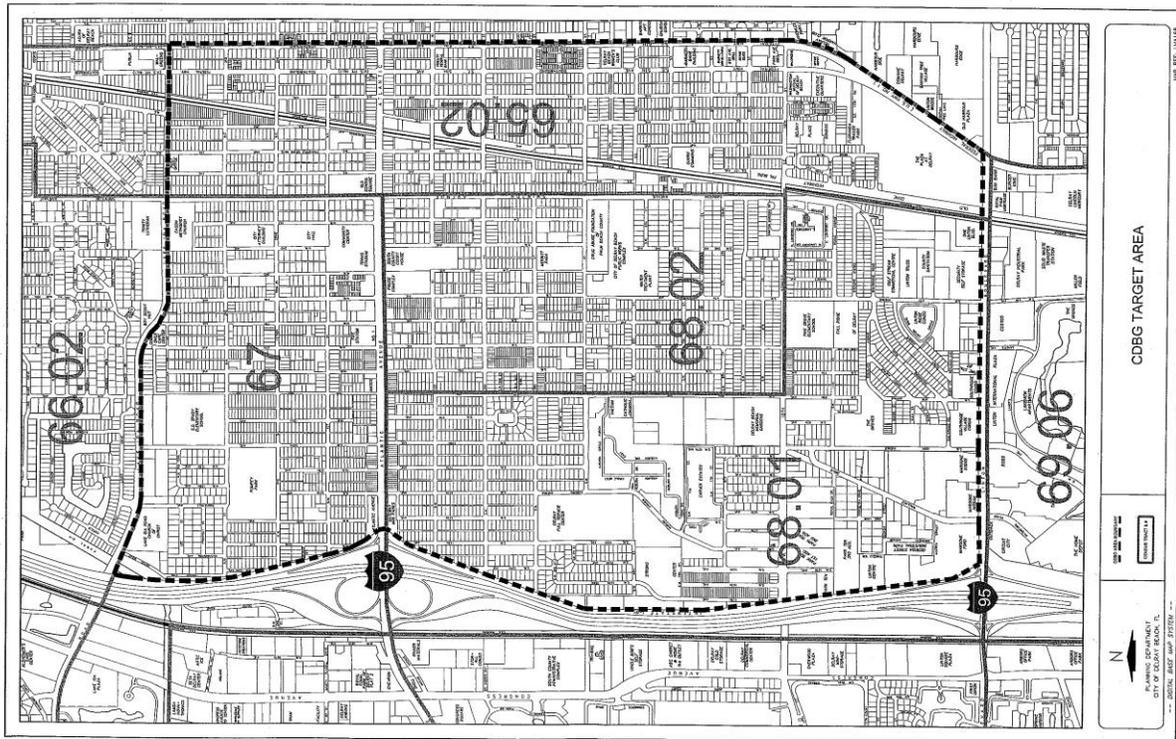
Annual Action Plan
2017

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

No comments or views were presented.

7. Summary

It is always the intent of the City to expend one hundred percent of the activities funded in the 2017-2018 Annual Action Plan within the City of Delray Beach's CDBG target area which encompasses the residential core of the City and to focus on individuals/households between low to moderate income.



CDBG Target Area Map - Census Tracts

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	DELRAY BEACH	Community Improvement Neighborhood Services

Table 1 – Responsible Agencies

Narrative (optional)

As the Division that administers the Community Development Block Grant funds for the City of Delray Beach, Neighborhood Services prepares the Consolidated Plan. Staff interacted with affiliates of local and county government, non-profit housing providers; providers of social services and non-housing community needs; public housing authority and other representatives of various institutions that may have been able to provide information. Two public and additional neighborhood meetings were conducted to introduce and inform residents of the process and collect information necessary to determine the need for the Consolidated Annual Action Plan. The meetings were advertised in the newspaper and residents notified of the neighborhood meetings via homeowner/neighborhood association contacts.

Consolidated Plan Public Contact Information

Ferline F. Mesidort, Administrator of Neighborhood Services Division can be reached in City Hall located at 100 NW 1st Avenue Delray Beach, FL 33444 or via phone 561-243-7203 Ext 7136.

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

1. Introduction

Neighborhood Services Division staff developed the Consolidated Plan through analysis of demographic data, consultation with community groups and concerned citizens, meetings with individual contacts, consultation with public and private agencies, and discussions with other governmental agencies. Representatives of the agencies either attended meetings, or were contacted individually for input.

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

The Palm Beach County Continuum of Care is the countywide strategy (inclusive of Delray Beach) for meeting the needs of individuals and families who are homeless or at risk of becoming homeless. The Continuum of Care known as the Homeless and Housing Alliance of Palm Beach County (HHA) is responsible for developing the homeless delivery system strategy based on information provided by the Continuum of Care members. The HHA Executive Committee serves as the decision-making body responsible for planning evaluation and coordination of HEARTH CoC resources and other relevant homeless funding. The Executive Committee is responsible for managing community planning, coordination and evaluation to ensure that the system of homeless services and housing rapidly ends people’s homelessness permanently. The Committee consists of community-based representatives from government, business, formerly homeless individuals, law enforcement, banking, housing, service providers, faith groups, education, veterans and health care. The HHA collaborates with community task forces to make sure crucial data is included in the Continuum planning process. Delray Beach Housing Authority, Delray Beach Community Land Trust, Delray Beach Community Redevelopment Agency, CROS Ministries, Palm Beach Continuum of Care, Habitat for Humanity and Faith, Hope, Love Charities, Inc. were contacted and participated in a survey completed by residents in helping to identify proposed needs within the City. The results of the survey reflected the most necessary needs as demolition and clearance of blighted structures, owner-occupied rehabilitation assistance and an increase in youth and teen services. The Homeless Coalition of Palm Beach County is responsible for developing the Continuum of Care strategy based on information provided by the Continuum of Care Planning Committee. The Homeless Coalition of Palm Beach County’s Board of Directors is a community-based Board with representatives from government, business, formerly homeless individuals, law enforcement, banking, housing, service providers, faith groups, education, veterans and health care. The Homeless Coalition oversees and coordinates the Continuum of Care Planning Committee and all its sub-committees. The Coalition collaborates with community task forces to make sure crucial data is included in the Continuum planning process. Delray Beach Housing Authority, Delray Beach Community Land Trust, Delray Beach Community Redevelopment Agency, CROS Ministries, Palm Beach Continuum of Care, Habitat for

Humanity and Faith, Hope, Love Charities, Inc. were contacted and participated in a survey completed by residents in helping to identify proposed needs within the City. The results of the survey reflected the most necessary needs as demolition and clearance of blighted structures, owner-occupied rehabilitation assistance and an increase in youth and teen services.

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 Continuum of Care planning occurs through an inclusive process consisting of the following Committees: HHA Executive Committee, HMIS Oversight Committee (Performance Measures Subcommittee of HMIS), Housing Inventory/Unmet Needs Committee, Financial Committee, Youth Focused Committee, Standard Policies and Procedures Committee, Membership Committee, Training Committee, Non-Conflict Grant Review Committee - as needed, PIT Committee- as needed, Task Specific Work Groups (Homeless Resource Center Workgroup), and the Veterans Coalition. The Continuum of Care planning occurs through an inclusive process consisting of the Continuum of Care Planning Committee and the following subcommittees: the Bed and Gaps Committee, the HMIS (technology) Steering Committee, the Standards of Care Committee, the Mainstream Resources Committee, the Glades Homeless Committee, the Service Provider Network, the Emergency Shelter Grant Program Board (ESG), Consolidated Plan Committee, Discharge Planning Committee and Family Empowerment Committee (FEC).

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 Continuum of Care system begins with the Homeless Management Information System or HMIS. Homeless Individuals are navigated through the system either by telephone or through direct contact during Outreach efforts. A countywide one day "point-in-time" count was conducted by the HHA in January 2017. The Point-In-Time count is generally conducted to identify the number of homeless individuals and families in the county. It also serves to measure the needs of the homeless as well as provide direction for future development of housing and services. The last report showed 99 unsheltered homeless individuals in Delray Beach, or 9% of the total counted in the County were located within the 33444 zip code and CDBG target area. (Source: Palm Beach County Homeless Continuum of Care Point-in-Time Homeless County, 2017).

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Delray Beach Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has an ongoing relationship with the Delray Beach Housing Authority. The agency has participated in the Needs Assessment meeting and was sent an assessment survey for completion.
2	Agency/Group/Organization	Delray Beach Community Land Trust
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeownership/Rental
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has an ongoing relationship with the Delray Beach Community Land Trust. The agency has participated in the Needs Assessment meeting and was sent an assessment survey for completion.
3	Agency/Group/Organization	Habitat for Humanity of South Palm Beach County
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeownership
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City has an ongoing relationship with Habitat for Humanity of South Palm Beach County (Community Land Trust). The agency was sent an assessment survey for completion.

4	Agency/Group/Organization	Homeless and Housing Alliance of Palm Beach County
	Agency/Group/Organization Type	Housing Services-homeless Other government - County
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Staff spoke with staff via meeting and electronic transfer of information.

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

All partnering agencies were contacted. Most participated in the needs assessment process.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Palm Beach County Continuum of Care	

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

In preparation of the Annual Plan, the City held a Needs Assessment Meeting on June 19, 2017 in City Hall's First Floor Conference Room to discuss the CDBG program and our funding sources. Several other meetings were held within the community to supplement this discussion. Through these meetings and a community survey, ideas were solicited from the public. The second public hearing is scheduled for August 1, 2017.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	City Residents and Agencies	There were 2 in attendance.	Several questions were asked regarding eligible activities and about the application process for receiving public service funds.	All comments from the public were accepted and answered.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	DBCLT Workshop	Residents within target area	There were 21 in attendance.	No comments were asked regarding eligible activities and about the application process for receiving public service funds.	N/A	
3	Internet Outreach	City residents/City wide/Target Area	Approximately xxx persons have completed the needs assessment survey to date.			
4	Public Hearing	City Residents/City Commission	The commission meetings are well attended. Sign-in Sheet attached reflects number present.	No comments received to date.	All comments from the public were accepted and answered.	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Delray Beach anticipates the receipt of CDBG funds in the amount of \$ 461,097 during the next fiscal year which begins October 1, 2017 to September 30, 2018. In addition to the annual allocation, the City will also have available unexpended funds from prior year of approximately \$500,000. This brings the total available CDBG funds for the program year to about \$935,891. The entitlement program rule is that a grantee cannot have more than 1.5 times its annual allocation in its line of credit sixty days prior to the end of the program. The City makes every effort in administering CDBG activities for the timely expenditure of funds. We do not anticipate any program income since no projects have been funded to likely generate any program income.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	435,891	0	0	435,891	500,000	All CDBG funds are to be used in accordance with the approved Annual Action Plan to address the priority needs and goals and objectives identified.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Acquisition Admin and Planning Housing Other	273,351	0	0	273,351	0	
Other	public - local	Admin and Planning Economic Development Other	166,155	0	0	166,155	0	

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

It is always the intent of the City to leverage funds whenever possible. Federal, State and Local resources will be utilized to provide direct assistance to eligible households, as well as to leverage private investment in the area. The City expects to receive funds for housing objectives from several sources.

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 City under its Neighborhood Stabilization Program during 2010-2015 purchased eighteen properties; seventeen were sold to households at or below 120% of the area median income. The City has researched the number of parcels it currently owns. City staff is working to identify

parcels and how to properly allocate them to address the needs in the plan. In conjunction with the CRA, property is regularly earmarked for the construction of affordable housing in partnership with the School Board of Palm Beach County through the Atlantic Community High School's Construction Academy. The program is designed for the students in the program to design and construct a single-family residence (the "Eagle Nest House") to be sold to an eligible first-time homebuyer through the City's homebuyer program. The third property is at mid-completion. The Delray Beach Community Land Trust asset portfolio consists of over 80 properties. They remain the managing agent for the Delray Beach Community Redevelopment Agency properties identified as Palm Manor Apartments (25 units) and the SW 12th Avenue Duplexes (10 units). Construction has been completed for two (2) newly constructed homes within the Atlantic Park Square Project and two new homes on NW 5th Avenue in partnership with New Urban Lighthouse, LLC. Properties are slated to close in July 2017. The Eagle's Nest 3 property should be ready for sale in the beginning of 2018.

Discussion

The City's primary focus over the next year will continue to be the development and maintenance of affordable housing within its jurisdiction. The City plans to accomplish approximately 10 substantial housing rehabilitation projects, at least 3 of which will be committed to homeowners at or below 50% of the area median income. A combination of CDBG and CRA funds will be used to fund the City's housing objectives. Currently, the City awaits the completion of its housing study to assist in determining what the greatest housing needs and priorities are.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner-Occupied Rehabilitation	2015	2019	Owner-Occupied Rehabilitation	CDBG TARGET AREA	Owner-Occupied Rehabilitation	CDBG: \$75,335 Community Redevelopment Agency: \$35,000 State Housing Initiatives Partnership: \$180,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit
2	Public Service	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Public Service	CDBG: \$69,165	Public service activities for Low/Moderate Income Housing Benefit: 200 Households Assisted
3	Economic Development	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Economic Development	CDBG: \$25,000 Community Redevelopment Agency: \$35,000	Businesses assisted: 0 Businesses Assisted
4	Program Administration	2015	2019	Program Administration	CDBG TARGET AREA	Planning and Administration	CDBG: \$92,219	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Owner-Occupied Rehabilitation
	Goal Description	
2	Goal Name	Public Service
	Goal Description	
3	Goal Name	Economic Development
	Goal Description	
4	Goal Name	Program Administration
	Goal Description	

Table 7 – Goal Descriptions

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

Affordable housing is provided through the City's partnership with the Delray Beach Housing Authority. The City does not currently have legal ownership of any rental developments however we propose to assist up to five extremely-low to moderate income families with homeownership assistance and to sustain up to four (4) under the housing rehabilitation strategy under our Community Development Block Grant and State Housing Initiatives Partnership program.

AP-35 Projects – 91.220(d)

Introduction

The City of Delray Beach's priority needs objectives are as follows:

#	Project Name
1	PROGRAM ADMINISTRATION
2	HOUSING REHABILITATION
3	PUBLIC SERVICE
4	MICROENTERPRISE TECHNICAL ASSISTANCE

Table 8 – Project Information

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

The City of Delray Beach will continue providing funding for a variety of housing and community development projects and programs designed to meet the diverse needs of its citizens.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	PROGRAM ADMINISTRATION
	Target Area	CDBG TARGET AREA
	Goals Supported	Program Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$92,219
	Description	This project provides for the eligible costs associated with the administration of the city's CDBG program and neighborhood services division. Eligible administration costs include staff and related costs required for program management, coordination, monitoring, reporting, evaluation and oversight. These costs are subject to a statutory limitation of not more than 20% of the annual grant funds plus program income.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	These funds will be used for program management, coordination, monitoring , and evaluation of the CDBG program and the overall administration of the Neighborhood Services Division.
2	Project Name	HOUSING REHABILITATION

	Target Area	CDBG TARGET AREA
	Goals Supported	Owner-Occupied Rehabilitation Program Administration
	Needs Addressed	Owner-Occupied Rehabilitation Planning and Administration
	Funding	CDBG: \$75,336 Community Redevelopment Agency: \$35,000 State Housing Initiatives Partnership: \$180,000
	Description	This project addresses building and code violations, interior and exterior building, electrical and plumbing problems, health and safety issues, and the retrofit of special items for those with special needs. This project also provides for staff costs and related expenses required for outreach efforts for marketing the program, rehabilitation counseling, screening potential applicant households and structures, preparing work specifications and bid packages, inspections, eligibility determinations and other services related to assisting owners, contractors and other entities who are participating in eligible rehabilitation activities.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Projects are determined based on homeowner application. Presently, applications are in various stages of the process (waiting list, eligibility phase and/or pending Commission approval). We anticipate more will be received with the availability of funds.
3	Project Name	PUBLIC SERVICE
	Target Area	CDBG TARGET AREA
	Goals Supported	Public Service

	Needs Addressed	Public Service
	Funding	CDBG: \$69,164
	Description	The objective of the project is to improve and expand public service that address senior services, crime prevention, child care, youth services, fair housing counseling, recreational services, tenant/landlord counseling and employment training.
	Target Date	9/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Activities under this objective will be used to improve and expand public service that address senior services, crime prevention, child care, youth services, fair housing counseling, recreational services, tenant/landlord counseling and employment training.
4	Project Name	MICROENTERPRISE TECHNICAL ASSISTANCE
	Target Area	CDBG TARGET AREA
	Goals Supported	Economic Development
	Needs Addressed	Economic Development
	Funding	:
	Description	To provide technical assistance to eligible microenterprise businesses to carry out an economic development project.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	

	Location Description	
	Planned Activities	Activities under this project would be to provide technical assistance such as market feasibility, operations planning to obtain funding to eligible microenterprise businesses to carry out an economic development project.

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

Activities and programs funded focus on the area identified as the City of Delray Beach's CDBG target area which encompasses the residential core of the City. The boundaries of the CDBG target area extend from Lake Ida Road (North) to Linton Boulevard (South), and from Interstate 95 (West) to U. S. 1 (East). This area includes twenty-eight residential neighborhoods and the downtown business district. The majority of the City's minority and low-income population is concentrated within the 728 acres that make up the residential core.

Geographic Distribution

Target Area	Percentage of Funds
CDBG TARGET AREA	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City of Delray Beach is considered an Entitlement City and our entitlement is directly linked to the City's demographic profile. The City's CDBG target area was designated based on the desire to direct resources and services to areas with the highest concentration of poverty, blighted conditions, and economic problems.

Discussion

The area contains approximately 4,384 dwelling units, including single family, duplex, and multi-family units. Two (2) affordable housing projects, Allamanda Gardens, consisting of thirty-six single family unit and Swinton Gardens, an 11 unit single-family development, and eight (8) workforce housing developments, Swinton Square consisting of 20 mixed-residential family units, Auburn Trace consisting of 264 mixed residential units, Village at Delray consisting of 192 mixed residential units, Village Square Phase 1 consisting of 144 mixed residential units located in the target area. There are currently five (5) single family homes being built as part of the workforce housing restrictive covenant.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Neighborhood Services staff develops the Action Plan through analysis of demographic data, consultation with residents, meeting with individual contacts, consultations with public and private agencies, and discussions with other governmental agencies. Representatives of the following agencies either attended meetings or were contacted individually for input: The Delray Beach Housing Authority, The Delray Beach Community Redevelopment Agency, Achievement Centers for Children and Families, CROS Ministries/ Caring Kitchen, Delray Beach Community Land Trust, Legal Aid Society of Palm Beach County, Urban League of Palm Beach County and The Palm Beach County Human and Veterans Services,. All neighborhood residents within the CDBG target area were encouraged to attend meetings and participate in the Action Plan process.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	8
Special-Needs	2
Total	10

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

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

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

Discussion

The City will continue to have formal partnerships in place with many of the community partners listed above. Joint planning activities occur on an on-going basis to develop collaborative projects and initiatives consistent with the community’s objectives. The City provides direct funding for many of the programs and services provided by partner agencies and are directly involved in the monitoring and oversight of those programs and activities. Some goals identified above are being met through other funding sources.

AP-60 Public Housing – 91.220(h)

Introduction

The City works very closely with the Delray Beach Housing Authority (DBHA) which currently manages the City's Section 8 program. The DBHA is a public housing authority separately chartered under State law responsible to a Board of Directors. The Authority is governed by seven Commissioners, each appointed by the City Commission for a term of four years. The DBHA Board hires its own executive director, who is responsible for hiring, contracting and procurement, provision of services, review of proposed development sites, and comprehensive planning of the public housing authority. The DBHA submits a Public Housing Agency Five -Year and Annual Plan which details the housing authority's plans for the next five years and their priorities (incorporated in this plan by reference).

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

One of the strengths of the DHBA is the longevity of its administrative personnel of more than 40 years and operations since 1973. The agency provides rental assistance programs; the Section 8 Choice Voucher Program and the Public Housing Program and a Family Self-Sufficiency Program as well. This reflects program continuity and stability.

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

The DBHA's Family Self-Sufficiency Program promotes employment and increased savings for families served through the Section 8 subsidized housing program. It also helps them to become economically independent, get jobs, further their education and eventually purchase a home.

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

The DBHA is not a Troubled Agency.

Discussion

The Delray Beach Housing Authority is an organization dedicated to improving the quality of life for low and moderate income families, and providing the opportunity for self-sufficiency by guaranteeing safe, quality housing. There is a definite need for additional public housing units in Delray Beach evident through the numerous call for affordable rental units and the needs assessment survey recently received. The DBHA's strategy for extending the supply of assisted housing include (a) applying for additional rental vouchers; (b) reducing public housing vacancies; (c) leveraging private/other public funds to create additional housing opportunities, and to acquire or build additional units and developments.

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

Introduction

Presently, the City partners with CROS Ministries which has operated the Caring Kitchen over twenty years. The program serves the homeless, individuals and families with low-incomes, people with disabilities, and senior citizens. Volunteers and staff provide breakfast and hot lunches five days a week, evening hot meals four nights a week, meals to the home-bound three days a week, and bagged lunches on the weekend. The agency also provides emergency services, advocacy, and long-term self-sufficiency. Palm Beach County houses the Senator Philip D. Lewis Center which opened in July 2012 as Palm Beach County's first homeless resource center. The center assists individuals who are homeless in Palm Beach County through outreach, assessment, and housing. Homeless Services staff assess individuals at the Lewis Center for Housing Focused Services and provide Case Management to homeless individuals in Transition. Services are prioritized to the most vulnerable homeless persons. Palm Beach County is transitioning services towards a Housing First philosophy in its practices. Services are prioritized utilizing the Service Prioritization Decision Assistance Tool (SPDAT).

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

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

The City will continue to partner with agencies like CROS Ministries and the Palm Beach County Department of Human and Veterans Services to assist in furthering its mission to serve the homeless and hungry in Palm Beach County through community collaborations. The City continues to provide office and pantry space to CROS Ministries to provide the services referenced above. Through this partnership, an increase in service is anticipated. The agency this year served an average of 293 households, 642 individuals and 191 children.

Addressing the emergency shelter and transitional housing needs of homeless persons

Currently, the City refers persons requiring emergency shelter and transitional housing to the Senator Philip D. Lewis Center. To assist individuals who are homeless in Palm Beach County through outreach, assessment, and housing. Services are prioritized to the most vulnerable homeless persons. Palm Beach County is transitioning services towards a Housing First philosophy in its practices.

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

There are currently several organizations within Palm Beach County that can assist in varying degrees to help homeless persons transition to permanent housing. The City will continue to refer persons requiring assistance to these agencies i.e, Senator Phillip D. Lewis Center, The Lord's Place, Family Promise, Adopt-a-Family, etc.

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.

Through the various partnerships the City has, the avoidance of becoming homeless is greatly decreased. The City will continue to refer persons requiring assistance to the proper agencies specialized to assist.

Discussion

The City has created a homeless task force including staff, non-profit housing partners of Delray Beach Community Redevelopment Agency (CRA), Delray Beach Housing Authority (DBHA), Delray Beach Community Land Trust (DBCLT), Habitat for Humanity of South County which meets to discuss the best methods to address the homeless concern within the City parameters. Staff is actively engaged in County meetings to effectively coordinate services within the County. We continue to refer persons requiring emergency shelter and transitional housing to the appropriate centers.

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

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

Introduction

Housing affordability is a key component to the quality of life for the City's residents. Some obstacles that impede housing availability include low household income, lack of education, training, or jobs, cost of land and construction costs, lack of affordable housing stock, lack of affordable rental units and lack of funding for housing programs. In recent years the City of Delray Beach has explored mechanisms to maintain and encourage production of affordable housing in recognition of quickly escalating real estate values.

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

Eliminating barriers to affordability has been the primary objective of the Delray Beach Community Land Trust (DBCLT) program since its inception in 2006. In July 2006 of that year the City transitioned its First Time Homebuyer Program, which provided traditional down payment assistance and included a Sub-recipient Partnership Program with the DBCLT for the purpose of creating affordable homeownership opportunities. Over the years, through the Neighborhood Stabilization Program (NSP), partnerships with the Delray Beach Housing Authority has been key in the transfer of foreclosed properties. With the increase in State funds, the City will continue to provide down payment assistance and closing cost funds necessary to assist an income eligible buyer obtain affordable properties.

Discussion

The City continues to identify and reduce any barriers to affordable housing through increased communications with housing and non-profit housing providers within the industry.

AP-85 Other Actions – 91.220(k)

Introduction

The Action Plan is to be carried out through a network of public, private, and non-profit organizations, many of which participated in the public participation process. The City's Community Improvement Neighborhood Services Division has been working with these agencies to construct affordable housing, improve neighborhoods, and establish services for all segments of the City's population.

Actions planned to address obstacles to meeting underserved needs

The City of Delray Beach will continue providing funding for a variety of housing and community development projects and programs designed to meet the diverse needs of its citizens. On an on-going basis the City is involved with numerous initiatives and has forged successful partnerships with key agencies to provide a wide array of services to residents in need.

Actions planned to foster and maintain affordable housing

A variety of affordable housing units have come on line within the designated target area over the past 10 years including two owner-occupied single family subdivisions, 175 new infill single family units, six CODA units: three owned by Delray Beach Community Redevelopment Agency (CRA) and three by the Delray Beach Community Land Trust (DBCLT), 59 owner-occupied lessees, three (3) rental, and two (2) lease purchase CLT properties, three (3) Eagle's nest homes (one under construction) through the partnership of the City, CRA and Atlantic High School's Construction Academy, an additional five (5) as part of the Metropolitan's requirements under the "Workforce Housing" ordinance, 20 workforce town homes and 542 affordable rental units. With the implementation of the Workforce Housing ordinance, approximately 500 units will be included within the next five years.

Actions planned to reduce lead-based paint hazards

HUD lead based paint regulations are applicable to rehabilitation activities that are funded under the CDBG program. During FY 2017-2018, the City will continue to implement its housing related activities in a manner which assesses lead-based paint risk throughout the target area. When providing assistance under housing programs, the City consistently provides all clients and potential clients with the "Lead-Based Paint" pamphlet that describes hazards of lead-based paint. When lead is detected in items to be disturbed by housing rehabilitation or on mouthable surfaces, the work-write up incorporates measures for contaminated areas. This involves qualified contractors using safe lead practices. After housing rehabilitation is completed in such units, a clearance test is performed to ensure the home is lead-free.

Actions planned to reduce the number of poverty-level families

The City of Delray Beach's anti-poverty strategy will assist in reducing the number of poverty level

families by increasing access to the following services and programs: 1) Programs supporting and encouraging community and neighborhood maintenance 2) Affordable housing in perpetuity to special needs, low/moderate income, and below poverty level families with the help of various nonprofit organizations. 3) Employment and training programs to improve the academic, basic, and technical skills of low/moderate income persons to aid in obtaining or improving their earning capacity through the financial empowerment program under Urban League of Palm Beach County 4) Educational outreach for low/moderate income families, particularly those with special needs by working with banks, insurance companies regarding credit worthiness, and property protection.

Actions planned to develop institutional structure

Measurable strengths of the delivery system of housing and community development programs include the number of lenders and financial institutions participating in the Community Land Trust/ Purchase Assistance Program, as well as the number of foundations, non-profit agencies and for-profit developers in the community actively participating in a variety of activities benefiting the community.

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

The Neighborhood Resource Center which opened in August 2006, continues to uphold its mission by enriching the quality of life of City residents and promoting a sense of community through the delivery and connection of services that educate, develop financial management skills, and promote productive lifestyles. During program year 2017-18 the NRC office space will continue to serve as home to agencies such as the Delray Beach Community Land Trust, CROS Ministries/Caring Kitchen, Legal Aid of Palm Beach County and Urban League of Palm Beach County. The City is always seeking to provide available space at the NRC to provide additional services within the CDBG target area. The City will continue to utilize its unique network of neighborhood associations to foster communication between the City and the neighborhoods at the resident level. In doing so, the Neighborhood Services Division can gain important feedback and citizen input from the residents themselves and overcome obstacles as they present themselves.

Discussion

During the 2017-18 program year, the City of Delray Beach will continue to conduct random on-site monitoring visits to selected housing rehabilitation projects from the past 12-18 months. Additionally, the Division conducts on site visits to each public service subrecipient every other year or as necessary to ensure compliance with all federal regulations and City policies. In addition, all documentation pertaining to subrecipient activities and monitoring is retained at the Neighborhood Services Division. Files include site visit reporting, before and after condition assessments and evaluations of measurable results.

Program Specific Requirements

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

Introduction

The City under section AP-20 "Annual Goals and Objectives" have identified its targeted activities planned with respect to all CDBG funds expected to be available during the program year (including program income that will have been received before the start of the next program year). Unfortunately, the City does not receive HOME/American Dream Downpayment Initiative (ADDI) or Emergency Shelter Grant (ESG) funds.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

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

Other CDBG Requirements

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

Discussion

One hundred percent of activities funded in the 2016-2017 Annual Action Plan focus on the City of Delray Beach's CDBG target area which encompasses the residential core of the City. The City does not anticipate the receipt of any program income.

Attachments

