

Community Development Block Grant (CDBG) **Consolidated Annual Action Plan**

Fiscal Year 2019-2020
Fifth Year of the Five-Year Consolidated Plan



Shelly Petrolia, Mayor
Shirley Johnson, Vice-Mayor
Bill Bathurst, Deputy Vice-Mayor Commissioner
Adam Frankel, Commissioner
Ryan Boylston, Commissioner
Neal de Jesus, Interim City Manager

City of Delray Beach
Community Improvement Department
Neighborhood Services Division
100 NW 1st Avenue
Delray Beach, Florida 33444

David Weatherspoon, Interim Director, Neighborhood and Community Services
Ferline F. Mesidort, Neighborhood Services Administrator



NEIGHBORHOOD and
COMMUNITY SERVICES
(Formerly Community Improvement Department)
August 2019

Annual Action Plan
2019

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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 \$511,162 to \$518,054 in 2019.

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 Neighborhood and Community Services 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 May 20, 2019 at City Hall, 100 NW 1st 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 June 16, 2019 - July 17, 2019. Although the meetings allow individuals and groups the opportunity to identify community housing and non-housing needs and to express their views, no comments were received at either public hearing.

SUN-SENTINEL

SUN-SENTINEL
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STATE OF FLORIDA

COUNTY OF: BROWARD/PALM BEACH/MIAMI-
DADE

Before the undersigned authority personally appeared
MARK KUZNITZ, who on oath says that he or she is a duly
authorized representative of the SUN- SENTINEL, a DAILY
newspaper published in BROWARD/PALM BEACH/MIAMI-
DADE County, Florida; that the attached copy of advertisement,
being a Legal Notice in:

The matter of 11720-Notice of Public Meeting

City of Delray Beach/City Clerk's Office
Monday
May 20, 2019
COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG) ANNUAL NEEDS ASSESSMENT 2019-
2020 CONSOLIDATED PLAN

Was published in said newspaper in the issues of; May 09, 2019

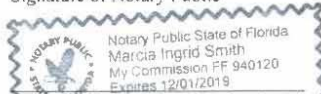
6275072

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
BEACH/MIAMI-DADE County, Florida, each day and has been
entered as second class matter at the post office in BROWARD
County, Florida, for a period of one year next preceding the first
publication of the attached copy of advertisement; and affiant
further says that he or she has neither paid nor promised, any
person, firm or corporation, any discount, rebate, commission or
refund, for the purpose of securing this advertisement for publication
in the said newspaper.

Mark Kuznitz
Signature of Affiant

Sworn to and subscribed before me this: May 09, 2019.

Marcia JH
Signature of Notary Public



Name of Notary, Typed, Printed or Stamped
Personally Known (X) or Produced Identification ()

RECEIVED
MAY 14 2019
CITY CLERK

CITY OF DELRAY BEACH
PUBLIC MEETING NOTICE
COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG)
ANNUAL NEEDS ASSESSMENT
2019-2020 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 regarding
the Fiscal Year (FY) 2019-2020 CDBG
Allocation. In accordance with federal
regulations, 24 CFR, Part 91, the City of
Delray Beach is preparing a draft Consolidated
Annual Action Plan. This plan
provides a concise summary of the actions,
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.

As part of the planning phase, the Department
of Community Improvement, Neighborhood
Services Division will host a public meeting
in compliance with federal regulations governing
the Consolidated Planning process to engage
the general public and private stakeholders
in the development of its 2019-2020
Consolidated Plan. City of Delray Beach
residents, organizations serving low-to-
moderate income residents and special
needs populations, and other interested
parties are invited to attend the meeting
to provide suggestions and comments
on housing and community development
needs on

Monday, May 20, 2019
City Hall First Floor Conference Room
from 6:00 PM - 7:00 PM
100 NW 1st Avenue
Delray Beach, FL 33444

The City plans to submit the Consolidated
Annual Plan to HUD by August 15, 2019.
If you have any questions regarding this
process, the Consolidated Annual Action
Plan or other Neighborhood Services Programs,
please contact Terline F. Mesdort,
Neighborhood Services Administrator at
561-243-7280.
5/9/2019

Order # - 6275072

Notice for Needs Assessment Meeting May 20, 2019

Annual Action Plan
2019

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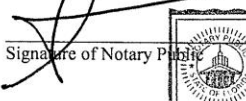
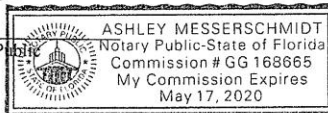
State Of Florida
County Of Broward

Before the undersigned authority personally appeared
MARK KUZNITZ, who on oath says that he or she is a duly authorized representative of the SUN-
SENTINEL, a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County,
Florida; that the attached copy of advertisement, being a Legal Notice in:

The matter of 11745-Other Legal Notices ,
City of Delray Beach/City Clerk's Office
2019-2020 Allocation of Funds
Was published in said newspaper in the issues of; Jun 16, 2019

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 BEACH/MIAMI-DADE County, Florida, each day and has been
entered as second class matter at the post office in BROWARD County, Florida, for a period of one year
next preceding the first publication of the attached copy of advertisement; and affiant further says that
he or she has neither paid nor promised, any person, firm or corporation, any discount, rebate,
commission or refund, for the purpose of securing this advertisement for publication in the said
newspaper.


Signature of Affiant
Sworn to and subscribed before me this: August 08, 2019.


Signature of Notary Public


Name of Notary, Typed, Printed, or Stamped
Personally Known (X) or Produced Identification ()

Sold To:
City of Delray Beach/City Clerk's Office - CU00111200
100 NW 1st Ave
Delray Beach, FL 33444-2612

Bill To:
City of Delray Beach/City Clerk's Office - CU00111200
100 NW 1st Ave
Delray Beach, FL 33444-2612

Affidavit Delivery Method: U.S. Mail
Affidavit Email Address:
6337404

**CITY OF DELRAY BEACH
NOTICE OF AVAILABILITY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

FY 2019-2020 CDBG CONSOLIDATED ANNUAL ACTION PLAN
is available for review at:
• Neighborhood Services Division, City Hall, 100 NW 1st Avenue, Delray Beach
• City's Website www.delraybeachfl.gov

The U.S. Department of Housing and Urban Development (HUD) requires that an Annual
Action Plan for the City of Delray Beach be proposed, then adopted by the City Com-
mission and approved by HUD, before the City can receive Community Development
Block Grant (CDBG) funds. The Program Year includes \$518,054 in CDBG funds available
October 1, 2019, for the fifth year of the City's 2015-2020 Five-Year Consolidated Plan.
The primary objective of the CDBG program is the development of viable urban com-
munities characterized by the provision of decent housing, a suitable living environment,
and expanding economic opportunities for individuals/households of low- to moderate-
incomes. Each CDBG activity must specifically address one of the following national
objectives: 1. to benefit low- to moderate-income households; 2. to aid in the prevention
or elimination of slum or blight; 3. to meet community development needs having a par-
ticular urgency. The City CDBG entitlement for FY 2019-20 has been categorized by the
following proposed objectives:

HOUSING Owner Occupied Housing Rehabilitation	\$ 336,736
PUBLIC SERVICE Funds in support of various eligible public service activities consistent with needs identified in the City's Five-Year Consolidated Plan and are subject to a 15% cap of annual allocation.	\$ 77,708
CDBG PROGRAM ADMINISTRATION General management, oversight, and coordination of the CDBG program & NS Division	\$ 103,610
TOTAL CDBG EXPENDITURES	\$ 518,054

The first meeting was held on May 20, 2019. The second public hearing is scheduled for
July 9, 2019 at 4:00 p.m. during the City Commission Meeting and will be held at Delray
Beach City Hall, 100 NW 1st Avenue, Delray Beach, FL 33444.

The proposed Annual Action Plan is available at the locations above. All written com-
ments received in the Neighborhood Services Division at the address below by July 17,
2019, will be responded to prior to submittal to HUD. To submit written comments or if
you require further information, please call Ferline F. Mesidor, Neighborhood Services
Administrator, at (561) 243-7280 or visit the City's Neighborhood Services Division at Del-
ray Beach City Hall, 100 NW 1st Avenue, Delray Beach, FL 33444. Citizens who require
special assistance are encouraged to call the above telephone number so that special
arrangements can be made.
6/16/2019

Notice for Public Hearing July 9, 2019

Annual Action Plan
2019

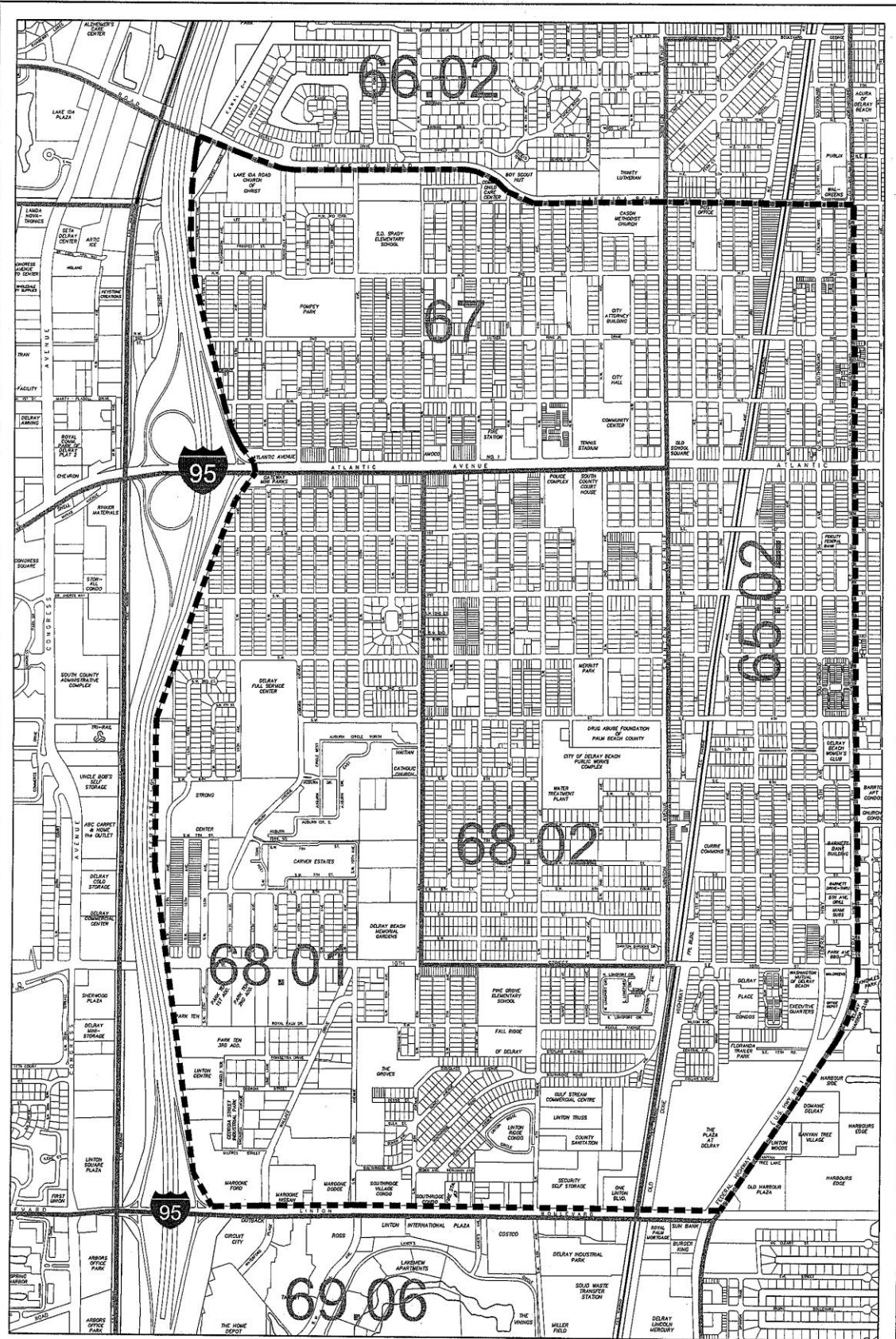
5

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 2019-2020 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.



CBDG 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	Neighborhood & Community 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 neighborhood meetings were conducted to introduce and inform residents of the process and collect information necessary to determine the priority needs for the Consolidated Annual Action Plan. The meetings were advertised in the newspaper and residents notified of the neighborhood meetings through 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 by phone 561-243-7280.

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. 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.

The 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 Boys and Girls Club of Palm Beach County were contacted and participated in a survey completed by non-profits/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, 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; Veterans Coalition. Several Not-For-Profits from Delray Beach are long standing members of the Homeless and Housing Alliance and participate in the CoC and its Sub-Committees as well as all training events. These Not-For-Profits also participate in the CoC's Homeless Management Information System and Coordinated Entry through the County's only Homeless Resource Center. These agencies are also participating in the County's Collective Impact Forums which are being held to develop the County's next strategic plan to end homelessness.

The Continuum of Care planning occurs through an inclusive process consisting of the following Committees: HHA Executive Committee, HMIS Oversight Committee (Performance Measures Sub-Committee 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. The CoC and community partners have been participating on the Delray Beach Homeless Task Force which is evaluating strategies specific to addressing homelessness in Delray Beach. Targeted outreach efforts have been conducted in Delray Beach through a Homeless Project Connect coordinated by the Homeless Coalition of Palm Beach County. Over the past three years, members of the Delray Beach Homeless Task Force along with City of Delray Beach Staff have participated in the Point-In-Time Counts (PIT). 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. During the 2019 PIT Count, 72 persons were counted as unsheltered individuals within Delray Beach (10% of the total Palm Beach County unsheltered). This was increase from 2018 totals of 68. Within the two years, there is still a 6% decrease in the number of unsheltered individuals identified during the PIT Count.

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 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 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 has participated in the Needs Assessment meeting and was sent an assessment survey for completion.

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

All partnering agencies were contacted. All 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 May 20, 2019 in the City Hall First Floor Conference Room to discuss the CDBG program and our funding sources. Through these meetings and a community survey, ideas were solicited from the public. The second public hearing is scheduled for July 9, 2019.

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	Persons with disabilities City Residents and Agencies	There were 4 non-profit representatives in attendance.	Several questions were asked regarding the application process for receiving public service funds.	All comments from the public were accepted and answered during the meeting.	
2	Community Outreach Meeting	Non-English Speaking - Specify other language: Haitian-Creole Residents within target area	There were approximately 13 residents in attendance.	No comments were asked regarding eligible activities. Questions were posed about current process to apply for assistance.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	City residents/City wide/Target Area	Approximately 10 persons have fully completed the needs assessment survey to date.			
4	Public Hearing	City Residents/City Commission	The Consolidated Plan appears as a Public hearing item. Item is open for public comment. Certification is included as backup support reflecting approval of the plan.	No comments received to date.		

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 \$ 518,054 during the next fiscal year which begins October 1, 2019 to September 30, 2020. In addition to the annual allocation, the City will also have available unexpended funds from prior year of approximately \$350,000. This brings the total available CDBG funds for the program year to about \$861,162. 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.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	518,054	0	0	518,054	350,000	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 Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - state	Acquisition Admin and Planning Housing Other	87,747	0	0	87,747	0	The SHIP Program furthers the housing element objective of providing increased housing opportunities for low-income persons.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,840,000	0	Annual Action	3,840,000	0	In 1988 the City received a \$ 3.8 million Urban Development Action Grant (UDAG) for the construction of 256 rental apartments in the SW quadrant of the City. Total project cost was \$ 14.4 million. The project involved the City loaning the grant proceeds plus an additional \$ 768,000, plus making a \$ 200,000 grant, and transferring the site to Auburn for a purchase money mortgage of \$ 730,000. The UDAG loan was to be repaid in 15 years, with the City receiving additional interest based on cash flow and potential sale proceeds from the project. Over numerous years, support of administration costs and maintenance of the Neighborhood Resource Center building which provides social services and housed at 141 SW 12th Avenue and 145 SW 12th Avenue Delray Beach, FL 33444 has relied on the interfund transfer of UDAG contribution. To date, the City has been repaid in full and \$3.84M is available for re-investment. A workforce housing task force has been charged to provide recommendation for how these dollars can reinvigorate the most needed areas in the City.

2019

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - local	Admin and Planning Other	109,559	0	0	109,559	0	The CRA provides funds to eliminate slum and blight within the Community Redevelopment Area is a priority for the CRA. The Curb Appeal Residential Improvement Program is designed to assist in this goal by providing grants to the owners of single family residential properties/duplexes for minor exterior property improvements including roof repair that can improve the aesthetics of a residential dwelling and increase property values.

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 and apply for additional 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

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 seven (7) housing rehabilitation projects, at least one (1) of which will be committed to homeowners at or below 50% of the area median income. A combination of grant dollars will be used to fund the City's housing objectives. The City is pending completion of its housing needs study to include an assessment of existing housing conditions, demographic and market demands, and identify critical housing gaps and issues, it should identify any current and anticipated unmet housing needs and provide an outlook towards anticipated housing demands over the next 20 years. This will be a data driven study which will be used to identify citywide and neighborhood focused housing priorities and provide a policy alternatives and interventions strategies to guide the City in decision making for future housing needs.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner-Occupied Rehabilitation	2015	2019	Owner-Occupied Rehabilitation	CDBG TARGET AREA	Owner-Occupied Rehabilitation	CDBG: \$336,736 City General Funds (UDAG): \$3,840,000 Community Redevelopment Agency: \$75,000 State Housing Initiatives Partnership: \$50,000	Homeowner Housing Rehabilitated: 5 Household Housing Unit
2	Public Service	2015	2019	Non-Housing Community Development	CDBG TARGET AREA	Public Service	CDBG: \$77,708	Public service activities for Low/Moderate Income Housing Benefit: 200 Households Assisted
4	Program Administration	2015	2019	Program Administration	CDBG TARGET AREA	Planning and Administration	CDBG: \$103,610	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Owner-Occupied Rehabilitation
	Goal Description	Forgiveable loans are provided to low-moderate income owner-occupied households to maintain their properties in a decent, safe, and sanitary condition. Funds are provided as a deferred, no-interest loan. Amounts are limited to \$45,000 per unit (subject to change per program guidelines). Funds are provided for rehabilitation administration (Housing Rehabilitation Specialist and Housing Rehabilitation Inspector).
2	Goal Name	Public Service
	Goal Description	The objective of the public service activities 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.
4	Goal Name	Program Administration
	Goal Description	These funds will be used for program management, coordination, monitoring, and evaluation of the CDBG program in fiscal year 2019-20 and the overall administration of the Neighborhood Services Division.

Projects

AP-35 Projects – 91.220(d)

Introduction

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

Projects

#	Project Name
1	PROGRAM ADMINISTRATION
2	PUBLIC SERVICE
3	HOUSING REHABILITATION

Table 7 - 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.

AP-38 Project Summary
Project Summary Information

1	Project Name	PROGRAM ADMINISTRATION
	Target Area	CDBG TARGET AREA
	Goals Supported	Program Administration
	Needs Addressed	Planning and Administration
	Funding	State Housing Initiatives Partnership: \$8,775
	Description	This project provides for the eligible costs associated with the administration of the City of Delray Beach 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	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	Planning and administration services supports the additional activities and strategies proposed under this plan. The direct benefit will reflect within those individual activities in the IDIS.
	Location Description	The locations will be identified as applications are approved. All projects will fall within the CDBG target area.
2	Planned Activities	It is anticipated that the City will address oversight and management of the program including housing rehabilitation and public service subrecipients.
	Project Name	PUBLIC SERVICE
	Target Area	CDBG TARGET AREA
	Goals Supported	Public Service
	Needs Addressed	Public Service
	Funding	:
	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	9/30/2020

	Estimate the number and type of families that will benefit from the proposed activities	Provides assistance to families and individuals to overcome adverse housing situations and (in some situations) avoid eviction, foreclosure, utility disruptions, and eventual homelessness. Funds will help to improve and expand public services that address senior services, crime prevention, child care, youth services, fair housing counseling, recreational services, tenant/landlord counseling and employment training. At least 51% of program participant's served will have low-to moderate incomes.
	Location Description	All activities will take place within the CDBG target area.
	Planned Activities	
3	Project Name	HOUSING REHABILITATION
	Target Area	CDBG TARGET AREA
	Goals Supported	Owner-Occupied Rehabilitation
	Needs Addressed	Owner-Occupied Rehabilitation
	Funding	Community Redevelopment Agency: \$75,000 State Housing Initiatives Partnership: \$50,000
	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	9/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The City plans to accomplish approximately seven (7) housing rehabilitation projects, at least one (1) of which will be committed to homeowners at or below 50% of the area median income. A combination of grant dollars will be used to fund the City's housing objectives.
	Location Description	All activities will take place within the CDBG target area.
	Planned Activities	

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 Federal Highway (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 8 - 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 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. All making up 1,091 renter housing units using Federal, State or Local subsidies. 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. All making up 1,091 renter housing units using

Federal, State or Local subsidies.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Neighborhood Services staff develops the Annual Action Plan through analysis of demographic data, consultation with residents, meeting with individual contacts, consultations with non-profit 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, Milagro Center, CROS Ministries, Delray Beach Community Land Trust, Legal Aid Society of Palm Beach County, Urban League of Palm Beach County and Boys and Girls of Palm Beach County. 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	6
Special-Needs	1
Total	7

Table 9 - 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	7
Acquisition of Existing Units	0
Total	7

Table 10 - 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 may provide 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. Goals identified above may also be met leveraged with 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 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. 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). Areas covered by the Delray Beach Housing Authority extend 10 miles beyond the municipal boundaries of the City of Delray Beach.

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. The rental assistance program makes market rate housing affordable. Participants normally pay no more than 30% of monthly adjusted income towards rent and utilities. The Housing Assistance Payment subsidizes the balance of the rent to the property owner. The Section 8 Program serves a total number of 1,041 families, and includes a Project Based portion which serves 145 families of aged 55 and over.

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

The 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 does not fall under the category of 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. Their aim is to accomplish the mission through the application of these guiding principles: Quality, Residents being their main focus, Resident Involvement, and Teamwork. The DBHA's strategy for extending the supply of assisted housing includes (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.

The West Settlers Service Center building was opened in April of 2017. It serves as the administrative hub for staff. Delray Housing Group (DHG), an extension of DBHA, continues to manage the Village Square Family site that consists of 144 units designated a Multifamily Tax Credit Property. Phase II, The Courts at Village Square Elderly Community that consists of 84 Elderly Project-Based Section 8 units is completed. They also continue to manage the 404 unit Lake Delray Apartments which holds 202 Project Based units and Tenant Based Housing Choice vouchers. Later this year, DBHA will begin predevelopment of Village Square III. The plan is to build a 54-unit townhouse community affordable to persons with incomes ranging from 80% of area median income to 140% of AMI.

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

Introduction

Presently, CROS Ministries operates a pantry at various site locations and has done so for over forty 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 relies on 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 has served an average of 414 households, 832 individuals and 229 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 and/or the Homeless Coalition of Palm Beach County 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. In 2016, the City executed an interlocal agreement between the City of Delray Beach and Palm Beach County which allows the City to utilize the Homeless Resource Center ("HRC") to assist our homeless population. The HRC is not a temporary lodging facility but a facility that will endeavor to end homelessness for qualified individuals that voluntarily commit to participate in the services and programs offered by the HRC.

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, Homeless Coalition of Palm Beach County, etc. The City has recently approved a six month Live Fresh Shower Truck pilot program, an idea stemming from the Homeless Task Force (Delray Beach Interfaith Committee) in an effort to assist homeless persons. The interfaith committee manages and funds the program which helps individuals get fresh and helps to secure employment. The truck provides clothing and hygiene kits, mail service and social services. It currently operates once a week.

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 prevention of becoming homeless is greatly decreased with the various partnerships the City has. The City will continue to refer persons requiring assistance to the proper agencies specialized to assist with emergency shelter and transitional housing.

Discussion

The City has created a homeless task force including staff, residents, non-profit housing partners and interfaith community 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.

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 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.

The ultimate goal is to provide housing in Delray Beach through complete, stable, and attractive neighborhoods that contain quality, affordable, and accessible housing choices that serve all income levels and age groups and that preserve and reinforce the livability, character and the special sense of place of Delray Beach.

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

As early as 2004, the City Commission undertook a review of the lagging housing supply to meet the city's housing needs and established an affordable housing incentive program with density bonuses. Higher densities were allocated within Overlay districts, Infill districts east of Interstate-95, and within the Downtown where density bonuses were allowed for residential or mixed-use developments which provided or contributed to the provision workforce housing units. Over time expansion of the overlay districts included properties west of Interstate-95 with the inclusion of the Four Corners, 1-95/CSR Railroad Corridor and the Congress Avenue Mixed Used area.

The utilization of higher densities will continue to result in the provision of a higher proportion of multifamily and mixed-use developments versus the development of detached single family dwellings. Higher density developments will be most beneficial to its residents and the city when located near job centers, commuter rail service, and existing and planned transit corridors.

Traditionally, infill housing has occurred in areas which are close to residential build-out, where vacant parcels were bypassed due to odd parcel shapes and sizes, poor access, ownership problems, changes in zoning and subdivision regulations requirements. Delray Beach has numerous properties that can accommodate infill development.

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 Community Land Trust strategy for the purpose of creating affordable homeownership opportunities. The City continues to support both of these strategies within its Local Housing Assistance Plan (LHAP). Over the years, through the Neighborhood Stabilization Program (NSP), partnerships with the Delray Beach Housing Authority (DBHA), Delray Beach Community Land Trust (DBCLT) and Delray Beach Community Development Corporation (CDC) has been key in the transfer of foreclosed properties. There has been a decrease in State funds in the past two years, however the City will continue to provide down payment assistance and closing cost funds as funding permits to assist an income eligible buyer obtain affordable properties. Staff anticipates leveraging this with the use of Workforce Housing dollars.

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. The use of both zoning and incentives are important tools to guide land use, but it is best used in combination with other tools and a realistic understanding of market forces.

New approaches that utilize both zoning and incentives are needed to implement this plan. By offering incentives in the form of grants, loans, infrastructure investments, or innovative regulatory approaches, Delray Beach can encourage superior projects that deliver numerous community benefits. These benefits can include affordable housing, great design that beautifies our city and creates lively public places, more transportation options, increased open space areas, low-impact development, new jobs, and an expanded tax base. Incentives matter to people who want to improve our community, and they can generate goodwill while helping us reach our goals.

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 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 and help to address housing issues such as affordability, quality, and safety. Continued cooperation with these agencies is key.

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), 88 properties with 70 owner-occupied lessees, three (3) rental, and two (2) lease purchase DBCLT properties, five (5) new offsite WFH single family units pending (3 under constructing and two in permitting), one (1) additional unit to Atlantic Park Square Project, one (1) WFH unit two story single family unit, Three (3) sites pending infrastructure improvements, three (3) Eagle's nest homes and a fourth property pending agreement to commence construction. The CRA has provided construction loans for the Atlantic High School Career Academy (Eagle's Nest) program. The program offers high school students hands-on training in the construction industry as the students build single-family homes under the supervision of qualified professionals. The program is a partnership of the Palm Beach County School District, the City and the CRA, with donations of funding, materials, and in-kind services from private firms. Completed homes are sold to eligible low/moderate-income homebuyers.

With the implementation of the Workforce Housing Ordinance, approximately 20 workforce town homes and additional 542 affordable rental units have been built. Delray Beach Housing Authority's is now managing two phases of Village Square which is a complex of 144 affordable rental units and the Village Square Elderly which includes 84 rental units. Phase III is currently pending permitting approval for fifty-four townhomes to complete the three (3) phase project on what was once the Carver Estates development demolished in 2008. The Delray Village Square Project encompasses a total site area of approximately 18 acres of vacant land in proximity to a stable residential neighborhood and some commercial development within the southwest corridor of Delray Beach.

The historic La France Hotel located at 140 NW 4th Avenue was converted it into an affordable housing complex for seniors by the CRA. The CRA also acquired and renovated two apartment buildings on NW 5th Avenue, which provides long-term affordable rental and condominium housing as well as twenty-five apartments on SW 9th Avenue north of SW 1st Street. Known as Palm Manor, the apartments are managed and maintained by the DBCLT and rented to income-eligible tenants.

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. 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 the program year, the NRC office space will continue to serve as home to agencies such as the Delray Beach Community Land Trust, CROS Ministries, Legal Aid Society of Palm Beach County, Urban League of Palm Beach County, and Palm Beach County Food Bank. The City is always seeking to provide available space at the NRC to provide additional services to its residents 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 program year, the City of Delray Beach will continue to conduct random on-site monitoring visits to selected housing rehabilitation projects. 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 in 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 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%

One hundred percent of activities funded in the 2019-2020 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

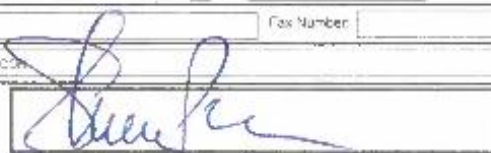
Annual Action Plan
201945

Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
 Expiration Date: 12/31/2018

Application for Federal Assistance SF-424		
1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	3. Revision, select appropriate error(s): <input type="text"/> 4. Other (Specify): <input type="text"/>
5. Date Received: 06/15/2018	6. Applicant Identifier: J00120432-0001	
7a. Federal Entity Identifier: <input type="text"/>		7b. Federal Award Identifier: <input type="text"/>
State Use Only:		
8. Date Received by State: <input type="text"/>		9. State Application Identifier: <input type="text"/>
8. APPLICANT INFORMATION		
a. Legal Name: CITY OF DELRAY BEACH, FLORIDA		
b. Employee/Employee Identification Number (EIN/IDN): 55-8000000		c. Organization OUNS: 07708573-0000
d. Address:		
Street1: 100 NW 1ST AVENUE Street2: <input type="text"/> City: DELRAY BEACH County/Parish: DELAY BEACH State: <input type="text"/> FL 33445 Province: <input type="text"/> Country: USA, UNITED STATES Zip/Postal Code: 33445		
e. Organizational Unit:		
Department Name: EXTENDED & COMM SERVICES		Division Name: RE-EMPOWERED SERVICES
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: MR. First Name: EELINE Middle Name: <input type="text"/> Last Name: REEDOXI Suffix: <input type="text"/>		
Title: NEIGHBORHOOD SERVICES ADMINISTRATOR		
Organization Affiliation: <input type="text"/>		
Telephone Number: 561-243-7585		Fax Number: 561-243-7221
Email: REEDOXI@CITYOFDELRAYBEACH.COM		

Application for Federal Assistance SF-424	
* 9. Type of Applicant 1. Select Applicant Type: <input type="text" value="City or Township Government"/> Type of Applicant 2. Select Applicant Type: <input type="text"/> Type of Applicant 3. Select Applicant Type: <input type="text"/> * Other (specify): <input type="text"/>	
* 10. Name of Federal Agency: <input type="text" value="UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT"/>	
11. Catalog of Federal Domestic Assistance Number: <input type="text" value="11-210"/> CFA Title: <input type="text" value="COMMUNITY DEVELOPMENT BLOCK GRANTS/ENTITLEMENT GRANTS/COMM PROGRAM/STIR/REDEV/JOBS/COMP/ELDER"/>	
* 12. Funding Opportunity Number: <input type="text"/> * Title: <input type="text"/>	
13. Competition Identification Number: <input type="text"/> Title: <input type="text"/>	
14. Areas Affected by Project (Cities, Counties, States, etc.) <input type="text"/> <div> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
* 15. Descriptive Title of Applicant's Project: <input type="text" value="MINORITY FAMILY HOUSING/RENTAL HOUSING/RENTAL/STATIONARY AND PERMANENT RESIDENCE"/>	
Attach supporting documents as specified in agency instructions <div> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant: <input type="text" value="22"/>	* b. Program/Project: <input type="text" value="ZL-022"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="10/01/2018"/>	* b. End Date: <input type="text" value="09/30/2020"/>
18. Estimated Funding (\$):	
* a. Federal	<input type="text" value="518,054.00"/>
* b. Applicant	<input type="text" value="145,430.00"/>
* c. State	<input type="text" value="81,147.00"/>
* d. Local	<input type="text" value="75,000.00"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="820,231.00"/>
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process? <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," provide explanation and attach: <input type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>	
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, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, on an internal site where you may submit this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="SHELLEY"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="PETROLIN"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="HHS Off"/>	
* Telephone Number: <input type="text" value="561-2943-7010"/>	* Fax Number: <input type="text"/>
* Email: <input type="text" value="PETROLIN@HHS.DELAWARE.GOV"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="7-9-19"/>



CPMP Non-State Grantee Certifications

Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.

- ☐ This certification does not apply.
☒ This certification is applicable.

NON-STATE GOVERNMENT 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 anti-displacement and relocation assistance plan required under section 104(e) 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.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about --
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will --
 - a. Abide by the terms of the statement; and
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted --
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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

8. 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;
9. 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 111, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. 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 levels (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 HOPEWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1958, and implementing regulations at 24 CFR Part 135.



7/9/2019

Signature/Authorized Official

Date

Shelly Petrolia

Name

Mayor

Title

100 NW 1st Avenue

Address

Delray Beach, FL 33444

City/State/Zip

561-243-7010

Telephone Number

- ☐ This certification does not apply.
☒ This certification is applicable.

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:

11. 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;
12. Overall Benefit -- The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012, 2013, 2014, (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;
13. 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:


14. 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
15. 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;

City of Delray Beach

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 part 35, subparts A, B, I, K and R, of title 24.

Compliance with Laws -- It will comply with applicable laws.



Signature/Authorized Official

7/3/2019

Date

Shelley Petrolia

Name

Mayor

Title

100 NW 1st Avenue

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Delray Beach, FL 33444

City/State/Zip

561-243-7010

Telephone Number

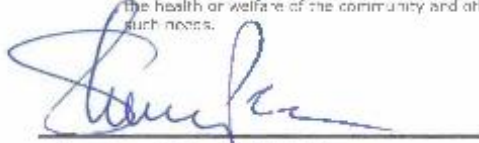
City of Delray Beach

☒ This certification does not apply.
☐ This certification is applicable.

**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.



7/9/2019

Signature/Authorized Official

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City of Delray Beach

- ☒ This certification does not apply.
☐ This certification is applicable.

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 coordinated 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

7/9/2019

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City of Delray Beach

- ☒ This certification does not apply.
☐ This certification is applicable.

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

7/9/2019

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- ☒ This certification does not apply.
☐ This certification is applicable.

ESG Certifications

I, Shelly Petrolia, Mayor, Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 CFR 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

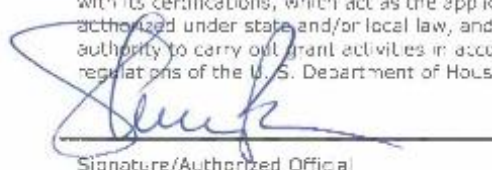
I further certify that the local government will comply with:

1. The requirements of 24 CFR 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 CFR 576.55.
3. The requirements of 24 CFR 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 CFR 576.57, other appropriate provisions of 24 CFR Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 CFR 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 CFR 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 CFR Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 CFR 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 CFR 76.56.
10. The requirements of 24 CFR 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review responsibilities under the National Environmental Policy Act of 1969 and related

authorities as specified in 24 CFR Part 58.

11. The requirements of 24 CFR 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 USC 11362) to develop 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, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U.S. Department of Housing and Urban Development.



7/9/2019

Signature/Authorized Official

Date

Shelly Petraitis

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- ☒ This certification does not apply.
☐ This certification is applicable.

APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

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 1352, 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.

Drug-Free Workplace Certification

- By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, H.R.C., in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- Workplaces under grants for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code). Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip

- Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any

City of Delray Beach:

controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement, consultants or independent contractors not on the grantee's payroll, or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan


Signature/Authorized Official

7/9/2019

Date

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