



SEPTEMBER, 2020

Annual Action Plan Program Year 2020/2021

MANATEE COUNTY, FLORIDA

FOR SUBMISSION TO THE U.S. DEPARTMENT OF
HOUSING & URBAN DEVELOPMENT



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Annual Action Plan



AP-05 Executive Summary

INTRODUCTION

Manatee County, FL has completed the planning process for the 2017/2018-2021/2022 Five-Year Consolidated Plan (Consolidated Plan) as required by the U.S. Department of Housing and Urban Development (HUD). The purpose of the Consolidated Plan is to identify goals, objectives and strategies for addressing housing and community development needs, including those of the homeless and other special needs populations. The Consolidated Plan guides the use of County resources to address these needs over a five-year period.

The Consolidated Plan is carried out through Annual Action Plans, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.

For the Program Year 2020/2021 Annual Action Plan, the County anticipates an annual allocation which includes \$1,902,977 in Community Development Block Grant (CDBG) funds, \$660,812 in HOME Investment Partnerships (HOME) funds, and \$164,657 in Emergency Solutions Grant (ESG) funds. These allocations do not include an additional \$60,532 of CDBG carry-over funding from prior years and \$150,000 of HOME funds from prior years. In total, Manatee County received approximately \$2,938,978 in federal funding for the Annual Action Plan program year that will begin on October 1, 2020 and will expire on September 30, 2021.

The Annual Action Plan is developed in a manner specified by HUD, and the County has followed the prescribed format in completing the plan. The Annual Action Plan was developed using HUD and U.S. Census data for demographics and housing, input from public meetings, Board of County Commissioners (BOCC) meetings, and past program performance. During the planning process, the County conducted public meetings with citizens and stakeholders, meetings and consultation with non-profit groups, and a public hearing with the BOCC. The purpose of this process was to receive citizen input on current year

funding allocations and community development needs of the County to ensure that this Annual Action Plan is a citizen-driven plan.

There are five major areas of focus in the Consolidated Plan: Housing, Public/Social Services, Community Development/Public Improvements, Economic Development, and Emergency/Disaster Response. The Consolidated Plan process requires Manatee County to identify priority needs for each area and prepare an Annual Action Plan to address the priority needs. For every priority need, there are goals, objectives and strategies established to measure progress. Citizen input was critical in developing the goals, objectives and strategies of this Consolidated Plan.

This Consolidated Plan not only presents goals to address the priority needs of the County, but also to address the following statutory goals established by Federal law:

Decent Housing:

- Assist homeless persons to obtain affordable housing
- Assist persons at risk of becoming homeless
- Retain affordable housing stock
- Increase the availability of affordable housing in standard condition to low- and moderate-income families, particularly to economically disadvantaged persons (and without discrimination on the basis of race, creed, religion, color, age, sex, marital status, familial status, national origin, disability, gender identity or sexual orientation)
- Increase the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence
- Provide affordable housing that is accessible to job opportunities

A Suitable Living Environment:

- Improve the safety and livability of neighborhoods
- Increase access to quality public and private facilities and services

Expanded Economic Opportunities:

- Job creation and retention for low-income persons

- Availability of mortgage financing for low-income persons at reasonable rates using nondiscriminatory lending practices
- Empowerment and self-sufficiency for low-income persons to reduce generational poverty in federally assisted housing.

SUMMARY OF THE OBJECTIVES AND OUTCOMES IDENTIFIED IN THE PLAN

The Five-Year Consolidated Plan identifies five goals, along with corresponding objectives to address Manatee County housing and community development needs. These goals are summarized as follows:

Goal: Housing

Improve availability, accessibility, and condition of affordable housing for low- and moderate-income and special needs households throughout Manatee County.

Objective 1:

Increase the supply of and/or reduce barriers to affordable housing units for low- and moderate-income and special needs households.

Objective 2:

Preserve, maintain and improve existing affordable housing stock for low- and moderate-income and special needs households.

Objective 3:

Provide rental assistance program for homeless persons.

Objective 4:

Assist low- and moderate-income and special needs households to obtain and maintain homeownership (homebuyer education, foreclosure prevention).

Objective 5:

Expand Fair Housing outreach and improve Fair Housing enforcement within Manatee County.

Goal: Social/Public Services

Expand the accessibility and coordination of social services to Manatee County low- and moderate-income, homeless, and special needs populations.

Objective 1:

Reduce and prevent homelessness in Manatee County.

Objective 2:

Support programs that provide services to special needs populations.

Objective 3:

Support public services for low- and moderate-income persons with priority given to protected classes.

Objective 4:

Partner with community resources and local non-profit agencies to provide services that reduce poverty concentration (childcare, financial literacy, English as a second language, etc.).

Goal: Community Development/Public Improvements

Enhance the living environment of low- and moderate-income, homeless, and special needs populations through public improvement projects and activities.

Objective 1:

Improve public infrastructure within HUD designated low- and moderate-income areas (i.e. street lighting, sidewalks, drainage improvements, road improvements etc.).

Objective 2:

Improve existing or develop new public facilities that service HUD designated low- and moderate-income areas or benefit low- and moderate- income persons or special needs populations (i.e. Libraries, Community Centers, Youth Recreational Facilities, Senior Centers etc.).

Objective 3:

Reduce blight within HUD-designated low- and moderate-income areas and Racially and Ethnically Concentrated Areas of Poverty (R/ECAP) to spur reinvestment and redevelopment.

Goal: Economic Development

Support programs that create economic opportunities for low- and moderate- income persons or within the designated low- and moderate-income areas.

Objective 1:

Support institutions, agencies, and programs that provide education and employment training opportunities to low- and moderate-income persons.

Objective 2:

Support businesses and commercial buildings through an exterior rehab/façade program within low- and moderate-income areas with priority given to R/ECAP areas.

Goal: Emergency/Disaster Response

To plan, prevent, prepare and respond to a community emergency and/or disaster event.

EVALUATION OF PAST PERFORMANCE

In previous program years the County has made significant progress in efforts to implement HUD entitlement programs. The County is in compliance with HUD regulations and continues to deliver housing and community development services in an efficient manner.

The Redevelopment and Economic Opportunity (REO) Department is a Manatee County Department which works to improve the quality of life for County residents through improved economic opportunities and to revitalize areas by providing decent and safe affordable housing. REO is in charge of implementing the HUD programs.

REO also offers an array of housing programs and services providing the foundation needed to aid in promoting homeownership and/or sustainable neighborhoods:

- Housing Rehabilitation Program
- Housing Replacement
- Downpayment Assistance
- Park Improvements
- Blight Removal
- Infrastructure Improvements

Additionally, the County has funded projects and activities through the CDBG program, as follows:

- Community Coalition on Homeless – One Stop Center
- Kelly Brown Resource Center
- 57th Street West Sidewalks
- Street Re-Paving
- Lincoln Park Splash Pad and Park Improvements
- Pride Park Improvements
- Replacement Housing Projects
- United Community Center
- Hope Landing Infrastructure and Playground
- Homeowner Rehab Program
- Meals on Wheels
- Microbusiness Development
- Code Enforcement

- Rental Housing Assistance
- Jim Russo Prison Ministries -Transitional Housing for Ex-Offenders
- Sidewalk Projects
- In Home Care to Elderly
- Homeless Prevention

The County has been successful in implementing these programs in the past and anticipates the continuation of such programs in the future. The County will use CDBG, HOME, ESG, and State Housing Initiatives Partnership (SHIP) funds to make these programs successful and to meet the goals and objectives identified in the Consolidated Plan.

SUMMARY OF CITIZEN PARTICIPATION PROCESS AND CONSULTATION PROCESS

Manatee County, Florida, is the lead agency responsible for overseeing the development of the Consolidated Plan and Annual Action Plans. REO is the internal department that is responsible for the day-to-day administration of CDBG, HOME, and ESG funding. However, REO does work with the County Commission, County Departments, in addition to residents, sub-recipients, and community organizations to develop a meaningful document.

The development of the Annual Action Plan was based on the Consolidated Plan and numerous other studies, plans and reports that have been prepared in recent years. Some of the primary documents included the County's Local Housing Incentives Strategy and Local Housing Assistance Plan, and the Suncoast Partnership to End Homelessness Point-in-Time (PIT) Homeless Report and Annual Homeless Assessment Reports, and the 2017 Assessment of Fair Housing (AFH), among others.

To maximize citizen participation, staff conducted outreach through a series of public notices, meetings, and hearings. As part of these efforts, low- and moderate-income residents, as well as service providers, were encouraged to provide input on the Annual Action Plan. Details of these efforts can be found in **Table 4**.

SUMMARY OF PUBLIC COMMENTS

Based on input and data received through an extensive citizen participation process, the following summarizes the public comments:

Comments Regarding Community Needs

Although there are many issues that the public felt were important, there are a few items that were stressed throughout the public meetings as being of the highest priority as identified in the priority needs section in the Strategic Plan and addressed in this report:

- Increase Supply of Affordable Housing
- Quality of Housing
- Expand Access to Housing Programs and Services
- Elimination of Slum and Blight
- Fair Housing
- Legal Services
- Street Lighting
- Public Facilities Improvements
- Youth Centers and Programs
- Senior/Elderly Facilities and Services (Meals, Adult Daycare, Nutrition Training, Companion Services, Funding)
- Road Resurfacing/Construction
- Sidewalk Improvements
- Drainage Improvements
- Homeless Prevention, Services, and Shelters
- Rapid Rehousing
- Transportation Services
- Affordable and Accessible Child Care Services
- Employment Training (Mentoring and training)
- Exterior Rehabilitation of Commercial Structures

SUMMARY OF COMMENTS OR VIEWS NOT ACCEPTED AND THE REASONS FOR NOT ACCEPTING THEM

All comments received by Manatee County were considered and are, generally or specifically, addressed by the Strategic Plan and/or Annual Action Plan. Documentation of all comments received is included as an appendix (PDF format) to the Plan submittal.

SUMMARY

The Five-Year Consolidated Plan for years 2017/2018-2021/2022 identifies goals, objectives and strategies to address the County's housing and community development needs. These needs were identified through an extensive citizen participation process that involved neighborhood residents, service providers and other community partners. The Consolidated Plan guides the County's use of HUD resources through five goals. These goals are summarized as Housing, Social/Public Services, Community Development/Public Improvements, Economic Development, and Emergency/Disaster Response. Activities identified in this Annual Action Plan will deliver housing and community development services through housing programs, public works, as well as through partnerships with an array of public service providers.

PR-05 Lead & Responsible Agencies

AGENCY/ENTITY RESPONSIBLE FOR PREPARING/ADMINISTERING THE CONSOLIDATED PLAN

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

TABLE 1: RESPONSIBLE AGENCIES

Agency Role	Name	Department/Agency
Lead Agency	Manatee County, Florida	Redevelopment and Economic Opportunity (REO)

Table 1 – Responsible Agencies

NARRATIVE

Manatee County, Florida, is the lead agency responsible for overseeing the development of the Consolidated Plan and Annual Action Plan. REO is the internal department that is responsible for the day-to-day administration of CDBG, HOME, and ESG funding. However, the REO does work with both the County Commission and County Departments in addition to residents, sub-recipients, and community organizations to develop a meaningful document.

The development of the Consolidated Plan and Annual Action Plan was based on the previous Consolidated Plan and numerous other studies, plans and reports that have been prepared in recent years. Some of the primary documents included the County’s Local Housing Incentives Strategy and Local Housing Assistance Plan, and the Suncoast Partnership to End Homelessness Point-in-Time (PIT) Homeless Report and Annual Homeless Assessment reports, the 2017 AFH, among others.

To maximize citizen participation, staff conducted outreach through a series of public notices, meetings, and hearings. As part of these efforts, low- and moderate-income residents, as well as service providers, were encouraged to provide input on the Annual Action Plan.

CONSOLIDATED PLAN PUBLIC CONTACT INFORMATION

Inquiries, comments or complaints concerning the Plan, any amendments, or performance reports, can be conveyed by contacting County staff at:

*Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West, Suite 300
Bradenton, FL 34205
Telephone: (941) 748-4501, ext. 6858
Jennifer.yost@mymanatee.org
Business hours: 8:00 a.m. to 5:00 p.m., Monday through Friday*

Written complaints may also be made to the Jacksonville Field Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

*U.S. Department of Housing and Urban Development
Community Planning and Development Division
400 West Bay St., Ste. 1015
Jacksonville, FL 32202
Phone: (904) 232-2627
Fax: (904) 232-3759
Business hours: 8:00 a.m. to 4:30 p.m., Monday through Friday*

AP-10 Consultation

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

Institutional coordination of the Consolidated Plan establishes a unified vision for community development. The County uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level.

The County will implement this Annual Action Plan in coordination with public, private, and non-profit agencies. Non-profit agencies may include, but are not limited to, service providers and Community Housing Development Organizations (CHDOs). Private sector partners may include, but are not limited to, local financial institutions, developers and local businesses. The County works closely with its partners to design programs that address identified needs.

Table 2 outlines the types of agencies and organizations consulted throughout the program year and during the development of the Manatee County Consolidated Plan and the Annual Action Plan.

Organizations consulted included various service providers, CHDOs, Manatee County Housing Authority (MCHA), Suncoast Partnership to End Homelessness, County Departments, and the County Commission, among others.

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 County coordinates with the Suncoast Partnership to End Homelessness through its PIT and Homeless Assessment reports and with residents through community meetings. This consultation was pivotal in preparing the Needs Assessment and Strategic Plan components of the Consolidated Plan. In addition, through consultation and review of the most recent Public Housing Authority Plan and other HUD reports, the MCHA also provided pivotal input in preparing the Consolidated Plan through input collected in the recent AFH process.

Through the public participation process the County conducted several meetings to gain input from the public. Invitations were sent to the CoC in addition to several agencies that provide services to the homeless population.

DESCRIBE CONSULTATION WITH THE CONTINUUM(S) OF CARE THAT SERVES THE JURISDICTION'S AREA IN DETERMINING HOW TO ALLOCATE ESG FUNDS, DEVELOP PERFORMANCE STANDARDS AND EVALUATE OUTCOMES, AND DEVELOP FUNDING, POLICIES AND PROCEDURES FOR THE ADMINISTRATION OF HMIS.

Manatee County receives and administers an Emergency Solutions Grant (ESG). The Suncoast Partnership to End Homelessness is the regional Continuum of Care (CoC), which is comprised of 16 board members and six staff persons that work together to identify concerns and make policies and recommendations on homeless issues. The mission of the Suncoast Partnership is to prevent and end homelessness in Manatee and Sarasota Counties. The Suncoast Partnership envisions a community where everyone has the opportunity to have a home.

The Suncoast Partnership to End Homelessness, as the lead agency for the area's CoC, utilizes the Homeless Management Information System (HMIS) data, Annual Point-in-Time (PIT) Count Report, and other documents including the Federal Strategic Plan to Prevent and End Homelessness to inform the allocation of funds, develop policies and procedures, and evaluate outcomes annually. Consultation with the CoC for the Consolidated Plan included research of the Suncoast Partnership to End Homelessness annual reports and plans, as well as input from community meetings, public hearings, and notices.

Annually, Manatee County enters into a funding agreement with Turning Points, who coordinates with the CoC to appropriately allocate and administer ESG funds. The County aims to leverage these ESG dollars with the CoC which already receives grant dollars from the State of Florida. By leveraging funds, the County can ensure that the ESG funds make the most positive impact possible.

TABLE 2: AGENCIES, GROUPS, ORGANIZATIONS AND OTHERS WHO PARTICIPATED IN THE PROCESS AND CONSULTATIONS

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Suncoast Partnership to End Homelessness	Continuum of Care/ Services-Homeless	Homeless Needs/ Homelessness Strategy/ Market Analysis	Noticed for Focus Group Meetings, Research of Annual Reports and Plans, Identification of Need, Referrals
Bay Pines	Health Agency - Veterans	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
CareerSource Suncoast	Services - Employment	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Family Resources	Services – Children and Families	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Health Planning Council of Southwest Florida (HPCSWF)	Services - Health	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
HOPE Family Services	Services – Victims of Domestic Violence	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Jewish Family & Children's Service of the Suncoast (JFCS)	Services – Children and Families	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Centerstone	Health Agency	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Manatee Religious Services	Services – Children and Families	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
People Assisting the Homeless (PATH)	Services - Homeless	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals

TABLE 2: AGENCIES, GROUPS, ORGANIZATIONS AND OTHERS WHO PARTICIPATED IN THE PROCESS AND CONSULTATIONS

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Pine Village Resident Association PHA Resident Advisory Board	PHA Resident Advisory Board	AFH Goals and CPD Strategic Plan; Public Housing Needs	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Samoset Neighborhood Association	Neighborhood Group	AFH Goals and CPD Strategic Plan	Community meeting held to identify need and issues through the AFH and CPD processes
Selah Freedom	Services – Children, Housing	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Stillpoint	Services- Homeless	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Tidewell Hospice	Health Agency	AFH Goals and CPD Strategic Plan	Noticed for Focus Group Meetings for AFH, Identification of Need, Referrals
Manatee County Housing Authority (MCHA)	PHA	Public Housing Needs/ Market Analysis	Noticed for Focus Group Meetings, Research of Annual Reports and Plans, Identification of Need, Referrals
Manatee County, Departments	Other (County Departments)/ Grantee Department	Housing Needs Assessment/ Market Analysis/ Non-Housing Community Development Strategy	Attended Focus Group Meetings, Administration/REO/Public Works/Property Management/ Neigh. Services/Planning & Zoning/Public Safety/Parks & Natural Resources, Identification of Need
Manatee County, Affordable Housing Advisory Committee (AHAC)	Other (Advisory Board)	All	Noticed for Focus Group Meetings, AHAC Meetings, for AFH and Consolidated Plan
Manatee County, County Commission	Elected Officials	All	Noticed for Community Outreach Meetings, Work Sessions, Public Hearings, Confirmation of Strategy

TABLE 2: AGENCIES, GROUPS, ORGANIZATIONS AND OTHERS WHO PARTICIPATED IN THE PROCESS AND CONSULTATIONS

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Community Housing Development Organizations (CHDOs)	Housing	Housing Needs Assessment	Attended Focus Group Meetings, Identification of Need
Habitat for Humanity	Housing	Housing Needs Assessment	Attended Focus Group Meetings, Identification of Need
AM & FM Enterprises	Services – Health/ Elderly Persons	Non-Homeless Special Needs	Attended Focus Group Meetings, Identification of Need
Goodwill Manasota	Services - Employment	Market Analysis/ Economic Development	Attended Focus Group Meetings, Identification of Need
Educational Consultants Consortium (ECCI), Inc.	Services - Education	Market Analysis/ Economic Development	Attended Focus Group Meetings, Identification of Need
United Cerebral Palsy of SW Florida - Sunrise	Services – Persons with Disabilities	Non-Homeless Special Needs	Attended Focus Group Meetings, Identification of Need
Genesis Health Services	Services - Health	Non-Housing Community Development Strategy	Attended Focus Group Meetings, Identification of Need
Society of St. Vincent de Paul	Services – Homeless	Homeless Needs (All)/ Homelessness Strategy/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Catholic Charities	Services – Homeless	Homeless Needs (All)/ Homelessness Strategy/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Meals on Wheels	Services – Elderly Persons	Non-Homeless Special Needs	Attended Focus Group Meetings, Identification of Need
The Salvation Army	Services – Homeless	Homeless Needs (All)/ Homelessness Strategy/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Community Solutions 360	Services – Housing/ Health	Housing Needs Assessment/ Non-Housing Community Development Strategy	Attended Focus Group Meetings, Identification of Need
United Way of Manatee County	Services – Education/Health	Non-Housing Community Development Strategy	Attended Focus Group Meetings, Identification of Need

TABLE 2: AGENCIES, GROUPS, ORGANIZATIONS AND OTHERS WHO PARTICIPATED IN THE PROCESS AND CONSULTATIONS

Agency/Group/ Organization	Agency/Group/ Organization Type	What section of the Plan was addressed by Consultation?	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?
Boys & Girls Club	Services – Children	Homeless Needs – Families Non-Homeless Special Needs/ Non-Housing Community Development Strategy	Attended Focus Group Meetings, Identification of Need
SCORE	Business Leaders	Market Analysis/ Economic Development	Attended Focus Group Meetings, Identification of Need
Manatee County School Board	Services – Education/ Employment	Market Analysis/ Economic Development	Attended Focus Group Meetings, Identification of Need
Manatee County Chamber of Commerce	Business Leaders	Market Analysis/ Economic Development	Attended Focus Group Meetings, Identification of Need
Manatee Community Action Agency (MCAA)	Services – Housing/ Education/ Employment/ Health	Housing Needs Assessment/ Market Analysis/ Non-Housing Community Development Strategy	Attended Focus Group Meetings, Identification of Need
Bridges International/ Bridges of America	Other – Persons leaving prison/re- entry services	Housing Need Assessment/ Homelessness Strategy/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Florida Dept. of Corrections	Other – Persons leaving prison/re- entry services	Housing Need Assessment/ Homelessness Strategy/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Turning Points	Services – Homeless	Homeless Needs (All)/ Homelessness Strategy	Attended Focus Group Meetings, Identification of Need
Manatee County Federal Credit Union	Banking/Financing	Housing Need Assessment/ Market Analysis	Attended Focus Group Meetings, Identification of Need
Early Learning Coalition of Manatee	Services - Children	2018 Annual Action Plan	Attended Focus Group Meeting
Mt. Carmel Resource Center	Services – Homeless	2018 Annual Action Plan	Attended Focus Group Meeting
Sunrise Community Inc.	Services – Persons with Disabilities	2018 Annual Action Plan	Attended Focus Group Meeting
Intervention Before Crisis	Services	2018 Annual Action Plan	Attended Focus Group Meeting
Gulfcoast Legal Services	Services – Housing, Fair Housing	2018 Annual Action Plan	Attended Focus Group Meeting

Table 2 – Agencies, groups, organizations who participated

IDENTIFY ANY AGENCY TYPES NOT CONSULTED AND PROVIDE RATIONALE FOR NOT CONSULTING

Manatee County consulted with the lead agency for the CoC, local and county PHAs, affordable housing providers, various social service providers, County departments, and civic leaders. Additionally, the public, including but not limited to low- and moderate-income residents, residents within the County's Racially and Ethnically Concentrated Areas of Poverty (R/ECAP), and other entities impacted by housing and community development activities, were noticed of community meetings by email, website, and posters, and public hearings by newspaper advertisements.

Metropolitan or regional planning agencies were not consulted during Plan development. Through extensive outreach efforts, representatives from these agencies did not participate. Other agencies and organizations not directly consulted were consulted indirectly by research of published plans and reports.

DESCRIBE COOPERATION AND COORDINATION WITH OTHER PUBLIC ENTITIES, INCLUDING THE STATE AND ANY ADJACENT UNITS OF GENERAL LOCAL GOVERNMENT, IN THE IMPLEMENTATION OF THE CONSOLIDATED PLAN (91.215(L))

Many of the programs and activities that will be carried out by the County during the program year will involve coordination with several agencies and organizations. The County actively administers the LHAP through state allocation for the creation and preservation of affordable housing to support the County's goals for Housing, Social/Public Services, Community Development/Public Improvements, Economic Development and Emergency/Disaster Response. At a minimum, implicit in these goals is the County's commitment to providing coordinated community, housing and supportive services to its lower income residents. These services are provided through partnerships with government and quasi-government agencies, as well as respective planning efforts shown in **Table 3**. Manatee County will continue to encourage building partnerships between governments, lenders, builders, developers, real estate professionals, and advocates for low-income persons. Manatee County will continue to work with the building industry, banking industry, real estate industry, social service providers and other community groups to promote the development of affordable housing and related housing services.

TABLE 3: OTHER CONSULTATIONS & COORDINATION

Organization/Agency	Lead Organization	How do the goals of this Strategic Plan overlap with the goals of each plan?
State Housing Initiatives Partnership (SHIP) Local Housing Incentives Strategy and Local Housing Assistance Plan	Manatee County/ State of Florida	Housing

Table 3 – Other Consultations & Coordination

AP-12 Citizen Participation

SUMMARY OF CITIZEN PARTICIPATION PROCESS/EFFORTS MADE TO BROADEN CITIZEN PARTICIPATION

The development of the Annual Action Plan requires extensive citizen participation. For the 2020/2021 Annual Action Plan, Manatee County underwent an in-depth citizen participation process. HUD requires local jurisdictions to provide for citizen participation which encourages the development of the Annual Action Plan in cooperation with residents from every walk of life. In particular, HUD believes it is important to obtain the views of residents who live in low- and moderate- income areas, as well as service providers who deliver services to low-income and special needs residents.

The following section describes the public participation process that was completed for Manatee County in preparation of the 2020/2021 Annual Action Plan. A summary of the public participation process is shown in **Table 4**.

TABLE 4: CITIZEN PARTICIPATION OUTREACH

Mode of Outreach	Target of Outreach	Summary of response/ attendance	Summary of comments received	Summary of comments not accepted and reasons	URL if applicable
Public Meeting – School Advisory Committee	Non-Targeted/ Community	February 18, 2020	Staff attended to discuss needs of the community with the School Advisory Committee. The meeting was held at Daughtery Elementary.	All comments are addressed within the AFH and CPD goals.	
Public Meeting – Non-Profit Focus Group	Non-Targeted/ Community	February 21, 2020; 13 Attendees	Several agencies attended and comments centered around senior services, youth programs, lack of funding, and inter-agency coordination. Detailed notes of this meeting are provided in the Appendix of this document.	All comments are addressed within the AFH and CPD goals.	
Grant Application Workshop	Related Organizations	March 6, 2020; 18 Attendees	Agencies were provided guidance and answers related to grant applications	All comments are addressed within the AFH and CPD goals.	
BOCC Regular Meeting	Non-Targeted/ Community	August 11, 2020	No Comments Received	All comments are addressed within the AFH and CPD goals.	
30-day Public Comment Period	Non-Targeted/ Community	August 28, 2020 – September 28, 2020	No Public Comment Received – Plan made available by virtual means	All comments are addressed within the AFH and CPD goals.	
BOCC Public Hearing	Non-Targeted/ Community	September 29, 2020	Final Adoption – Virtual and In-person	All comments are addressed within the AFH and CPD goals.	

Table 4 – Citizen Participation Outreach**SUMMARIZE CITIZEN PARTICIPATION PROCESS AND HOW IT IMPACTED GOAL-SETTING**

Comments and concerns raised during the citizen participation process for both the Five-Year Consolidated Plan, Annual Action Plan, and AFH goals and outreach were taken into consideration when deciding on activity funding for the upcoming Program Year. The Annual Action Plan is a collaborative process that involves meetings with the public and stakeholders to determine areas of need and most appropriate projects to meet these needs. Priority needs were identified based on information located

within the Five-Year Consolidated Plan, available housing data, public input, service provider meetings, and past program performance. In addition, REO staff consulted with various County Departments to identify priorities for the upcoming year. Public participation documentation is included in the Appendix to this document.

Housing Strategy

Housing strategies located within the Five-Year Consolidated Plan were determined by using housing data provided by HUD and the U.S. Census Bureau. Customized HUD data is available to help communities evaluate housing and homeless needs. Complete summaries of this data are available in the Needs Assessment and Market Analysis sections of the Five-Year Consolidated Plan.

In addition, the County has a long and successful history of administering numerous housing programs and meeting housing needs. Several housing programs, particularly housing rehabilitation activities, have been underway for many years and provide good value to the community. In general, housing programs receive emphasis in Manatee County due to the large, ongoing need for housing services and affordable housing needs.

Social/Public Service Strategy

Social/Public Service strategies located within the Five-Year Consolidated Plan were developed in several ways. First, the County consulted the Suncoast Partnership to End Homelessness annual PIT and homeless assessment reports to obtain the latest counts of the homeless population. The Suncoast Partnership to End Homelessness is the lead agency for homeless services and represents agencies that implement homeless services. The County also utilized data from HUD that details homelessness and homeless service providers, including the Sarasota, Bradenton/Manatee, Sarasota Counties CoC housing inventories. Finally, input from other service providers, stakeholders, and citizens through community meetings, community surveys, meetings with REO staff proved most helpful in crafting the Social/Public Service strategy.

Community Development/Public Improvements Strategy

Community Development/Public Improvements strategies located within the Five-Year Consolidated Plan were determined through community meetings, community surveys, meetings with County staff,

and review of current planning activities. The County is working to leverage other planning efforts with funding opportunities where possible.

In addition, a focus group meeting was held with internal Department Heads and staff to discuss priority needs of various County Departments. To the extent possible, the REO will plan to leverage County resources and efforts.

Economic Development Strategy

Economic Development Needs located within the Five-Year Consolidated Plan were determined through community meetings, community surveys, and consultation with service providers. As with the social/public service and housing topics, HUD and the U.S. Census provide data on various economic development items. In addition, information collected from citizens, stakeholders, and service providers that are knowledgeable about economic development and could provide valuable information through the participation process.

Emergency/Disaster Response

Emergency/Disaster Need located within the Five-Year Consolidated Plan was determined in direct response to the COVID-19 pandemic.

AP-15 Expected Resources

INTRODUCTION

The Annual Action Plan must identify the federal, state, local and private resources expected to be available to the County to address priority needs and specific objectives identified in the Strategic Plan. These resources are summarized in **Table 5**.

For the Program Year 2020/2021 Annual Action Plan, the County anticipates an annual allocation which includes \$1,902,977 in Community Development Block Grant (CDBG) funds, \$660,812 in HOME Investment Partnerships (HOME) funds, and \$164,657 in Emergency Solutions Grant (ESG) funds. These allocations do not include an additional \$60,532 of CDBG carry-over funding from prior years and \$150,000 of HOME funds from prior years. In total, Manatee County received approximately \$2,938,978

in federal funding for the Annual Action Plan program year that will begin on October 1, 2020 and will expire on September 30, 2021.

These funds will be used for CDBG eligible activities consistent with the current goals and objectives identified in the Five-Year Consolidated Plan. CDBG, HOME, and ESG funds will be used for housing and community development activities including, but not limited to, increasing homeownership, providing existing homeownership assistance (e.g. housing rehabilitation), public services, infrastructure improvements, blight removal, homeless services/prevention and administration of the County's programs.

Other resources, such as private and non-Federal public sources may become available to the County during the program year. For CDBG leveraging, these include funding from State and Federal grant sources, County Departments (e.g. Public Works, Parks and Natural Resources, Building and Development Services, and Property Management), public or social service providers, or other sources. The County will also look to leverage funds and efforts through the Children's Services Dedicated Millage which funds an array of prevention, intervention and treatment programs for children birth through seventeen years of age, as authorized by County Ordinance #91-42 and associated amendments.

In addition, the half-cent Infrastructure Sales Tax (IST) is a possible source to fund infrastructure projects within designated low- and moderate- income areas.

TABLE 5: ANTICIPATED RESOURCES

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Consolidated Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public, Federal	Affordable Housing; Increasing Homeownership; Housing Rehabilitation/Reconstruction; Public Facility and Infrastructure Improvements; Public Services; Community and Economic Development; Planning & Administration	\$1,902,977	\$0	\$60,532	\$1,963,509	\$1,800,000	Additional resources for leveraging may include other State and Federal grant sources, County Departments (Public Works, Property Management, Parks and Natural Resources, Building and Development), public service providers or other sources of funding.
HOME	Public, Federal	Affordable Housing; Increasing Homeownership; Housing Rehabilitation/Reconstruction	\$660,812	\$0	\$150,000	\$810,812	\$450,000	Additional resources for leveraging may include other State and Federal grant sources (SHIP, CDBG)

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Consolidated Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	Public, Federal	Homeless Prevention; Public Services	\$164,657	\$0	\$0	\$164,657	\$130,000	Funding to assist with homeless prevention and homeless services. May leverage resources from non-profit services providers, & non-federal resources.

*HUD 2020 Formula Allocation

Table 5 – Anticipated Resources

The Annual Action Plan must summarize the County's priorities and the specific goals it intends to initiate and/or complete within the fourth year of the Strategic Plan. These goals must be described in quantitative terms. Manatee County has selected goal outcome indicators and quantities based on the anticipated performance measures of the 2020/2021 Annual Action Plan. See **Table 8** and **Table 9**.

EXPLAIN HOW FEDERAL FUNDS WILL LEVERAGE THOSE ADDITIONAL RESOURCES (PRIVATE, STATE AND LOCAL FUNDS), INCLUDING A DESCRIPTION OF HOW MATCHING REQUIREMENTS WILL BE SATISFIED

The County will look to leverage funds, if available, from State and Federal grants sources, County Departments (e.g. Public Works, Property Management, Parks and Natural Resources, Community Services, and Building and Development Services), public or social service providers, or other sources.

The County will also look to leverage funds, if available, from other agencies and programs against CDBG, HOME, and ESG dollars. The County will use funding from the State Housing Initiatives Program (SHIP) and/or other federal grants for the matching requirements under the HOME program, with 25% match on all expenditures except planning and administration, CHDO operating, CHDO capacity building, and CHDO project specific expenses when repayment is waived under §92.301. HUD provided for statutory suspensions and regulatory waivers to the match requirement under the HOME program; as such the County will be reducing the matching requirement under the HOME program by 100% for expenditures made during the period of October 1, 2019 – September 30, 2021 or until such time as the waiver is authorized. Manatee County's match amount for ESG will come from the Community Coalition on Homelessness d/b/a Turning Points who receives grant funds through other non-federal sources. Consistent with ESG program requirements, a 100% match on all expenditures will be provided after the date that HUD signs the grant agreement. For ESG, cash, non-cash, and program income must meet requirements of § 576.201.

During the 2016 General Election, Manatee County voters approved a half-cent sales tax to pay for local roads, parks and public safety needs. Where possible, Manatee County will look to leverage these dollars with federal funds.

In an effort to “plan, prevent, prepare and respond to” the COVID-19 pandemic, the County aims to provide assistance through CDBG funding and CARES Act funding to projects that address the provision of needed services. The County plans to utilize \$60,532 of CDBG funding to support an existing service through Meals on Wheels, temporary meals assistance.

IF APPROPRIATE, DESCRIBE PUBLICALLY OWNED LAND OR PROPERTY LOCATED WITHIN THE JURISDICTION THAT MAY BE USED TO ADDRESS THE NEEDS IDENTIFIED IN THE PLAN

Manatee County Departments will work closely to dispose of surplus properties that are owned by Manatee County. Currently, the County administers a surplus property program that gives potential individuals the opportunity to obtain surplus property owned by Manatee County. These properties are potential surplus and must be approved by the county departments, administrators, and the Board of County Commissioners prior to approval. The County actively markets County owned property through the Property Management Department.

Also, through the property conveyance process developed by Manatee County, the Property Management Department works with the REO Department to identify surplus property that would be available for the development of permanent affordable housing. The County then seeks a non-profit partner to convey the property to in order to develop affordable housing.

Finally, through the Property Management Department, the County actively seeks property to acquire. Property Acquisition is responsible for identifying and obtaining real property needed by the County to deliver services to the citizens of Manatee County. The acquisition process includes negotiations with property owners to secure contracts for sale and purchase and conveyance of property following approval by the Board of County Commissioners.

DISCUSSION

Manatee County's anticipated funding allocation will address many of the County's goals, including housing, social/public services, community development/public improvements, economic development and emergency/disaster response. The County is fortunate to have a network of public or social service providers to help address these goals through financial leveraging, as well as other Federal funding sources, State funding sources, County Departments, and other agency and program funding.

AP-20 Annual Goals and Objectives

TABLE 6: GOALS SUMMARY INFORMATION

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator	Quantity	Unit of Measure (UoM)
1	Housing	2020	2021	Affordable Housing	Countywide	Quality of Housing, Expand Access to Housing, Programs and Services	CDBG - \$812,216	Homeowner Housing Rehabilitated	14	Households/Housing Units
							HOME - \$645,609	Homeowner Housing Added	8	Household/Housing Units
2	Social/Public Service	2020	2021	Homeless Non-Homeless Special Needs	South County and Samoset West R/ECAPs, Countywide	Basic Needs Assistance, Transportation Services for Special Needs, Homeless Prevention, Services, and Shelters, Expand Access to Housing Programs and Services	CDBG - \$295,232	Public service activities other than Low/Moderate Income Housing Benefit	392	Persons Assisted
							ESG - \$152,308	Homelessness Prevention	30	Persons Assisted
3	Community Development/Public Improvements	2020	2021	Non-Housing Community Development	Countywide	Public Facilities Improvements	CDBG - \$475,466	Public Infrastructure Projects	2	Projects
4	Economic Development	2020	2021	Economic Development	N/A	N/A	CDBG - \$0	N/A	0	N/A
5	Emergency/Disaster Response	2020	2021	Emergency/ Disaster Response	Countywide	Basic Needs Assistance Transportation Services for Special Needs	CDBG - \$60,532	Public service activities other than Low/Moderate Income Housing Benefit	75	Persons Assisted
6	Program Administration	2020	2021	Program Administration	Countywide	N/A	CDBG - \$380,595	Other	N/A	Other
							HOME - \$165,203 ESG - \$12,349			

Table 6 – Goals Summary Information

TABLE 7: GOAL DESCRIPTIONS

1	Goal Name	Housing
	Goal Description	Improve availability, accessibility, and condition of affordable housing for low- and moderate-income and special needs households throughout Manatee County. CDBG - \$812,216 HOME - \$645,609
2	Goal Name	Social/Public Service
	Goal Description	Expand the accessibility and coordination of social services to Manatee County low- and moderate-income, homeless, and special needs populations. CDBG - \$295,232 ESG - \$152,308
3	Goal Name	Community Development/Public Improvements
	Goal Description	Enhance the living environment of low- and moderate-income, homeless, and special needs populations through public improvement projects and activities. CDBG - \$475,466
4	Goal Name	Economic Development
	Goal Description	Support programs that create economic opportunities for low- and moderate-income persons or within the designated low- and moderate-income areas. CDBG - \$0
5	Goal Name	Emergency/Disaster Response
	Goal Description	Prepare for, prevent, and respond to the COVID-19 pandemic. CDBG - \$60,532
6	Goal Name	Program Administration
	Goal Description	Program administration is required to implement the County's Consolidated Plan goals. Program administration addresses all outcomes, objectives and priority needs. CDBG - \$380,595 HOME - \$165,203 ESG - \$12,349

Table 7 – Goal Descriptions

AP-35 Projects

INTRODUCTION

The Annual Action Plan includes proposed activities that meet the priority housing and community development needs as described in the 2017/2021 Consolidated Plan. Manatee County has developed a comprehensive strategy for using limited resources available to address the housing and community development needs of its low- and moderate-income citizens, the homeless, and its housing stock.

For the Program Year 2020/2021 Annual Action Plan, the County anticipates an annual allocation which includes \$1,902,977 in Community Development Block Grant (CDBG) funds, \$660,812 in HOME

Investment Partnerships (HOME) funds, and \$164,657 in Emergency Solutions Grant (ESG) funds. These allocations do not include an additional \$60,532 of CDBG carry-over funding from prior years and \$150,000 of HOME funds from prior years. In total, Manatee County received approximately \$2,938,978 in federal funding for the Annual Action Plan program year that will begin on October 1, 2020 and will expire on September 30, 2021.

Manatee County takes great pride in the range of programs and services that are available to residents. Manatee County understands the need to ensure that basic services are provided. The County has utilized the CDBG, HOME, and ESG Programs to constructively meet the changing needs of the community.

TABLE 8: PROJECT INFORMATION

#	Project Name
1	2020 Project Smile – CDBG
2	2020 Unfunded Senior Meals – CDBG
3	2020 Allean’s Loving Care – CDBG
4	2020 Financial Coaching – CDBG
5	Sunrise Adult Training Center Improvement – CDBG
6	Homeowner Downpayment Assistance – CDBG
7	Real Vision Barber Academy Training Facility Improvements – CDBG
8	Homeowner Rehabilitation Program – CDBG
9	COVID-19 Temporary Food Assistance/Meals on Wheels – CDBG
10	General Administration/Planning – CDBG
11	Homeowner Rehabilitation Program – HOME
12	General Administration/Planning – HOME
13	Homelessness Prevention, Rapid Rehousing, & Case Management – ESG
14	General Administration/Planning – ESG

**Activities are public service – subject to 15% cap*

Table 8 – Project Information

DESCRIBE THE REASONS FOR ALLOCATION PRIORITIES AND ANY OBSTACLES TO ADDRESSING UNDERSERVED NEEDS

One obstacle to meeting underserved needs is the lack of resources. Given that entitlement programs have been reduced over the last several fiscal years, Manatee County plans to continue to review alternative sources of funds to help address the needs of County residents. In the immediate future, due

to the COVID-19 pandemic, the County will be focusing efforts on responding to the pandemic and to address basic needs rather than looking to expand program opportunities

The County has also identified the housing requirements of the poverty-level renter and homeowner as a major underserved need. Although the County supports the construction of low-income rental projects, these projects, which are primarily funded through the Florida Housing Finance Corporation, only reach up to 60% of median family income. Therefore, there is still a group of low-income residents who are unable to be housed through these initiatives. These projects include HOME, SHIP and other state funds, but are generally projects funded through the Low-Income Housing Tax Credit (LIHTC) program, and the State Apartment Incentive Loan (SAIL) Program.

Neighborhood resistance to group homes is also an obstacle; however, the State now requires that communities allow small group homes (6 people and under) in all residential zoning districts. This has alleviated some of the need.

AP-38 Project Summary

TABLE 9: PROJECT SUMMARY INFORMATION

1	Project Name	2020 Project Smile
	Target Area	Countywide
	Goals Supported	Social/Public Service
	Needs Addressed	Basic Needs Assistance, Transportation Services for Special Needs
	Funding	\$65,000 - CDBG
	Description	Provides dentures, prosthetics, and materials for making such devices for homeless and income-eligible residents of unincorporated Manatee County.
	Planned Activities	05M Health Services (200 Persons Assisted)
2	Project Name	2020 Unfunded Senior Meals
	Target Area	Samoset West R/ECAP, South County R/ECAP
	Goals Supported	Social/Public Service, Emergency/Disaster Response
	Needs Addressed	Basic Needs Assistance, Transportation Services for Special Needs
	Funding	\$67,200 - CDBG
	Description	Provide meals to elderly clients who reside in R/ECAP
	Planned Activities	05A Senior Services (30 Persons Assisted)
3	Project Name	2020 Allean's Loving Care
	Target Area	Countywide
	Goals Supported	Social/Public Service
	Needs Addressed	Expand Access to Housing Programs and Services, Basic Needs Assistance, Transportation
	Funding	\$80,000 - CDBG
	Description	Provides in-home care and companion services to the elderly
	Planned Activities	05A Senior Services (20 Persons Assisted)
4	Project Name	2020 Financial Coaching
	Target Area	Countywide
	Goals Supported	Social/Public Service
	Needs Addressed	Expand Access to Housing Programs and Services
	Funding	\$22,500 - CDBG
	Description	Provide one-on-one housing and stabilization counseling to income-eligible residents of unincorporated Manatee County
	Planned Activities	05X Housing Information and Referral Services (50 persons assisted)
5	Project Name	Barber Training Facility Improvements
	Target Area	Samoset West R/ECAP

	Goals Supported	Community Development/Public Improvements
	Needs Addressed	Public Facilities Improvements
	Funding	\$224,105 – CDBG
	Description	Rehabilitate the facility, including making improvements to the roof, electrical, plumbing, entrance, HVAC, flooring, and parking lot. Located at 917 26 th Avenue East, Bradenton, FL.
	Planned Activities	03Z Other Public Improvements Not Listed in 03A-03T (1 Facility)
6	Project Name	Sunrise Adult Training Center Improvements
	Target Area	Countywide
	Goals Supported	Community Development/Public Improvements
	Needs Addressed	Public Facilities Improvements
	Funding	\$251,361 - CDBG
	Description	Reconfigure space for the construction of offices to dedicate an area for healthcare services and for the installation of new windows to promote natural light. Located at 2203 30 th Avenue West, Bradenton, FL.
	Planned Activities	03P Health Facilities (1 Facility)
7	Project Name	2020 Downpayment Assistance Program
	Target Area	Countywide
	Goals Supported	Housing
	Needs Addressed	Expand Access to Housing Programs and Services
	Funding	\$300,000 - CDBG
	Description	Provide down payment and closing cost assistance toward the purchase of existing or newly constructed residential units by income-eligible household.
	Planned Activities	05R Homebuyer Downpayment Assistance (8 Households Assisted)
8	Project Name	Homeowner Rehabilitation Program
	Target Area	Countywide
	Goals Supported	Housing
	Needs Addressed	Quality of Housing
	Funding	\$512,216 - CDBG
	Description	Repair, rehabilitation or reconstruction of existing income-eligible homeowners occupied residential units.
	Planned Activities	14A Rehab: Single-Unit Residential (7 Homeowner Houses Rehabilitated)
9	Project Name	COVID-19 Temporary Food Assistance/Meals on Wheels
	Target Area	Countywide
	Goals Supported	Emergency/Disaster Response, Social/Public Service

	Needs Addressed	Basic Needs Assistance, Transportation Services for Special Needs
	Funding	\$60,532 - CDBG
	Description	Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.
	Planned Activities	05W: Food Banks (75 Persons Assisted)
10	Project Name	General Administration/Planning - CDBG
	Target Area	Countywide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	\$380,595.00 - CDBG
	Description	Oversight, management, monitoring, and coordination of CDBG activities.
	Planned Activities	21A General Program Administration
11	Project Name	Homeowner Rehabilitation Program
	Target Area	Countywide
	Goals Supported	Housing
	Needs Addressed	Quality of Housing
	Funding	\$645,609 - HOME
	Description	Rehabilitation or reconstruction of existing income-eligible homeowner-occupied residential units.
	Planned Activities	14A Rehab: Single-Unit Residential (6 Homeowner Houses Rehabilitated)
12	Project Name	General Administration/Planning - HOME
	Target Area	Countywide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	\$165,203 - HOME
	Description	Oversight, management, monitoring, and coordination of HOME activities
	Planned Activities	21A General Program Administration
13	Project Name	Homelessness Prevention, Rapid Rehousing, & Case Management
	Target Area	Countywide
	Goals Supported	Social/Public Service
	Needs Addressed	Homeless Prevention, Services, and Shelters
	Funding	\$152,308 - ESG
	Description	Provide for homeless prevention and rapid rehousing services.
	Planned Activities	Homeless Prevention: 05Q Subsistence Payments (30 persons assisted)
	Project Name	General Administration/Planning - ESG

14	Target Area	Countywide
	Goals Supported	Program Administration
	Needs Addressed	Program Administration
	Funding	\$12,349 - ESG
	Description	Oversight, management, monitoring, and coordination of ESG activities.
	Planned Activities	21A General Program Administration

Table 9 – Project Summary Information

AP-50 Geographic Distribution

DESCRIPTION OF THE GEOGRAPHIC AREAS OF THE ENTITLEMENT (INCLUDING AREAS OF LOW-INCOME AND MINORITY CONCENTRATION) WHERE ASSISTANCE WILL BE DIRECTED

Manatee has designated low- and moderate- income census block groups with the highest percentages of low- and moderate- income households as “Target Areas”. The Community Block Grant Development (CDBG) program requires that each CDBG-funded activity must meet one of the HUD defined National Objectives which are:

- Benefiting low- and moderate-income persons,
- Preventing or eliminating blight, or
- Meeting 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.

With respect to activities that benefit all the residents of a given area, at least 51% of the area’s residents must be low- and moderate- income or the area must obtain a slum/blight area designation. Some CDBG assisted activities, such as parks, neighborhood facilities, community centers and streets, serve an identified geographic area. These activities generally meet the low- and moderate-income principal benefit requirement if 51 percent of the residents in the activity's service area are low- and moderate- income.

The Low- and Moderate- Income Areas Map located in the Appendix of this document shows all census block groups in which the majority of the population have incomes below the 80% AMI threshold. Each of these areas meets the eligibility requirements for low- and moderate-income area benefit.

In addition, Manatee County has identified areas known as Racially/Ethnically Concentrated Areas of Poverty (R/ECAPs) as target areas. This includes both the Samoset West and South County Target Areas. HUD has developed a census tract-based definition of R/ECAPs. The definition involves a racial/ethnic concentration threshold and a poverty test. The racial/ethnic concentration threshold is straightforward: R/ECAPs must have a non-white population of 50 percent or more. Regarding the poverty threshold, HUD defines neighborhoods of extreme poverty as census tracts with 40 percent or more of individuals living at or below the poverty line. Because overall poverty levels are substantially lower in many parts of the country, HUD supplements this with an alternate criterion. Thus, a neighborhood can be a R/ECAP if it has a poverty rate that exceeds 40% or is three or more times the average tract poverty rate for the metropolitan/micropolitan area, whichever threshold is lower.

Census tracts with this extreme poverty that satisfy the racial/ethnic concentration threshold are deemed R/ECAPs. Manatee County has three Census Tracts that are identified as R/ECAPs. These three Census Tracts all reside within the South County area, more specifically, in and near the area known as “Samoset”.

Additionally, two neighborhoods that each have higher percentages of lower income residents, Samoset and Washington Gardens have been identified as Target Areas.

Finally, Manatee County is in the process of seeking a low- and moderate- income designation and/or a slum/blight area designation for the Rubonia Neighborhood which resides in North County. The Rubonia Neighborhood is an unincorporated community in Manatee County. The 2010 U.S. Census shows the Rubonia Neighborhood residing within Census Tract 16.01 Block Group number 2. It should be noted, the Rubonia Neighborhood limits do not match the Census Block group limits. The Fiscal Year 2016 Low- and Moderate- Income Areas Summary Data provided by HUD shows a low- and moderate- income percentage of 36.17 for this Census Block Group. This does not meet the 51% threshold required to be considered a low- and moderate- income area.

For the 2020/2021 Annual Action Plan, Manatee County will provide direct assistance to these low- and moderate-income areas of the County including, but not limited to, the identified R/ECAP and Low- and Moderate- Income Target Areas. These Target Areas are identified in **Table 10**. Assistance will also be

made available Countywide to persons meeting the CDBG eligibility requirements for low- and moderate-income benefit.

TABLE 10: GEOGRAPHIC DISTRIBUTION

Target Area	Percentage of Funds
Samoset Target Area	0%
Samoset West R/ECAP Target Area	13.5%
South County R/ECAP Target Area	1.7%
Washington Park Target Area	0%
Low- and Moderate-Income Areas/Countywide	84.8%

Table 10 – Geographic Distribution

RATIONALE FOR THE PRIORITIES FOR ALLOCATING INVESTMENTS GEOGRAPHICALLY

Manatee County’s rationale for allocating investments geographically is dependent upon the location of low- and moderate-income populations and Racially and Ethnically Concentrated Areas of Poverty (R/ECAPs) as defined above.

The R/ECAPs are prioritized due to the Assessment of Fair Housing that was approved in February of 2017. Several activities will directly benefit the R/ECAPs: Home Rehabilitation Program and Meals on Wheels PLUS of Manatee, Inc. - Unfunded Senior Meals. These programs comprise 15.2% of expected non-administrative funding for 2020/2021 and are directed toward physical and social enhancements of the R/ECAPs.

Additionally, in 2019 the County allocated \$250,000 to the Samoset Area by way of Manatee County/Samoset Area Infrastructure Improvements (Engineering/Design/Construction) which will provide infrastructure improvements within the Samoset Area. This covers two of the County’s Target areas (Samoset and Samoset West R/ECAP). Also, in 2019 the County allocated \$780,000 in CDBG to Manatee County Habitat for Humanity/Poling Gardens Infrastructure Project and \$300,000 in HOME to Contemporary Housing Alternatives of Florida, Inc. (CHAF) Affordable Rental Housing Development for the development of new affordable housing opportunities; both of which will commence during this program year.

All other activities, or the remainder of expected non-administrative funding, will benefit any person meeting the CDBG eligibility requirements for low- and moderate-income benefit, including persons living in the R/ECAPs and Target Areas. These other activities include homebuyer assistance, home rehabilitation program, public facility projects, affordable housing development, and the homeless or persons likely to become homeless, as well as the County's administration of CDBG, HOME, and ESG funds.

DISCUSSION

Manatee County has identified 14 projects to implement the five goals of the Strategic Plan during the fourth year of the 2017-2021 Consolidated Plan. These projects benefit low- and moderate-income persons Countywide and within the County's Target Areas. Projects with Countywide benefit include Manatee County Homeowner Rehabilitation Program, Project Smile, Allean's Loving Care, Housing Preservation, meals programs, as well as the County's administration of CDBG, HOME, and ESG funds. Furthermore, several projects are specific to the R/ECAPs.

AP-55 Affordable Housing

INTRODUCTION

The County places a high priority on providing affordable homeownership and rental opportunity in Manatee County. This goal shall be addressed, in part, by local non-profit organizations and developers that construct affordable housing for lower-income homebuyers and renters. In addition, the County will continue to deliver its housing rehabilitation and rental assistance programs, and to support homebuyer education and Fair Housing activities.

Manatee County approved Resolution R-17-069 on August 22, 2017, to enact the Livable Manatee Incentive Program for Qualified New Affordable Housing. This program provides for homeownership and rental incentives to foster the construction of new affordable units and is an improvement and expansion on the previous Affordable Housing Impact Fee Program. Through this program, Manatee County will pay 100% of impact fees for new qualified affordable units and will expedite the corresponding review and permitting process. The resulting development is subject to a Land Use Restriction Agreement to maintain affordability for a designated amount of time.

Additionally, Manatee County amended its Future Land Use Categories and increased densities in the Comprehensive Plan to further support affordable housing. The companion Land Development Code changes were adopted and implemented in April 2019.

Finally, in response to the COVID-19 pandemic the County has worked to develop the Housing Assistance Program for temporary rental and mortgage assistance through the CARES Act to help sustain housing for those impacted by COVID-19.

The Annual Action Plan must specify goals for the number of homeless, non-homeless, and special needs households to be supported within the program year. These numbers are shown in **Table 11** and are inclusive of the affordable housing activities shown in **Table 6**, in addition to other planned housing activities identified in **Table 8**. **Table 12** indicates the number of households to be supported through specific activities, including rental assistance, production of new units, rehabilitation of existing units, or acquisition of existing units. For the purposes of this section, the term “affordable housing” is defined in the HOME regulations at 24 CFR 92.252 for rental housing and 24 CFR 92.254 for homeownership. [This section replaces the former HUD Table 3B.]

TABLE 11: ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT REQUIREMENT

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	22
Special Needs	0
Total	22

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

TABLE 12: ONE YEAR GOALS FOR AFFORDABLE HOUSING BY SUPPORT TYPE

One Year Goals for the Number of Households Supported Through:	
Rental Assistance	0
The Production of New Units	8
Rehab of Existing Units	14
Acquisition of Existing Units	0
Total	22

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

DISCUSSION

The County will continue to deliver its long-standing housing programs, including housing rehabilitation, housing replacement, rental assistance, and down payment assistance through both federal and state programs, coordinate with non-profit organizations and for-profit developers that construct affordable housing, and support homebuyer education and Fair Housing activities. These housing activities will support twenty-two (22) households through a combination of production of new units, downpayment assistance, and rehabilitation of existing units.

AP-6o Public Housing

INTRODUCTION

This section of the Annual Action Plan describes what actions Manatee County will take in the 2020/2021 program year to carry out the public housing portion of the Strategic Plan. Below, the County has identified the manner in which the 2020/2021 Annual Action Plan will address the needs of public housing during the program year.

ACTIONS PLANNED DURING THE NEXT YEAR TO ADDRESS THE NEEDS TO PUBLIC HOUSING

Currently, Manatee County has two Public Housing Authorities working within its borders. These include the Bradenton Public Housing Authority, which also manages the Hope VI housing project, and the Manatee County Housing Authority. According to the Manatee County Housing Authority, as of August 2020 the MCHA manages 80 public housing units and 1,276 Section 8 vouchers.

These units/vouchers are in constant demand. The current waiting list is 100 applicants while the Section 8 voucher program is more than 500 applicants. Typical wait time is 6 months to 2 years before receiving assistance. Currently, both public housing authorities have closed their waiting lists in an effort to manage the current demand.

According to the Manatee County Housing Authority, their PHA Plan has taken the following steps to ensure consistency between this Plan and the Consolidated Plan for the jurisdiction:

- The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan.

- The PHA has participated in many consultation processes, organized and offered by Manatee County, in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during development of their Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan.

This Plan also explains that there are no public housing units or Section 8 Vouchers expected to be lost from their inventory over the next five years. In addition, the PHA does not utilize a HOPE VI grant.

ACTIONS TO ENCOURAGE PUBLIC HOUSING RESIDENTS TO BECOME MORE INVOLVED IN MANAGEMENT AND PARTICIPATE IN HOMEOWNERSHIP

All programs in the 2020/2021 Annual Action Plan are available to public housing residents and address the common needs experienced by low-income persons, including public housing residents. In addition, public housing residents are encouraged to participate in the Annual Action Plan development process.

Furthermore, in 2017 Manatee County collaborated with the MCHA to develop a joint AFH. The AFH was a citizen-driven plan that was developed through a series of public outreach efforts that included the surveys with PHA residents, meetings with MCHA staff, and attending PHA resident advisory board meetings.

IF THE PHA IS DESIGNATED AS TROUBLED, DESCRIBE THE MANNER IN WHICH FINANCIAL ASSISTANCE WILL BE PROVIDED OR OTHER ASSISTANCE

The Manatee County Housing Authority has a PHAS score of 100 and has a “small PHA deregulation” and is not listed as troubled by HUD. The Bradenton Housing Authority has a PHAS score of 88 and is considered a standard performer and is not listed as troubled by HUD.

DISCUSSION

Affordable housing needs are met by multiple service providers in Manatee County. The MCHA currently administers public housing units and tenant-based vouchers (HCVs). The County will continue to coordinate referrals with the MCHA in order to connect low-income residents with housing options.

AP-65 Homeless and Other Special Needs Activities

INTRODUCTION

This section of the Annual Action Plan describes Manatee County's one-year goal and the specific actions steps it will undertake in the program year to carry out the homeless strategy identified in the Strategic Plan. Additionally, this section addresses any activities related to the supportive housing needs of non-homeless populations.

DESCRIBE THE JURISDICTIONS ONE-YEAR GOALS AND ACTIONS FOR REDUCING AND ENDING HOMELESSNESS

Consistent with the Five-Year Consolidated Plan's Strategic Plan, Manatee County will pursue the goal of reduced homeless. To this end, the County has programmed activities that meet the objectives of the Strategic Plan. Activities include:

- Project Smile - Funding to pay for dentures, prosthetics, and supplies for making such devices for homeless clients.
- Homeless Prevention - Funding will provide for housing relocation and stabilization services, and short-term and medium-term rental assistance.

REACHING OUT TO HOMELESS PERSONS (ESPECIALLY UNSHELTERED PERSONS) AND ASSESSING THEIR INDIVIDUAL NEEDS

Consistent with the Five-Year Consolidated Plan's Strategic Plan, Manatee County will pursue the goal of reduced homeless. To this end, the County has programmed activities that meet the objectives of the Strategic Plan. Activities include:

- Project Smile - Funding to pay for dentures, prosthetics, and supplies for making such devices for homeless clients.
- Homeless Prevention - Funding will provide for housing relocation and stabilization services, and short-term and medium-term rental assistance

Strategies outlined in the Consolidated Plan and the specific actions taken by Centerstone of Florida, Manatee County will continue to support the efforts of the Suncoast Partnership to End Homelessness, Inc., through this Action Plan Program Year.

Additionally, the County is using CDBG funding from the CARES Act to reach out to unsheltered persons experiencing homelessness to connect them with traditional and COVID-19 related resources.

ADDRESSING THE EMERGENCY SHELTER AND TRANSITIONAL HOUSING NEEDS OF HOMELESS PERSONS

One of the County's strategies for preventing and reducing homelessness is to assist non-profit service providers in obtaining additional funding sources for emergency shelters. The primary activities to address homelessness during the 2020/2021 program year is Project Smile and Homeless Prevention through short-term and medium-term rental assistance.

As stated previously, the dramatic increase in housing costs could lead to homelessness for individuals and families. Manatee County continues to support programming that is designed to prevent homelessness by assisting homeowners and renters that find themselves behind in mortgage or rental payments. This type of temporary assistance can help families that truly find themselves in a unique situation that can be remedied by one-time support. Through the Homeless Prevention activity, the County will provide or housing relocation and stabilization services, and short-term and medium-term rental assistance.

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

Another of the County's strategies for preventing and reducing homelessness is to promote and encourage the development of programs that facilitate the transition from homelessness into permanent housing. With ESG funds, the County supports homeless prevention and rapid rehousing services for the homeless.

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

Homeless prevention is a major concern and goal of Manatee County. Strategies outlined in the Consolidated Plan will continue to support the efforts of the Suncoast Partnership to End Homelessness, Inc., through this Action Plan Program Year.

During the 2020/2021 program year, Manatee County will coordinate with Suncoast Partnership to End Homelessness, the County's designated Continuum of Care agency and other homeless service providers to implement a cohesive, community-wide discharge coordination policy that can be successfully implemented to ensure that persons being discharged from publicly funded agencies and institutions do not become homeless upon release. Programs currently meeting such need include Turning Points, Our Daily Bread, The Salvation Army, and Catholic Charities.

The County will coordinate with Suncoast Partnership to End Homelessness and its member agencies that offer self-sufficiency training, medical/healthcare, mental health counseling, case management, and other activities to prevent homelessness in populations that may be discharged from systems of care but require housing assistance and continued access to related social services.

In addition, the County previously allocated CDBG funding from the CARES Act to Workforce Retraining and Legal Assistance programs that will continue through the 2020/21 program year that help low income families impacted by COVID-19 avoid homelessness.

DISCUSSION

With the exception of a small amount of funds to be allocated to ESG program administration, the County plans to allocate the entire ESG allocation of \$164,657 toward homeless services for the 2020/2021 program year. These activities will provide much needed services for the homeless population.

Additionally, toward both reducing homelessness and addressing special needs, the County will support health services and other related activities including rental assistance and services for at-risk families.

Special needs in Manatee County include meal and home repair assistance for seniors, supportive housing for persons with disabilities, substance abuse and mental health counseling, HIV/AIDS services, and support in response to domestic violence and at-risk youth. The following 2020/2021 program year activities will support persons with special needs. These activities include:

- Manatee County Homeowner Rehabilitation Program
- Unfunded Senior Meals
- AMFM Enterprise, Inc. - Allean's Loving Care

AP-75 Barriers to Affordable Housing

INTRODUCTION

Manatee County is dedicated to providing affordable housing to homeless, non-homeless, and special needs households. During the 2020/2021 program year, the County will utilize the Housing Rapid Response Team and Land Development Code incentives for the Urban Corridors and the Livable Manatee Incentive Program for Qualified New Affordable Housing that act to reduce barriers to and incentivize affordable housing. Moreover, County staff will review and identify required revisions to the Comprehensive Plan and Land Development Code to further fair housing and remove or ameliorate barriers to affordable housing.

Additionally, in 2019 the County provided funding to support two (2) affordable housing development projects: Contemporary Housing Alternatives of Florida, Inc. (CHAF) Affordable Rental Housing Development (HOME) and Manatee County Habitat for Humanity/Poling Gardens Infrastructure Project (CDBG).

With regard to fair housing, Manatee County has made available funds from 2019/2020 and CDBG from the CARES Act for use during the program year 2020/2021 to the Gulfcoast Legal Services for low- and moderate-income residents who are victims of predatory lending practices, foreclosure rescue scams, persons who are experiencing or who have experienced discrimination and/or fraud in housing and to remedy these matters through negotiation, workouts, mediation or litigation.

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

Public policies can have a direct impact on barriers to affordable housing. Manatee County has recognized this fact and has reviewed its own process to expose any barriers or obstacles to developing affordable housing. From this review, a few concerns were noted. These included the review time by the staff and the cost to the developer, the limited code allowances for affordable or workforce housing, and impact fees. To alleviate these concerns, a variety of policies and or regulations were put into practice. An in-depth description of these policies and regulations are provided within the Consolidated Plan. An overview is outlined here:

Housing Rapid Response Team – assists housing developers who wish to participate in the County’s affordable/workforce housing programs expedite the development and permitting processes.

Manatee County Land Development Code – outlines incentives which may be available to developers of affordable/workforce housing developments. Developers for income-eligible households may seek expedited review and permit processing, review and permit fee refunds, and other incentives, as applicable.

Urban Corridors - Starting in 2016, the County made amendments to the Comprehensive Plan and Land Development Code to improve opportunities for infill, redevelopment and development, along major corridors in strategic areas of the County. The amendments generally provide greater flexibility in the regulations, allow for moderate increases in density and intensity of development, and allow residential and mixed-use development patterns to occur along the corridors. They also ensure that development review is consistent, meaningful, and predictable for staff, the developer, and citizens. In 2017, the Urban Corridors received statewide recognition for allowance of greater densities and building heights while promoting mixed-use and walkability.

Livable Manatee Incentive Program for Qualified New Affordable Housing - Manatee County approved Resolution R-17-069 on August 22, 2017, to enact the Livable Manatee Incentive Program for Qualified New Affordable Housing. This program provides for homeownership and rental incentives to foster the

construction of new affordable units and is an improvement and expansion on the previous Affordable Housing Impact Fee Program. Through this program, Manatee County will pay 100% of impact fees for new qualified affordable units and will expedite the corresponding review and permitting process. The resulting development is subject to a Land Use Restriction Agreement to maintain affordability for a designated amount of time.

Fair Housing Proclamation - Manatee County has made a commitment to affirmatively further fair housing within the community. Along with the recent adoption of the Assessment of Fair Housing, the County has declared the month of April as “Fair Housing Month”. With this proclamation the Board of County Commissioners calls upon all residents and citizens to recognize that compliance with the U.S. Fair Housing Laws is the equitable way in which to guarantee fair housing practices for all citizens.

National Community Development Week Proclamation – April 22-26, 2019 was designated National Community Development Week to recognize and celebrate the CDBG Program and the HOME Program. On April 23, 2019 Manatee County BOCC adopted a Proclamation to recognize the outstanding work being done locally with CDBG and HOME funds by urging Congress to provide increased funding for both programs in Fiscal Year 2020.

DISCUSSION

During the 2020/2021 program year, the County will utilize the Housing Rapid Response Team and Land Development Code incentives for the Urban Corridors and the Livable Manatee Incentive Program for Qualified New Affordable Housing that act to reduce barriers to and incentivize affordable housing. It should also be noted that, through the development of the AFH, the County identified several policies and regulations that need to be reviewed with the goal in determining what impediments to fair housing and barriers to affordable housing exist within these policies. The Land Development Code and County Comprehensive Plan were identified as documents that will need to be reviewed.

AP-85 Other Actions

INTRODUCTION

This section of the Annual Action Plan describes the Manatee County's planned actions to carry out the following strategies outlined in the Strategic Plan:

- Foster and maintain affordable housing;
- Evaluate and reduce lead-based paint hazards;
- Reduce the number of poverty-level families;
- Develop institutional structure; and
- Enhance coordination.

In addition, the County has identified obstacles to meeting underserved needs and proposed actions to overcome those obstacles.

ACTIONS PLANNED TO ADDRESS OBSTACLES TO MEETING UNDERSERVED NEEDS

One obstacle to meeting underserved needs is the lack of resources. Given that entitlement programs have been reduced over the last several fiscal years, during the 2020/2021 program year, Manatee County will continue to review alternative sources of funds to help address the needs of County residents. Efforts will be made to submit grant applications to Federal, State, and local agencies, as staffing allows. Specific grant applications could include prisoner re-entry into society, mental health services, infrastructure improvements, and neighborhood revitalization.

The County has also identified the housing requirements of the poverty-level renter and homeowner as a major underserved need. Although the County supports the construction of low-income rental projects, these projects, which are primarily funded through the Florida Housing Finance Corporation, only reach up to 60% of median family income. Therefore, there is still a group of low-income residents who are unable to be housed through these initiatives. These projects include HOME, SHIP and other state funds, but are generally projects funded through the Low-Income Housing Tax Credit (LIHTC) program, and the State Apartment Incentive Loan (SAIL) Program. During the 2020/2021 program year, Manatee County will utilize incentive programs, such as the Livable Manatee Incentive Program for Qualified Affordable Housing, to foster additional rental units affordable to low income residents.

Neighborhood resistance to group homes is also an obstacle; however, the State now requires that communities allow small group homes (6 people and under) in all residential zoning districts. This has alleviated some of the need.

In an effort to “plan, prevent, prepare and respond to” the COVID-19 pandemic, the County aims to provide assistance through CDBG funding and CARES Act funding to projects that address the provision of needed services. Recently the County has committed approximately \$1.7 million in CDBG-CV and ESG-CV funding to services that will be available during the 2020/21 program year that is aimed at mitigating the effects of COVID-19. Additionally, the County plans to utilize \$60,532 of 2020 CDBG funding to support an existing service through Meals on Wheels, temporary meals assistance.

ACTIONS PLANNED TO FOSTER AND MAINTAIN AFFORDABLE HOUSING

The County will continue to deliver its long-standing housing programs, including housing rehabilitation, housing replacement, rental assistance, and down payment assistance, coordinate with non-profit organizations and developers that construct affordable housing, and support homebuyer education and Fair Housing activities. These housing activities will support twenty-two (22) households through a combination of production of downpayment assistance, new units, rehabilitation of existing units, and short-term to medium-term rental assistance.

During the 2020/2021 program year, the County will utilize the Housing Rapid Response Team and Land Development Code incentives for the Urban Corridors and the Livable Manatee Incentive Program for Qualified New Affordable Housing that act to reduce barriers to and incentivize affordable housing. These programs foster affordable housing through expedited review and permitting, impact fee waivers, density and height allowances, and other measures to facilitate the production of new units affordable to low and moderate-income residents.

Additionally, in the past program year the County has provided support for two (2) affordable housing developments: Contemporary Housing Alternatives of Florida, Inc. (CHAF) Affordable Rental Housing Development (HOME) and Manatee County Habitat for Humanity/Poling Gardens Infrastructure Project (CDBG).

ACTIONS PLANNED TO REDUCE LEAD-BASED PAINT HAZARDS

During the coming year, the Manatee County Health Department will continue to test low-income children for lead poisoning, as well as investigate any cases found. The County will meet the requirements of the new lead-based paint regulations by undertaking the actions shown in the Consolidated Plan as outlined below.

Three members of the housing staff within the Redevelopment and Economic Opportunity Department have successfully completed the HUD Office of Lead Hazard Control's "Visual Assessment Course" training. Participating contractors who have not attended the training continue to be encouraged to obtain training certification in lead-based paint safety procedures.

The County will address the lead-based paint hazards that are found in all homes rehabilitated with the County's CDBG and/or HOME funds. Only homes that are pre-1978 are subject to the lead-based paint provisions and, fortunately, many homes in Manatee County were constructed after 1978.

The County will continue to encourage appropriate staff and participating contractors to attend training and obtain certification in "Lead-Based Paint Safe Work Practices" for County construction and rehabilitation projects.

ACTIONS PLANNED TO REDUCE THE NUMBER OF POVERTY-LEVEL FAMILIES

Manatee County through programs proposed in the 2020/2021 Annual Action Plan has developed a program that will serve poverty level families and those in need. Through various housing initiatives the County will aim to increase the number of affordable units available, along with providing funds to rehabilitation substandard housing for income qualified households.

Also, with regards to financial literacy programs, legal services, and homeless prevention the County will provide a series of public services that address the priority needs identified within the Consolidated Plan.

ACTIONS PLANNED TO DEVELOP INSTITUTIONAL STRUCTURE

The County has a strong institutional structure in place to carry out its housing and community development strategies. The County's REO will administer the CDBG, HOME, and ESG, programs.

In conjunction with other County operating departments, REO will also implement any public works project proposed by the 2017/2021 Consolidated Plan or any of the annual Action Plans.

Manatee County, unlike many others, has a dedicated tax millage for services for abused, neglected, and at-risk children to supplement similar programs. Accordingly, REO and the County's non-profit agencies have long-standing ties and an effective delivery system for social services to the youth. REO will integrate the public service activities proposed in the Consolidated Plan or Annual Action Plan with these ongoing operations.

Manatee County receives SHIP and HOME funding. REO has an effective public/private affordable housing production system in place. The affordable housing activities proposed in the Consolidated Plan and Annual Action Plan will be integrated into these ongoing operations. It should be noted that for the 2020 Program Year the State of Florida has not allocated SHIP funds.

Suncoast Partnership to End Homelessness, Inc., is the lead agency for Continuum of Care in Manatee County. This is the non-profit entity that will administer the Continuum of Care process and homeless funding for both Manatee and Sarasota Counties. Representatives from Manatee County government, public housing authority, law enforcement, homeless providers, and mental health providers are members of this organization. This entity will be responsible for developing the Continuum of Care plan and prioritizing homeless funding for Manatee County.

ACTIONS PLANNED TO ENHANCE COORDINATION BETWEEN PUBLIC AND PRIVATE HOUSING AND SOCIAL SERVICE AGENCIES

The Manatee County REO will continue to coordinate with various community groups and service agencies to determine objectives and goals through the public participation process. These groups play a vital role in implementing the Five-Year Consolidated Plan and the Annual Action Plans, CAPERs, and any proposed Substantial Amendments. All stakeholders are welcomed and encouraged to participate in the implementation of this Annual Action Plan.

DISCUSSION

For the fourth-year Annual Action Plan, the County will support activities that will address underserved needs through community development and public services; foster and maintain affordable housing through rehabilitation, replacement, and homebuyer assistance; reduce lead-based paint hazards through responsible rehabilitation; reduce the number of poverty-level families through a combination of job training and economic development; and develop institutional structure through a network of community partners, including the County and its departments. Additionally, the County will continue to encourage coordination with the MCHA, non-profit and private for-profit housing developers, and public service providers, Annual Action Plan participation, and regular day-to-day referrals through REO.

AP-90 Program Specific Requirements

INTRODUCTION

This section addresses the program specific requirements for the Annual Action Plan; included are the CDBG, HOME, and ESG programs.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) REFERENCE 24 CFR 91.220. (I)(1)

Projects planned with all CDBG, HOME, and ESG funds expected to be available during the year are identified in **Table 8**. **Table 13** identifies any program income that is available for use that is included in projects to be carried out. As shown, no program income is available.

TABLE 13: AVAILABLE PROGRAM INCOME

Available Program Income	Amount
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

Table 13 – Available Program Income

TABLE 14: OTHER CDBG REQUIREMENTS

Available Program Income	Amount
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 (for year 2020/2021). <i>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.</i>	100%

Table 14 – Other CDBG Requirements**HOME INVESTMENT PARTNERSHIP PROGRAM (HOME) REFERENCE 24 CFR 91.220(I)(2)**

- 1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:**

The County will use funding from the State Housing Initiatives Program (SHIP) and/or other federal grants for the leverage. HUD provided for statutory suspensions and regulatory waivers to the match requirement under the HOME program; as such the County will be reducing the matching requirement under the HOME program by 100% for expenditures made during the period of October 1, 2019 – September 30, 2021 or until such time as the waiver is authorized.

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

Manatee County uses the recapture method for the entire amount of HOME funds provided as a subsidy, when HOME-assisted homeownership housing does not continue to be the principal residence of the assisted homebuyer for the full affordability period. The recapture provision is subject to the limitation that when the recapture requirement is triggered by a sale, voluntary or involuntary, of the housing unit, and there are no net proceeds, or the net proceeds are insufficient to repay the HOME investment due, the County can only recapture the net proceeds, if any. The net proceeds are the sales price minus the superior loan repayment and closing costs. This language is included in the loan documents. These funds will be used by the County for other eligible HOME activities.

The proceeds from the sale of a CHDO property are retained by the CHDO and used in conformance with 24 CFR 92.300(a)(2).

3. **A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:**

See the response to number 2, above.

4. **Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:**

The County will not use HOME funds to refinance the existing debt for multi-family projects.

EMERGENCY SOLUTIONS GRANT (ESG) REFERENCE 24 CFR 91.220(I)(4)

1. **Include written standards for providing ESG assistance:**

In Program Year 2020/2021, Manatee County will receive its fifth allocation of ESG funding in the amount of \$164,657, made available through the HEARTH Act from the U.S. Department of Housing and Urban Development. These funds will be utilized in support of homeless prevention and rapid rehousing for the homeless. The Continuum of Care (CoC) and Homeless Providers have prepared written standards which are located within the Appendix of this report.

2. **If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system:**

The Suncoast Partnership to End Homelessness, our lead agency for the Manatee and Sarasota Continuum of Care (CoC), has established a coordinated entry and assessment system in full compliance with HUD requirements. This system includes designated access points where the homeless and those at risk can receive an intake and assessment into the system by a trained professional and be prioritized for housing resources. The Manatee and Sarasota CoC coordinated entry system also includes trained outreach specialists who can serve as access points on the streets.

The CoC meets regularly to share best practices, solve problems and introduce new ideas. One very important activity entrusted to the CoC is the annual point-in-time census of homeless individuals and the corresponding survey of available emergency shelter beds, transitional housing units, and permanent housing units. This data helps the members with vital

information on the needs and gaps in the system, and helps redirect services, funding and other resources as the needs of the community's homeless populations shift.

The CoC has established a centralized assessment system using HMIS principles. The CoC has a standing committee to consider process improvements. Currently, 2-1-1 conducts the initial assessment upon engaging the client.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private non-profit organizations (including community and faith-based organizations) will be allocated:

Manatee County is collaborating with the Suncoast Partnership to End Homelessness, the lead Continuum of Care (CoC) agency, to appropriately allocate and administer these funds. The County aims to leverage these ESG dollars with the CoC which already receives and allocates grant dollars from the State of Florida. By leveraging funds, the County can ensure that the ESG funds make the most positive impact possible.

Manatee County's match amount for ESG will come from the Community Coalition on Homelessness d/b/a Turning Points who receives grant funds through other non-federal sources.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG:

Manatee County itself does not have homeless or formerly homeless individuals elected to the commission but actively participates in the CoC Leadership Council for policy discussions and funding decisions. The CoC Leadership Council includes those with lived homeless experience, and the CoC membership includes active participants who are currently homeless or have past lived experience.

Manatee County awards all ESG funds to Turning Points, which does include homeless or formerly homeless individuals.

5. Describe performance standards for evaluating ESG:

During 2020/2021 program year, Manatee County will work with the CoC and homeless providers to create additional performance standards that ensure that ESG funds are used efficiently. This is being done in collaboration with the CoC Leadership Council.

DISCUSSION

For the Program Year 2020/2021 Annual Action Plan, the County anticipates an annual allocation which includes \$1,902,977 in Community Development Block Grant (CDBG) funds, \$660,812 in HOME Investment Partnerships (HOME) funds, and \$164,657 in Emergency Solutions Grant (ESG) funds. These allocations do not include an additional \$60,532 of CDBG carry-over funding from prior years and \$150,000 of HOME funds from prior years. In total, Manatee County received approximately \$2,938,978 in federal funding for the Annual Action Plan program year that will begin on October 1, 2020 and will expire on September 30, 2021.



Appendix

- 1. Maps**
- 2. Public Participation**
- 3. SF 424**
- 4. Certifications**
- 5. Assessment of Fair Housing (AFH) Goals and Priorities**
- 6. Standards and Procedures for ESG**

Maps

Manatee County

Low & Moderate Income Areas

2020 HUD Low/Mod Data Percentage of Low/Mod Income Population by Block Group

- < 51%
- >= 51%

- Samoset West R/ECAP Target Area
- Washington Park Target Area
- Samoset Target Area
- South County R/ECAP Target Area
- Census Tracts (2010)

- Incorporated Cities
- Unincorporated Manatee County
- Water
- Interstates
- Major Roads
- Minor Roads

Source: 2010 TIGER/Line Shapefiles (Block Groups);
2020 HUD Low/Mod Data (2011-2015 ACS, Base Data)

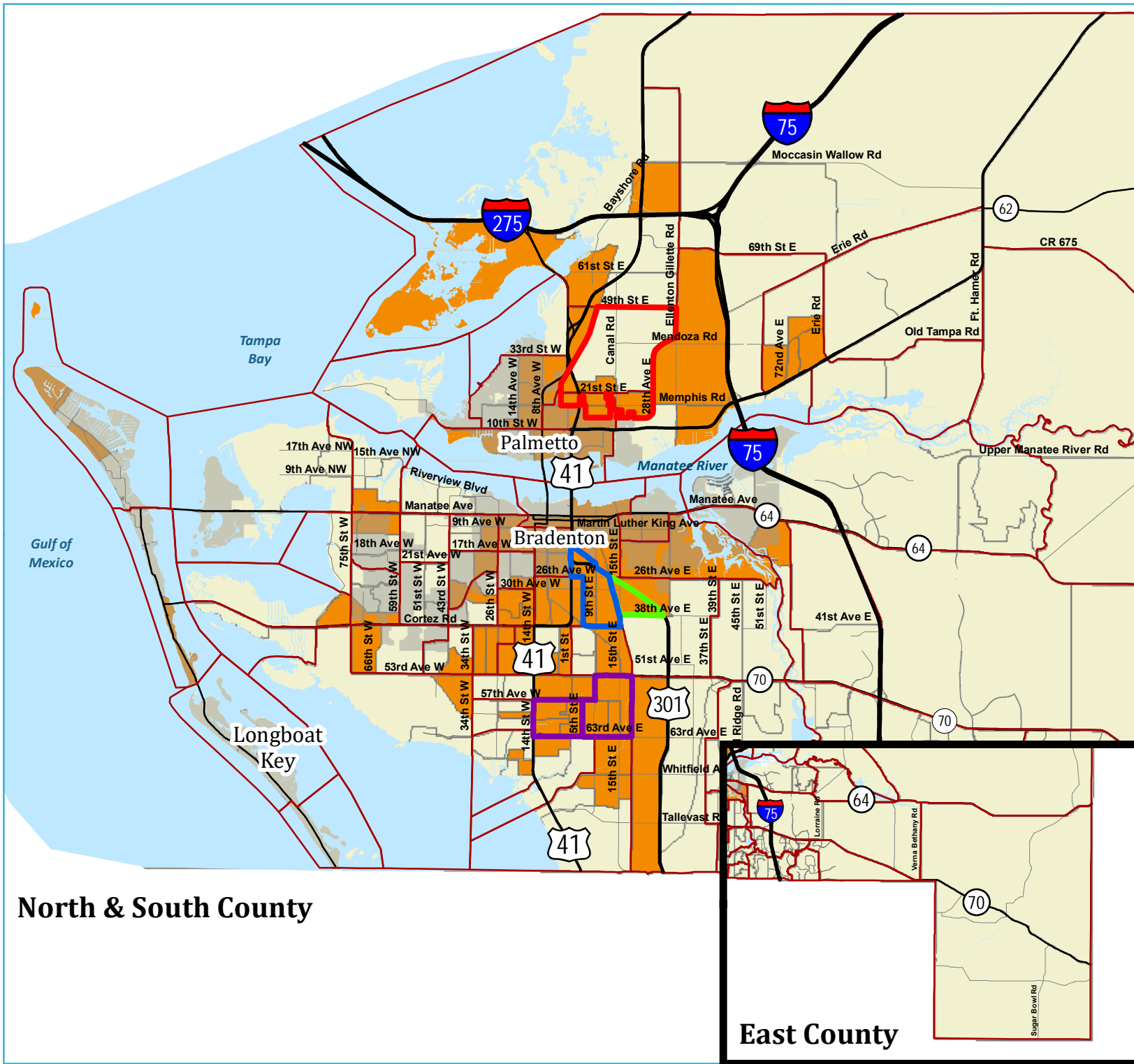
February 2020



0 1 2 Miles



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Tampa, FL 33602
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North & South County

East County

North County

2020/2021
ANNUAL ACTION PLAN

Manatee County

2020 HUD Low & Moderate Income Areas

2020 HUD Low/Mod Data Percentage of Low/Mod Population by Block Group

- < 51%
- ≥ 51%
- Samoset West R/ECAP Target Area
- Washington Park Target Area
- Samoset Target Area
- South County R/ECAP Target Area
- Census Tracts (2010)
- Incorporated Cities
- Unincorporated Manatee County
- Water
- Interstates
- Major Roads
- Minor Roads

Source: 2010 TIGER/Line Shapefiles (Block Groups);
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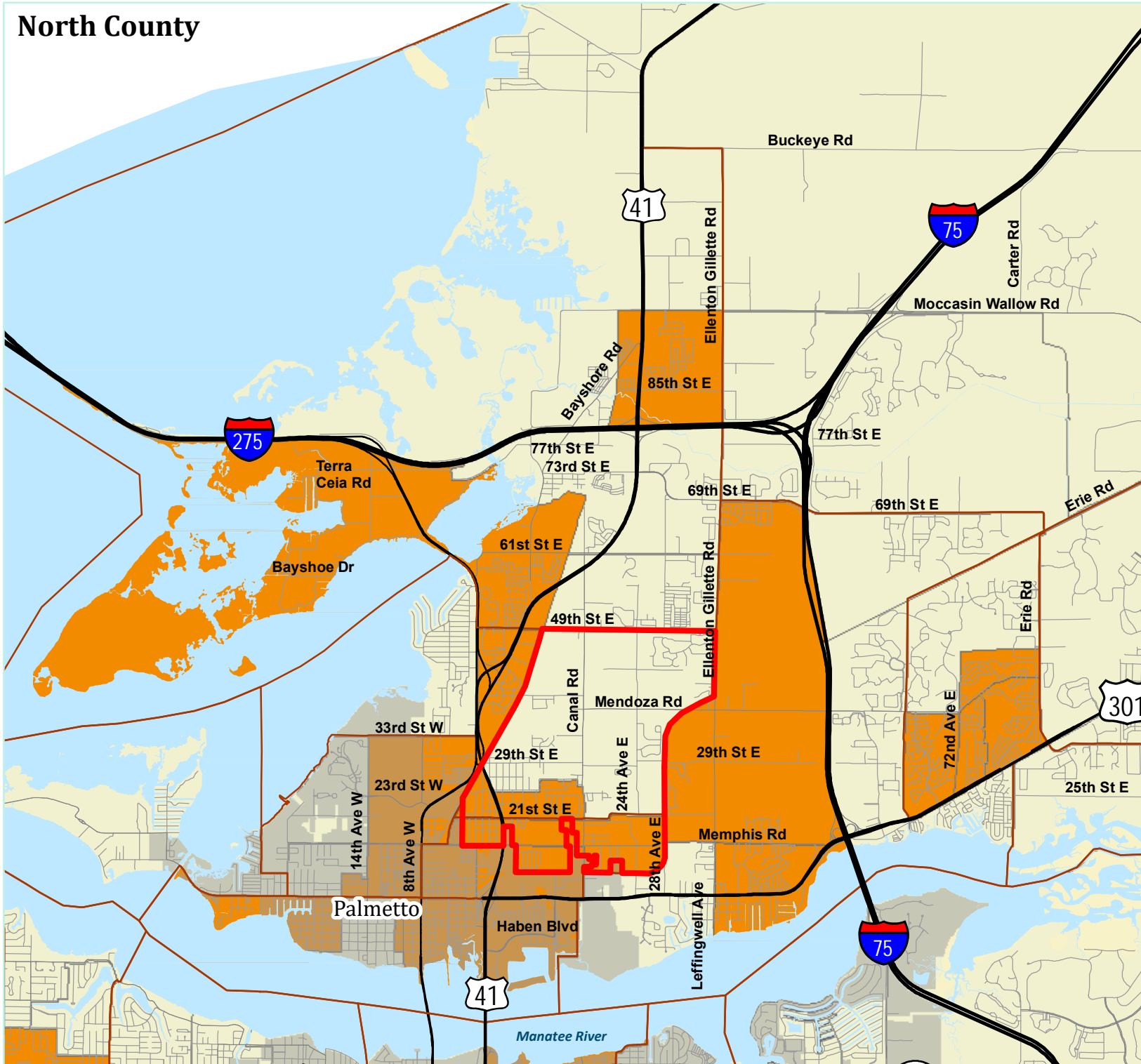
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Manatee County

2020 HUD Low & Moderate Income Areas

2020 HUD Low/Mod Data Percentage of Low/Mod Population by Block Group



Source: 2010 TIGER/Line Shapefiles (Block Groups);
2020 HUD Low/Mod Data (2011-2015 ACS, Base Data)

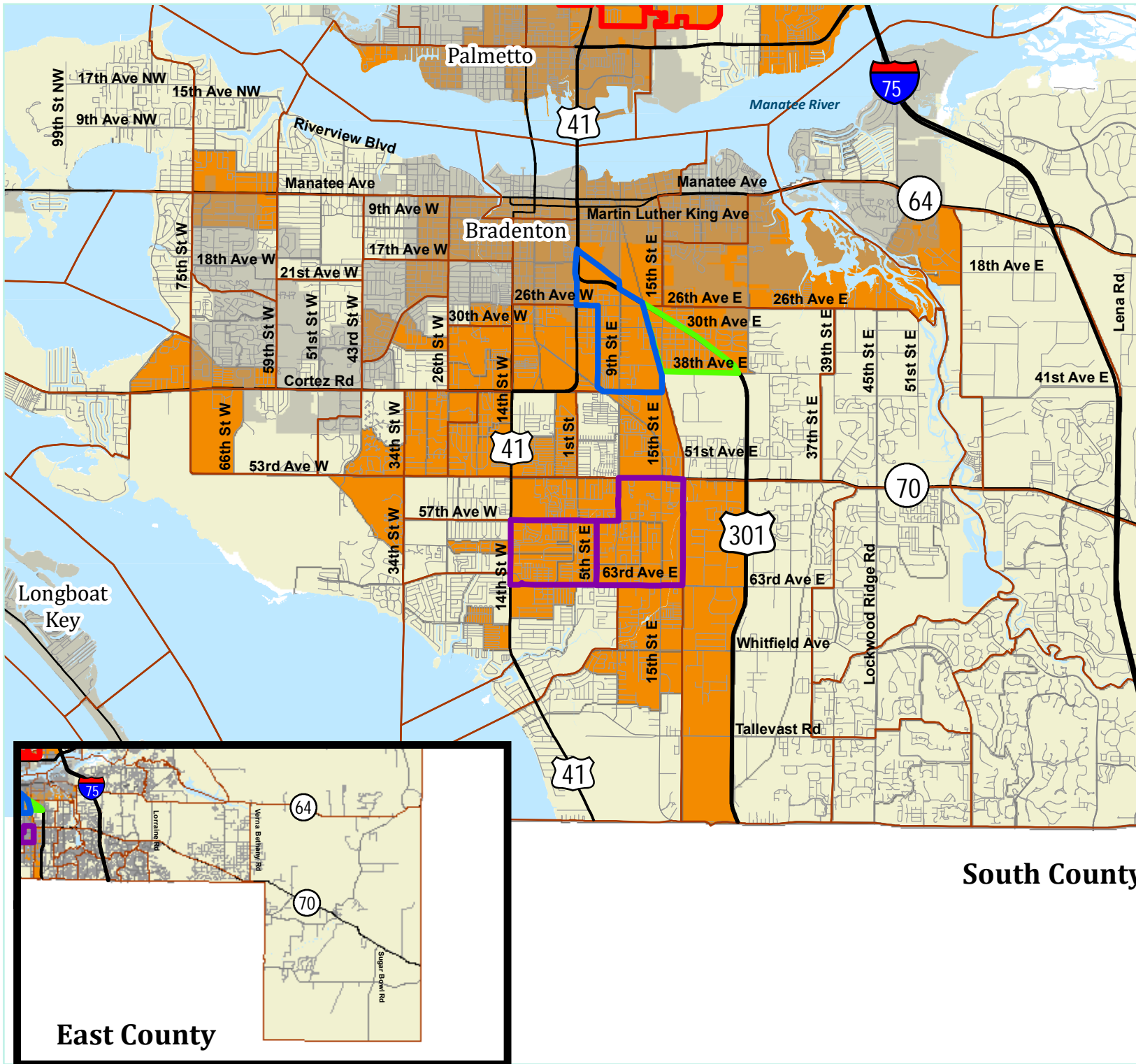
February 2020



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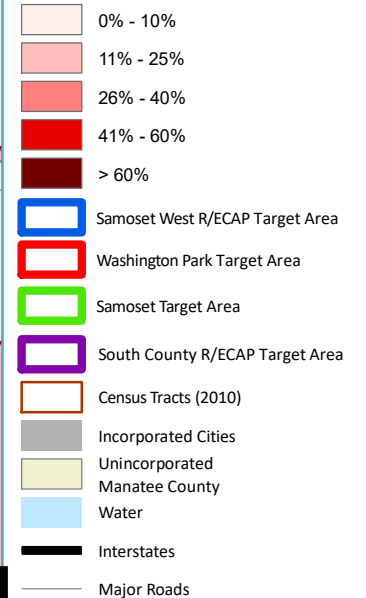
One Tampa City Center
201 N. Franklin Street
Suite 1350
Tampa, FL 33602
www.WadeTrim.com



Manatee County

Low Income Population

2020 HUD Low/Mod Data Low Income Population (%)



Source: 2010 TIGER/Line Shapefiles (Block Groups);
2019 HUD Low/Mod Data (2011-2015 ACS, Base Data);
HUD Open Data 2017

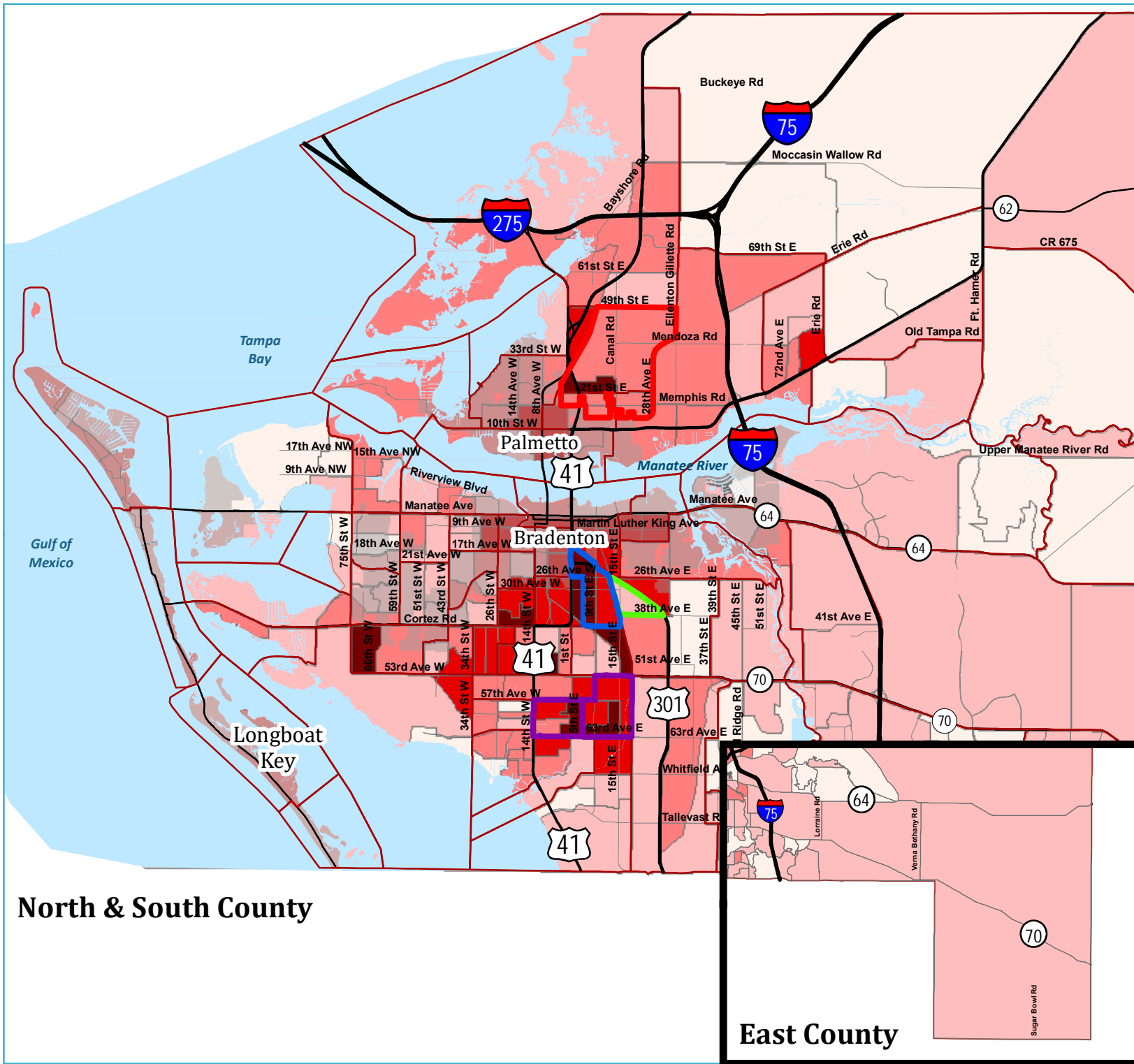
February 2020



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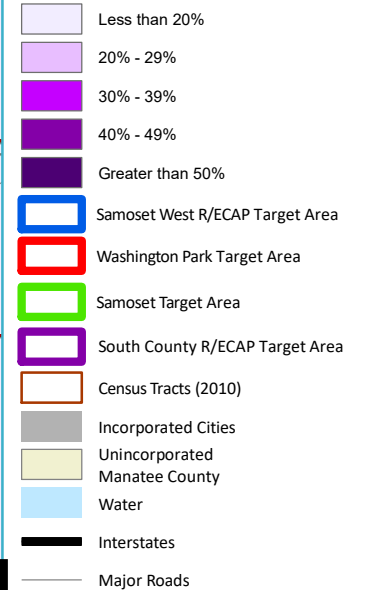
North & South County

East County

Manatee County

African-American Population

American Community Survey Percentage of Black or African-American Population by Block Group



Source: 2010 TIGER/Line Shapefiles (Block Groups);
2014-2018 American Community Survey, 5-Year Estimates;
HUD Open Data 2017

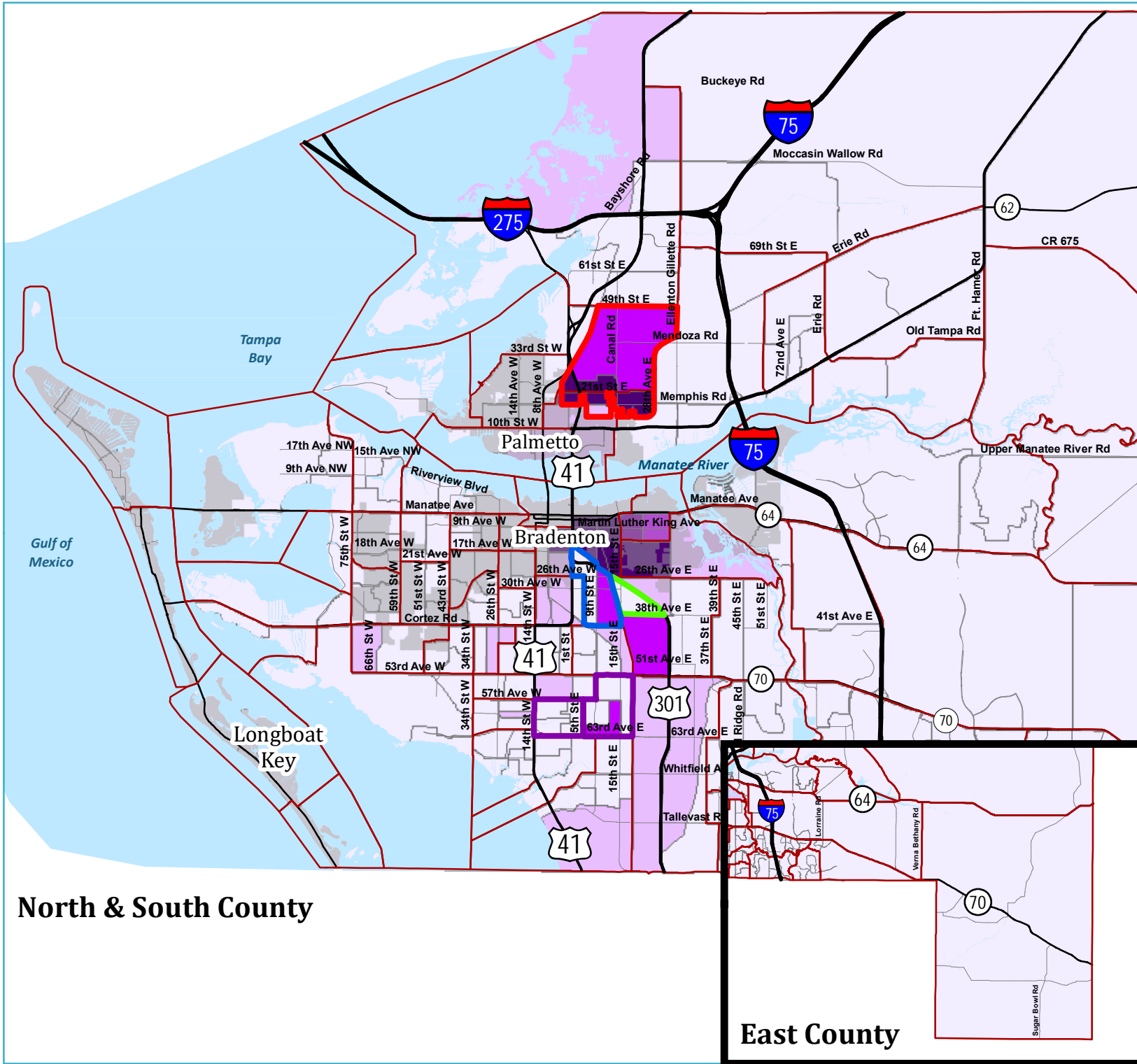
February 2020



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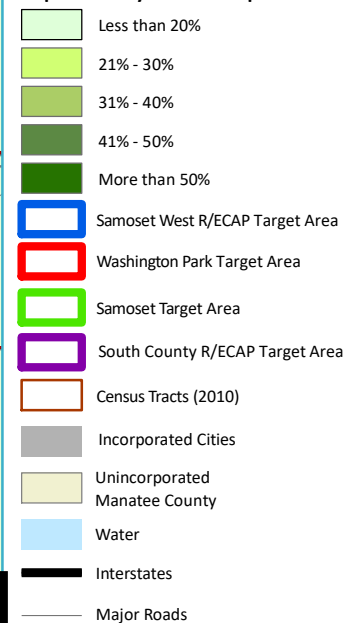
North & South County

East County

Manatee County

Hispanic or Latino Population

**American Community Survey
Percentage of Hispanic or Latino
Population by Block Group**



Source: 2010 TIGER/Line Shapefiles (Block Groups);
2013-2017 American Community Survey, 5-Year Estimates;
HUD Open Data 2017

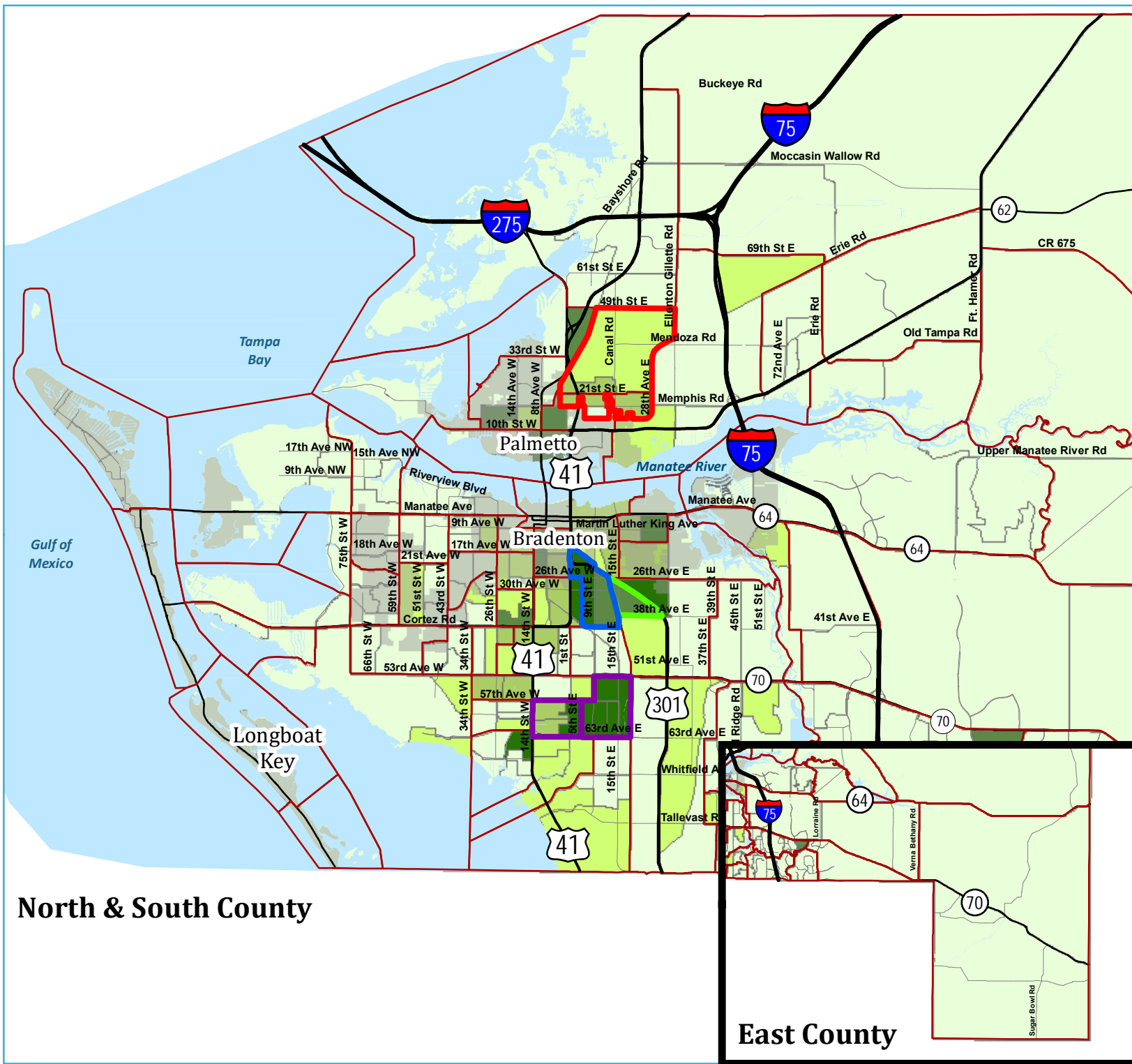
February 2020



0 1 2 Miles



One Tampa City Center
201 N. Franklin Street
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North & South County

East County

Public Participation



School Advisory Committee

Date: February 18, 2020

Time: 5:30

Location: Media Center

Protocols:

- Respect and value other's thoughts, opinions and contributions
- Minimize sidebars.
- Use electronic devices as they relate to the meeting.
- Take care of yourself.
- Honor time limits.
- Support all decisions in private & public
- Encourage everyone to participate equally
- Believe the best can happen and will happen and that you play an important part

SIP Goal: By June 2020, 50% of the students will score satisfactory in ELA, Mathematics and Science measured by state assessments through grade-appropriate learning experiences aligned with grade level standards.

- Purposeful Standard-Based Instruction
- Instructional Delivery Framework
- Strategic Small Groups

AGENDA TOPICS

1. Denise Thomas – Manatee County Government
2. Saturday Academy
3. Soar in 4 - May 4th, April 1st, May 6th
4. School Safety
5. Upcoming Events
6. Parent Input/Open

Next Meeting: Tuesday, April 21st at 5:30



Redevelopment and Economic Opportunity Department

Non-Profit Focus Group Meeting Agenda

Thursday, February 21, 2020

2:00 PM – 4:00 PM

- Welcome and Introductions
- Summary of Consolidated & Action Plan
- Round Robin: 3 challenges, 3 successes
- Open Discussion - Trends
- Next steps
 - Grant Application Workshop
 - Date: Friday, March 6, 2020
 - Time: 9:00 a.m. – 11:30 a.m.
 - Location: Goodwill Corporate Campus
2705 51st Avenue East, Bradenton





2020-2021 CDBG ACTION PLAN FOCUS GROUP MEETING

FEBRUARY 21, 2020

* PLEASE SIGN IN *

NAME	REPRESENTING	CONTACT #	EMAIL
1 Suzie Dobbs	mc FMD	Ext 3734	suzie.dobbs@mymanatee.org
2 Gilberta Pardo	Amym ENT	941-224-3363	Gilberta.Amfm-ent@yahoo.com
3 Dwayne Parker	SOZO MISSIONS	253-831-2723	SOZOMANTEE@yahoo.com
4 Judy Beams	WFFCH	ext 25 941-311-4799	jbeams@sectl.org
5 Joani Jones	Real Vision	941-580-8855	joanij@comcast.net
6 Corinne Watkins	REAL VISION	941 462-9035	REALVISION253@gmail.com
7 Kelly French	The Salvation Army	8757-5773	kelly.french@uss.salvationarmy.org
8 Cate Barnett	MCB	748-4501	
9			
10			



2020-2021 CDBG ACTION PLAN FOCUS GROUP MEETING

FEBRUARY 21, 2020 * PLEASE SIGN IN *				
NAME	REPRESENTING	CONTACT #	EMAIL	
Joe Stoddard	preg's on wheels	941-747-4655 #133	JStoddard@wheelsonwheels.org	1
James Piron	Zogo Mission	336-613-8248	jim.piron@live.com	2
Jane Roseborn	Centerstone	941-782-4169	jane.roseborn@centerstone.org	3
Gloria Romero-Hatchinson	CCDOV	941-355-4680	gloria.romero@catholiccharities.org	4
Julia Showers	The Salvation Army	941-757-5771	Julia.Showers@uss.salvationarmy.org	5
				6
				7
				8
				9
				10



You Are Cordially Invited!

Non-Profit Agencies Focus Group Meeting

**We Need Your Feedback on Implementation Of
Manatee County's 5-Year Community
Development Block Grant (CDBG) Priority Needs
2020-21 CDBG Program Year**



Friday
February 21, 2020
Goodwill Corporate Campus
2705 51st Avenue East
Bradenton, FL
2:00 p.m. to 4:00 p.m.

***For more information, please email or call Denise Thomas in the
Redevelopment and Economic Opportunity Department at
denise.thomas@mymanatee.org or 941-748-4501, extension 3474.***

**This Outreach is for Manatee County's 2020-21 Community
Development Block Grant (CDBG), HOME Investment Partnership
(HOME), & Emergency Solutions Grant (ESG) Programs**

2020-2021 CDBG Action Plan Focus Group Meeting



Geri Lopez, Director and Denise Thomas,
Housing and Community Development Manager
Redevelopment and Economic Opportunity Department
February 21, 2020

1

Five-Year Consolidated Plan

- Covers Years 2017-2022 (October 1, 2017 – September 30, 2022)
- Strategic Plan that governs the use of federal housing and community development funds received through HUD

Purpose

- Identify a jurisdiction's housing and community development needs, priorities, goals and strategies; and
- Establish how federal funds will be allocated to housing and community development needs in the community.



2

Components of the Consolidated Plan

- Citizen Participation Plan – Focus Group Meetings
- Identification of needs and priorities through data analysis and consultation with stakeholders:
 - Housing Assessment and Needs
 - Homeless Assessment and Needs
 - Community Development Assessment and Needs
 - Special Needs Assessment and Needs
- Strategic Plan that sets Goals and Objectives



3

Annual Action Plan

- One year plan that describes specifically how appropriated federal funds will be spent
- Projects geared to accomplish the goals stated in the Consolidated Plan (Inclusive of Fair Housing Goals)
- Funds that are encompassed in this plan are:
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnerships (HOME)
 - Emergency Solutions Grant (ESG)



4

National Objectives

- Activities benefiting low and moderate income persons (area/client based)
- Activities which aid in the prevention or elimination of slums or blight
- Activities designed to meet community development needs having a particular urgency



5

Programs - CDBG

- **CDBG funding can be used for:**
 - Infrastructure
 - Home owner rehabilitation
 - Public facilities improvements
 - Public service projects **(15% max of total allocation)**
- **HOME funding can be used for:**
 - Homeowner Rehabilitation
 - Rental Housing Development Gap Financing
 - Community Housing Development Organizations (CHDO)
- **Emergency Solution Grant funding can be used for:**
 - Homeless Prevention
 - Rapid Rehousing



6

Program Allocation FY 2020-2021

- **Community Development Block Grant (CDBG) = \$1,902,977 (*Public Services* = \$285,446.55)**
- **HOME Investment Partnership Program (HOME) = \$660,812**
- **Emergency Solutions Grant (ESG) = \$164,657**



7

Priority Needs Remaining to be Addressed

- **Housing (Goal 1)**
 - Affordable housing (increase supply)
 - Address the quality of housing/enforcement
 - Elimination/Repurposing of blighted/abandoned structures
 - Rehabilitation of older units (make ADA accessible)



8

Priority Needs Remaining to be Addressed

- **Social/Public Services (Goal 2)**
 - English as a Second Language
 - Affordable Child Care Services
 - Financial Literacy



9

Priority Needs Remaining to be Addressed

- **Community Development/Infrastructure (Goal 3)**
 - Street Lighting
 - Road Resurfacing/Construction
 - Drainage Improvements
 - Sidewalk Improvements
 - Public Facility Improvements
 - Elimination of Slum and Blight - Demolition



10

Priority Needs Remaining to be Addressed

- **Economic Development (Goal 4)**
 - Entrepreneurship/Small Business Development
 - Employment Training
 - Exterior Rehabilitation of Commercial Structures



11

DISCUSSION



12

Round Robin

Please briefly provide for your agency...

3 Challenges

3 Successes



13

Open Discussion

**Current Trends That
You Are Seeing**



14

Next Steps

Grant Application Workshop

Date: Friday, March 6, 2020

Time: 9:00 a.m. – 11:30 a.m.

Location: Goodwill Corporate Campus



FOCUS GROUP MEETING 2/21/2020 – GOODWILL CORPORATE CAMPUS, BRADENTON, FL



FOCUS GROUP MEETING 2/21/2020 – GOODWILL CORPORATE CAMPUS, BRADENTON, FL



Challenges / Successes

Centerstone – getting grants

- gaps in services
- grants w/ limitations – no \$ for housing
- demand outweighs capacity
- High-risk tenants – landlords (finding difficulty)
 - decent housing is also difficult (mtg standards)

– Allean's

- getting into homes was difficult
 - built relationships
- elderly – understanding their needs
- physical needs (dialysis)
 - getting clients motivated

– Catholic Charities

- Housing – finding relationships w/ landlords accepting families, pets (# of bedrooms)
- need emergency financial assistance
- lots of transition in the area (need to be here 3-4 mos)

SoZO (in Samoset) (working w/ youth) Faith-based org. own blog

- Faith-based org. has funding challenges
- Space is constrained (too-crowded)
- lack community / neighbors partners
 - crime reduction visibly down (feel safer)
 - graduation rate, being engaged parents
 - better relationship w/ kids' families
- Community uses space for meetings
 - residents in "West Samoset" don't cross 15th St. E

– Meals on wheels

- Funding – waiting list – struggle w/ seniors getting what they need
- Seniors living longer (in their home) growing rapidly
- Mobility – ?MCAT training

– Academy

- Students commit to attending / finishing classes
- Getting license (cost)
- No govt support (accreditation?)
- graduated 400 students (200+ still have license)
 - helping to build self-sustaining bus.

TRENDS

- Homeless families (turning away b/c no space)
- Elderly women (60+) @ homeless shelters
- Families doubling up - children 4ing schools
- Kids 16-24 - aging out of foster care - homeless
- Grandmothers w/ grandchildren seeking help
- Felons need training for jobs
- Early intervention & outcomes (caregiver support groups?
isolated seniors - identify?)
- Abuse / ^{some} children not taking care of senior parents
- Gang pockets in Samoset young boys young girls - bullying
- Bahamians moved to Samoset (Hurricane Dorian)

PODRÁN VOTAR EN NOVIEMBRE

Más de 3,1 millones de nuevos ciudadanos

WASHINGTON, (EFE News).- Este año unos 860.000 inmigrantes se convertirán en ciudadanos y se suman a 3,1 millones de personas naturalizadas desde la elección del presidente Donald Trump en noviembre de 2016 y que podrían votar en noviembre, según un informe divulgado el martes de esta semana.

Ver CIUDADANOS en pag. 4B

Piden investigar el fin de TPS a El Salvador, Honduras y Haití

WASHINGTON, (EFE News).- Un grupo de legisladores demócratas en el Congreso de Estados Unidos demandó este martes que el Departamento de Estado investigue la decisión del Gobierno del presidente Donald Trump de poner al Estatus de Protección Temporal (TPS, en inglés) para ciudadanos de El Salvador, Haití y Honduras.

Ver TPS en pag. 4B

ANTE CONGRESO FRACTURADO POR EL JUICIO

Trump eleva la tensión electoral

WASHINGTON, (EFE).- El presidente Donald Trump, aprovechó la fractura que ha generado su juicio político en el Congreso para impulsar su campaña de reelección, con un discurso sobre el Estado de la Unión que fue como un “caramelo” para sus votantes y todo un revulsivo para la oposición demócrata.

Ver TRUMP en pag. 4B

Organizaciones piden anular restricción de visado a embarazadas

WASHINGTON, (EFE News).- Unas 157 organizaciones han pedido a la Administración de Donald Trump que anule una norma que restringe los visados de turista para las embarazadas, al advertir que se trata de “ataques racistas y xenófobos” y denunciar que esa medida puede restringir la libertad de movimiento a mujeres gestantes.

Ver VISADO en pag. 4B

‘SE DEBE TENER SENTIDO COMÚN’

Universidad actuó como trampa para detener estudiantes

Ya está siendo investigada por el Congreso estadounidense.



MARITZA PÉREZ SOCORRO
maritza@7dias.us - Redacción 7DÍAS

Fachada de la falsa universidad.

Ver UNIVERSIDAD en pag. 6A

CREAR ESTRATEGIAS PARA CAPTARLO

“El voto joven latino no está garantizado”

MARITZA PÉREZ SOCORRO
maritza@7dias.us - Redacción 7DÍAS

Es un reto para los partidos políticos en las elecciones 2020, seducirlo.



Ver VOTO en la pag. 4A

DOCE DÍAS DE ENTRETENIMIENTO

“Florida State Fair 2020” abrió sus puertas



Serán doce días de feria.

MARITZA PÉREZ SOCORRO
maritza@7dias.us - Redacción 7DÍAS

TAMPA BAY.- Desde este jueves 6 de febrero, la comunidad de la Bahía de Tampa y sus alrededores, puede disfrutar en familia de la gran Feria Estatal de la Florida (Florida State Fair 2020), evento emblemático de nuestra área, el cual se fundó en 1904 y ya está cumpliendo sus 116 años de estar celebrándose en la Bahía de Tampa.

Ver FLORIDA en pag. 5A

“DOWNTOWN SARASOTA FESTIVAL OF THE ARTS”

Comienzan festivales al aire libre en Sarasota

MARITZA PÉREZ SOCORRO
maritza@7dias.us - Redacción 7DÍAS



Visitantes locales y nacionales disfrutando del clima y arte de Sarasota.

Ver FESTIVALES en pag. 2A

Una publicación de



Visite www.7dias.us
Encuentra información actualizada diariamente

Para Publicidad,
llame a: 941-341-0000



Shakira y JLo orgullo latino y poder femenino en el *Super Bowl*

pág. 1B VIDA LATINA



Los hispanos son menos propensos a dejar de fumar

pág. 3B SALUD



FÚTBOL MÉXICO
El líder León recibe al campeón Monterrey

pág. 6B DEPORTES

LOCAL

“DOWNTOWN SARASOTA FESTIVAL OF THE ARTS”

Comienzan festivales al aire libre en Sarasota

Viene **FESTIVALES** de la pág.1A

SARASOTA.- Nuevamente la ciudad de Sarasota vuelve a ser centro de atención cultural y de entretenimiento, ya que se con regularidad se celebran diversas ferias, festivales y exposiciones artísticas, como es el caso del “32nd Annual Downtown Sarasota Festival of the Arts”, el cual se realizará entre el 8 y 9 de febrero de 2020, y al que se le conoce este año como ‘The Big One’.

Elizabeth Dashiell, encargada de prensa, destacó que la responsabilidad y producción del evento está en las manos de Howard Alan Events (HAE), que tiene amplia trayectoria en festivales de arte, particularmente en la selección de las piezas artísticas, gracias a un panel independiente de jueces expertos, quienes ejecutan un cuidadoso proceso de investigación sobre los artistas participantes.

Para este gran festival, que será al aire libre en las calles

de Sarasota, se estima la exhibición de obras de unos 250 expositores locales y nacionales de 30 diferentes estados de la Unión Americana. Se garantiza una gran variedad de disciplinas artísticas que incluyen pintura, escultura, fotografía, cerámica, vidrio, madera, joyería hecha a mano, *collage*, y técnica mixta.

“El alto nivel de calidad artística, la accesibilidad del festival gratuito al aire libre y la diversidad del arte, son pruebas de alta calidad del evento, el cual ha sido entre los 100 mejores festivales de arte en la nación”, puntualizó Elizabeth Dashiell.

En este sentido, se hizo una invitación extensiva a todos los residentes locales, a los que habitan en la Bahía de Tampa, y a los visitantes que deseen conocer espacios interesantes, donde se pueden encontrar esculturas de tamaño real, pinturas espectaculares, joyas únicas, trabajos de

Igualmente se destacó que los 250 artistas estarán presentes durante los dos días de exposición, para poder conversar, intercambiar y responder cual-

quier inquietud de los clientes sobre la inspiración o proceso de la pieza hecha a mano. El estacionamiento es gratuito y las mascotas con correa siempre son bienvenidas.

“Downtown Sarasota Festival of the Arts”

Sábado 8 y domingo 9 de febrero de 10:00 a.m. a 5:00 p.m.

En el centro de Sarasota.

Calle principal de Orange a Links Avenue

Dirección de navegación: 1718 Main Street, Sarasota, FL 34236

Costo: Gratis y abierto al público.

Más información: www.artfestival.com , o escribir a: info@artfestival.com

También puede llamar al (561) 746-6615.



Pieza en vidrio.



Pieza de arte en el Downtown Sarasota.

Breves

Taller de ciudadanía en Tampa

TAMPA BAY.- La organización MIRA USA invita al taller de ciudadanía titulado ‘Pierda el miedo al examen de la ciudadanía con MIRA USA en Tampa’. Este se previó para el sábado 21 de marzo de 2:30 a 5:00 p.m. Suanny Rodríguez, miembro de esta organización sin de lucro en la Bahía de Tampa, resaltó que el taller tiene como propósito ayudar a la comunidad residente a prepararse para el examen y la entrevista de ciudadanía. “Se ofrece en español. Es completamente gratis y es abierto al público. El taller brindará información acerca del proceso de naturalización y las más recientes noticias acerca de la aplicación y el examen. Además, los asistentes

tendrán la oportunidad de hacer sus preguntas a un abogado de inmigración y también de practicar las preguntas de la aplicación N-400. Igualmente, podrán conocer sobre las 100 preguntas de civismo en inglés con nuestros voluntarios bilingües. Las personas que ya están preparadas para el examen o que tengan su cita próximamente, podrán hacer el simulacro de la entrevista y los exámenes con nuestros voluntarios para que pierdan el miedo y se sientan más seguros el día del examen. Es necesario registrarse con tiempo, porque el cupo es limitado debido a la capacidad del salón. Por favor, llame al (334) 647-2872 extensión 272”.

Calendario

Febrero 20

Recursos Humanos para pequeños negocios

TAMPA BAY.- Prospera invita a otro de sus talleres, titulado ‘Recursos Humanos para pequeños negocios’, que se efectuará el jueves 20 de febrero-2020, de 1:30 a 4:30 p.m., en Town’N Country Regional Public Library, situada en el 7606 Paula Dr #120, Tampa, FL 33615. Entrada gratis.

Febrero 27 a marzo 8

Festival de la Fresa de Florida

PLANT CITY.- A partir del 27 de febrero y hasta el 8 de marzo, se realizará el *Florida Strawberry Festival*. Las puertas estarán abiertas durante los once días de festival, desde las 10:00 a.m. hasta las 10:00 p.m. Dirección: Florida Strawberry Festival Grounds, 303 BerryFest Place Plant City, FL 33563. Entrada: \$10 individual; \$5 para menores de 12 años, y gratis a los menores de 5 años. Conciertos desde \$40 por persona. Llamar al (813)752-9194 o visitar: www.strawberryfestival.com , Facebook, Instagram y Twitter (#berryfest20), para mayor información.

7DÍAS recibirá información sobre su evento en: calendario@7dias.us

AVISO PÚBLICO

AVISO DE DISPONIBILIDAD DE FONDOS DEL CONDADO DE MANATEE, EN FLORIDA

Programa de Subsidios Globales Para El Desarrollo Comunitario (CDBG), Programa de Asociación Para Inversión En la Vivienda (HOME) y Programa deSubvención para Soluciones de Emergencia (ESG)

El Condado de Manatee ha sido notificado, que el Departamento de la Vivienda y Desarrollo Urbano (HUD) ha propuesto una asignación estimada de \$2,657,949.00 para el programa CDBG, HOME y ESG. Esta asignación es un estimado basado en el año de financiación 2019-2020 y está sujeta a cambios. *(Un máximo de 20% de los fondos pueden ser utilizados para el programa de planificación y administración.)* El programa CDBG está diseñado principalmente para ayudar aquellos residentes que son de ingresos bajos y/o moderados dentro de las áreas elegibles de CDBG.

Durante el mes de febrero del 2020, se llevarán a cabo reuniones públicas de grupos de enfoque y reuniones de alcance público para solicitar los comentarios de las partes interesadas, sobre las necesidades de la vivienda y del desarrollo comunitario de ingresos bajos y moderados del Condado de Manatee. También se proporcionará información sobre la elegibilidad de varios tipos de actividades y para responder a preguntas relacionadas con los programas de subvenciones. Los comentarios recibidos se utilizarán para ayudar al Condado de Manatee a determinar qué necesidades prioritarias identificadas en el Plan Consolidado 2017-22 son de máxima prioridad, al revisar las solicitudes de subvención para el año del programa 2020-21.

El Condado de Manatee solicitará solicitudes de subvención CDBG de organizaciones sin fines de lucro para ayudar a abordar las necesidades de vivienda y desarrollo comunitario de los residentes de ingresos bajos y moderados en el condado.

El acceso a la solicitud de fondos estará disponible a través del Departamento de Redesarrollo y Oportunidades Económicas el 16 de marzo de 2020. Además, se llevará a cabo un taller de solicitud de subvención el 6 de marzo de 2020 en la Oficina Corporativa de Goodwill, 2705 51st Avenue East, Bradenton, FL 34203 de 9:00 a.m. a 11:30 a.m., para dar detalles y responder preguntas sobre la solicitud de fondos. El Condado aceptará solicitudes hasta las 4:00 p.m., viernes 10 de abril de 2020.

Preguntas adicionales o comentarios pueden ser enviados a:

Denise Thomas
Gerente de Vivienda y Desarrollo Comunitario
Departamento de Reurbanización y Oportunidad Económica del Condado de Manatee (Manatee County Redevelopment and Economic Opportunity Department)
denise.thomas@mymanatee.org
(941) 748-4501, ext. 3474
1112 Manatee Avenue West
Bradenton, FL 34205

Fecha de publicación: 07/02/2020

Escuelas de Hillsborough valoran la diversidad

TAMPA BAY.- Las Escuelas Públicas del Condado de Hillsborough fueron reconocidas por la lista (Forbes’ annual list of Best Employers for Diversity), entre las comunidades que más respetan la diversidad, ya que promueven un ambiente acogedor, de apoyo, que celebra, valora la diversidad y el respeto a todos los estudiantes y empleados. En este particular, la de Diversidad del Distrito escolar de Hillsborough, se encarga de asistir a las escuelas del Condado de Hillsborough, en cuanto a las iniciativas relativas a diversidad, equidad e inclusión, por lo que esta avanza en un plan estratégico sobre el particular. Cabe destacar, según el comunicado de prensa que llegó a nuestra redacción, que este premio es otorgado por la revista Forbes y Statista Inc., y la selección se hizo a través de una encuesta en línea anónima, hecha a más de 60.000 empleados que trabajan para empresas o instituciones que emplean a 1.000 o más personas. Los participantes respondieron a una serie de preguntas en torno a los temas de edad, igualdad de género, etnia, capacidad física, LGBTQA, y diversidad general en cuanto

a su empleador. Se resaltó que la ina de Diversidad del Distrito escolar de Hillsborough, pone en práctica algunas de las iniciativas y programas que colocan de relieve la diversidad de trabajo en el distrito. Estas incluyen que, en 2017 las Escuelas Públicas del Condado de Hillsborough hicieron un movimiento histórico mediante la adopción de una política de equidad racial en todo el distrito, con la meta de y abordar las causas fundamentales de las disparidades raciales en el aprendizaje del estudiante. También el distrito -se explicó en la nota de prensa- conduce a sus directores y maestros, capacitándolos con cursos relacionados con la diversidad. Igualmente, la dirección de Recursos Humanos, desarrolla iniciativas destinadas a aumentar la diversidad en la educación. Es preciso subrayar, que en el otoño de 2019, el distrito escolar de Hillsborough, puso en marcha una nueva serie de televisión en un canal local, llamado ‘Abrazo a todo’, con la idea de desta-



El Superintendente Jeff Eakins.

car la misión de los líderes del distrito. Para el superintendente Jeff Eakins manifestó su satisfacción. “Estoy orgulloso del trabajo que han hecho nuestros maestros y personal en general, quienes cada día trabajan para asegurar que nuestras escuelas sean apoyo para los estudiantes y padres, y laboren unidos como una familia entre sí. Nuestra junta escolar ha puesto un fuerte énfasis en la celebración y el apoyo a la diversidad de nuestros estudiantes y el personal. Por este trabajo, entre otros, los miembros de la Junta Escolar han sido galardonados con el premio RISE Award, el cual se otorga a una sola junta escolar en el país, por el compromiso adquirido de garantizar una educación equitativa para todos los niños”.

pa, Florida 33637, or through the "Application & Permit Search Tools" function on the District's website at www.watermatters.org/permits/. Interested persons may inspect a copy of the application and submit written comments concerning the application. Comments must include the permit application number and be received within 14 days from the date of this notice. If you wish to be notified of intended agency action or an opportunity to request an administrative hearing regarding the application, you must send a written request referencing the permit application number to the Southwest Florida Water Management District, Regulation Bureau, 7601 U.S. Highway 301 North, Tampa, Florida 33637, or submit your request through the District's website at www.watermatters.org. The District does not discriminate based on disability. Anyone requiring accommodation under the ADA should contact the Regulation Bureau at (813) 985-7481 or 1(800) 836-0797, TDD only 1(800) 231-6103.

**PUBLIC NOTICE
NOTICE OF FUNDING
AVAILABILITY
MANATEE COUNTY, FLORIDA
Community Development Block
Grant (CDBG), HOME Invest-
ment Partnership Program
(HOME) and Emergency
Solutions Grant (ESG)**

Manatee County has been notified that the Department of Housing and Urban Development (HUD) has proposed an estimated allocation of \$2,657,949.00 for the 2020-21 program year CDBG, HOME and ESG programs. This allocation is an estimate based upon the 2019-20 funding year and is subject to change. (A maximum of 20% of the funds may be used for program planning and administration.) The CDBG program is primarily designed to help those residents who are of low- and/or moderate-income within CDBG eligible areas or for households who income qualify. During February of 2020, public focus group meetings and public outreach meetings will be held to solicit stakeholder/citizen comments on Manatee County's low and moderate-income housing and community development needs, provide information about the eligibility of various kinds of activities, and answer questions regarding the grant programs. Feedback received will be used to assist Manatee County in determining which priority needs identified in the 2017-22 Consolidated Plan are of highest priority, when reviewing grant applications for the 2020-21 program year. Manatee County will be soliciting CDBG grant applications from non-profit organizations to assist in addressing the housing and community development needs of the County's low- and moderate-income residents. Application access for funding will be available through the Redevelopment and Economic Opportunity Department on March 16, 2020. In addition, a grant application workshop will be held on March 6, 2020 at the Goodwill Corporate Offices, 2705 51st Avenue East, Bradenton, FL 34203, from 9:00AM to 11:30AM, to give details and answer questions regarding the funding application.

The County will be accepting applications until 4:00 p.m. Friday, April 10, 2020. Additional questions or comments may be sent to:
Denise Thomas
Housing and Community
Development Manager
Manatee County
Redevelopment and Economic
Opportunity Department
denise.thomas@mymanatee.org
(941) 748-4501, ext. 3474
1112 Manatee Avenue West
Bradenton, FL 34205
Publish date: February 14, 2020

**Notice to Creditors
IN THE CIRCUIT COURT
FOR MANATEE COUNTY,
FLORIDA**

IN RE: ESTATE OF
MARY M. DENTON,
File No: 2020-CP-000388
Division Probate
Deceased.

NOTICE TO CREDITORS
The administration of the estate of Mary M. Denton, deceased, whose date of death was February 2, 2020, is pending in the Circuit Court for Manatee County, Florida, Probate Division, the address of which is P.O. Box 25400, Bradenton, FL 34206-5400. The names and addresses of the personal representatives and the personal representatives' attorney are set forth below.

All creditors of the decedent and other persons having claims or demands against decedent's estate on whom a copy of this notice is required to be served must file their claims with this court ON OR BEFORE THE LATER OF 3 MONTHS AFTER THE TIME OF THE FIRST PUBLICATION OF THIS NOTICE OR 30 DAYS AFTER THE DATE OF SERVICE OF A COPY OF THIS NOTICE ON THEM.

All other creditors of the decedent and other persons having claims or demands against decedent's estate must file their claims with this court WITHIN 3 MONTHS AFTER THE DATE OF THE FIRST PUBLICATION OF THIS NOTICE.

ALL CLAIMS NOT FILED WITHIN THE TIME PERIODS SET FORTH IN FLORIDA STATUTES SECTION 733.702 WILL BE FOREVER BARRED.

NOTWITHSTANDING THE TIME PERIOD SET FORTH ABOVE, ANY CLAIM FILED TWO (2) YEARS OR MORE AFTER THE DECEDENT'S DATE OF DEATH IS BARRED.

The date of first publication of this notice is February 14, 2020.
Attorney for Personal
Representatives:
David B. Denton
E-Mail Address:
ddenton@manateelegal.com
E-Mail Address:
thostettler@manateelegal.com

Florida Bar No. 0236985
Greene Hamrick Quinlan
& Schermer, P.A.
601 12th Street West
Bradenton, FL 34205
Telephone: (941) 747-1871
Personal Representatives:
David B. Denton
3857 Camino Real
Sarasota, FL 34239
Daniel J. Denton
117 South Polk Dr
Sarasota, FL 34236
Holly D. Forssell
3012 Sky Blue Cove
Bradenton, FL 34211

**Fictitious Names
Notice Under Fictitious Name
Law Pursuant to Section
865.09 Florida Statutes**

NOTICE IS HEREBY GIVEN that the undersigned, desiring to engage in business under the fictitious name of:

Compass by Margaritaville
Anna Maria Sound,
located at 12324 Manatee Avenue West, Bradenton, FL 34209, in the County of Manatee in the City of Bradenton, Florida 34209, intends to register the said name with the division of Corporations of the Florida Department of State, Tallahassee, Florida. Dated at Bradenton, Florida on this 5 day of February, 2020.
Angus Rogers 941-362-9377, 2.5.2020.

**IN THE CIRCUIT COURT OF THE
TWELFTH JUDICIAL CIRCUIT,
IN AND FOR MANATEE
COUNTY, FLORIDA**

Case No. 2020DR647
Colleen Rae Fletcher Petitioner,
and

Nicholas Lee Fletcher
Respondant,

NOTICE ACTION FOR Petition
for Dissolution of Marriage No
Children No Property.

TO Nicholas Lee Fletcher 3938
75th St W Apt 1401 Bradenton,
FL 34209.

YOU ARE NOTIFIED that an action for Dissolution of marriage has been filed against you and that you are required to serve a copy of your written defenses, if any, to it on Colleen Rae Fletcher 3990 75th Street West Apt 118 Bradenton, FL 34209 on or before March 21, 2020 and file the original with the clerk of this court at 1115 MANATEE AVE WEST BRADENTON FL 34205 before service on Petitioner or immediately thereafter. If you fail to do so, a default may be entered against you for the relief demanded in the petition. Copies of all court documents in this case, including orders, are available at the Clerk of the Circuit Courts office. You may review these documents upon request. You must keep the Clerk of the Circuit Courts office notified.



Justin Hey
Agency Owner

3007 Manatee Ave W
Bradenton, FL 34205

p 941.545.7440

f 352.358.3982

customer svc 877.677.4063

justin.hey@weinsuregroup.com

PUBLIC NOTICE
NOTICE OF FUNDING AVAILABILITY
MANATEE COUNTY, FLORIDA
Community Development Block Grant (CDBG), HOME Investment Partnership
Program (HOME) and Emergency Solutions Grant (ESG)

Manatee County has been notified that the Department of Housing and Urban Development (HUD) has proposed an estimated allocation of \$2,657,949.00 for the 2020-21 program year CDBG, HOME and ESG programs. This allocation is an estimate based upon the 2019-20 funding year and is subject to change. *(A maximum of 20% of the funds may be used for program planning and administration.)* The CDBG program is primarily designed to help those residents who are of low- and/or moderate-income within CDBG eligible areas or for households who income qualify.

During February of 2020, public focus group meetings and public outreach meetings, will be held to solicit stakeholder/**citizen comments on Manatee County's low and moderate**-income housing and community development needs, provide information about the eligibility of various kinds of activities, and answer questions regarding the grant programs. Feedback received will be used to assist Manatee County in determining which priority needs identified in the 2017-22 Consolidated Plan are of highest priority, when reviewing grant applications for the 2020-21 program year.

Manatee County will be soliciting CDBG grant applications from non-profit organizations to assist in addressing the housing and community **development needs of the County's low-** and moderate-income residents.

Application access for funding will be available through the Redevelopment and Economic Opportunity Department on March 16, 2020. In addition, a grant application workshop will be held on March 6, 2020 at the Goodwill Corporate Offices, 2705 51st Avenue East, Bradenton, FL, 34203 from 9:00AM to 11:30AM, to give details and answer questions regarding the funding application. The County will be accepting applications until 4:00 p.m., Friday, April 10, 2020.

Additional questions or comments may be sent to:

Denise Thomas
Housing and Community Development Manager
Manatee County Redevelopment and Economic Opportunity Department
denise.thomas@mymanatee.org
(941) 748-4501, ext. 3474
1112 Manatee Avenue West
Bradenton, FL 34205

Publish date:



Redevelopment and Economic Opportunity Department

Community Development Block Grant Application Workshop

Friday, March 6, 2020

9:00 AM – 12:00 PM

Agenda

- Welcome and Introductions
- Consolidated/One Year Action Plan Overview
- Programs and Project Selection – **Important!**
- Priorities for FY 2020/2021
- Result Driven Accomplishments
- Application Process
- Getting Paid/Compliance Monitoring
- Schedule
- Questions





Manatee County
Community Development Block Grant
Application Workshop and Training Session
Friday, March 6, 2020

PLEASE PRINT CLEARLY and GIVE STAFF A BUSINESS CARD

#	Name	Organization & Address	Phone Number	Email Address
1	Kyle A. Zumbardo	Survase	(305) 273-3055	kzumbardo@survasage.org
2	Suzie Dobbs	Man. Co. FMD		suzie.dobbs@mymanatee.org
3	Ed Reinhard	NARC	941-227-7660	ed@ah101.org
4	Taupa Denis	Seaside Neighborhood Association	941-902-3791	tg11b2013@yahoo.com
5	Jim Piron	2020 Ministries	336-613-8248	jim.piron@life.com
6	Daniel Mineo	United Way Suncoast 5261 W. Kennedy Blvd, Suite 600 Tampa, FL	813-274-0900	dmineo@uwsuncoast.org
7	Andrea Doggett	11	941-281-6933	adoggett@uwsuncoast.org
8	Amy Van Dell	Nat'l. Affordable Homeownership Coalition	941-962-1543	a.vandell@ah101.org
9	Angele Murray	Safe Children Coalition 1500 Independence Blvd Ste 210 Sarasota, FL 34232	941-371-4799 X117	amurray@scocl.org
10	Julia Showers	The Salvation Army on file	941-757-5771	Julia.Showers@uss.salvationarmy.org



Manatee County
Community Development Block Grant
Application Workshop and Training Session
Friday, March 6, 2020

PLEASE PRINT CLEARLY and GIVE STAFF A BUSINESS CARD

#	Name	Organization & Address	Phone Number	Email Address
1	Susan Puyon	SOCO Ministries	330-613-8248	jim.puyon@live.com
2	James Clegg	Gulfcoast Legal Services	941-746-6151	jamesc@gulfcoastlegals.org
3	Jane Rosebom	Centerstone	941-518-7312	jane.rosebom@centerstone.org
4	Adell Erozer	Turning Points	941-747-1509	aerozer@pmanatee.org
5	Kelly French	The Salvation Army	941.757.5773	kelly.french@ussa.org
6	Bill Grenier	Meals on Wheels	941-747-4655	bill.grenier@mealsonwheels.org
7	Bonnie Jan	Real Vision	941-580-8855	Herealvision@earthlink.net
8				
9				
10				



Manatee County
Community Development Block Grant
Application Workshop and Training Session
Friday, March 6, 2020

PLEASE PRINT CLEARLY and GIVE STAFF A BUSINESS CARD

#	Name	Organization & Address	Phone Number	Email Address
1	Alberta Kuentz	616-10th Andym Inc - St E. Brg	941-747-8544	alberta.andym-ent@gmail.com
2				
3				
4				
5				
6				
7				
8				
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1

Redevelopment and Economic Opportunity Department CDBG Grant Workshop 2020/2021



Denise Thomas
Community Development Manager
March 6, 2020

2

Targets For The Day

- 1) Leave With A Better Understanding of the CDBG Program and Priorities**
- 2) Leave With A Better Understanding of the Neighborly Software**
- 3) Leave With A Better Understanding of Manatee's Results First Goals**



3

Introductions

**Tell Us Who You Are and
What Program Funding You Are Applying For**



4

One Year Action Plan

- Describes specifically how federal funds will be spent over the course of the upcoming program year.
- Projects are geared to accomplish the priority needs stated in the 2017-2022 Consolidated Plan.
- Funding sources that are covered in this plan are:
 - Community Development Block Grant (CDBG)
 - HOME Investment Partnerships (HOME)
 - Emergency Solutions Grant (ESG)



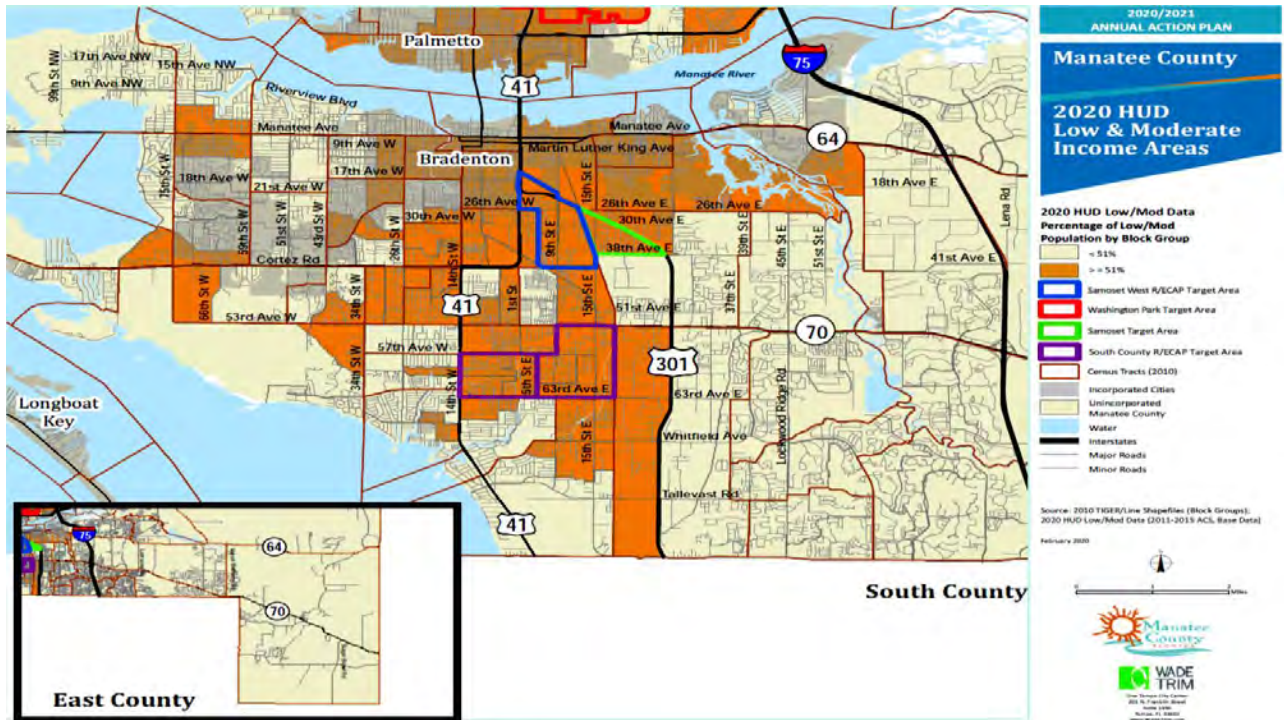
5

National Objectives

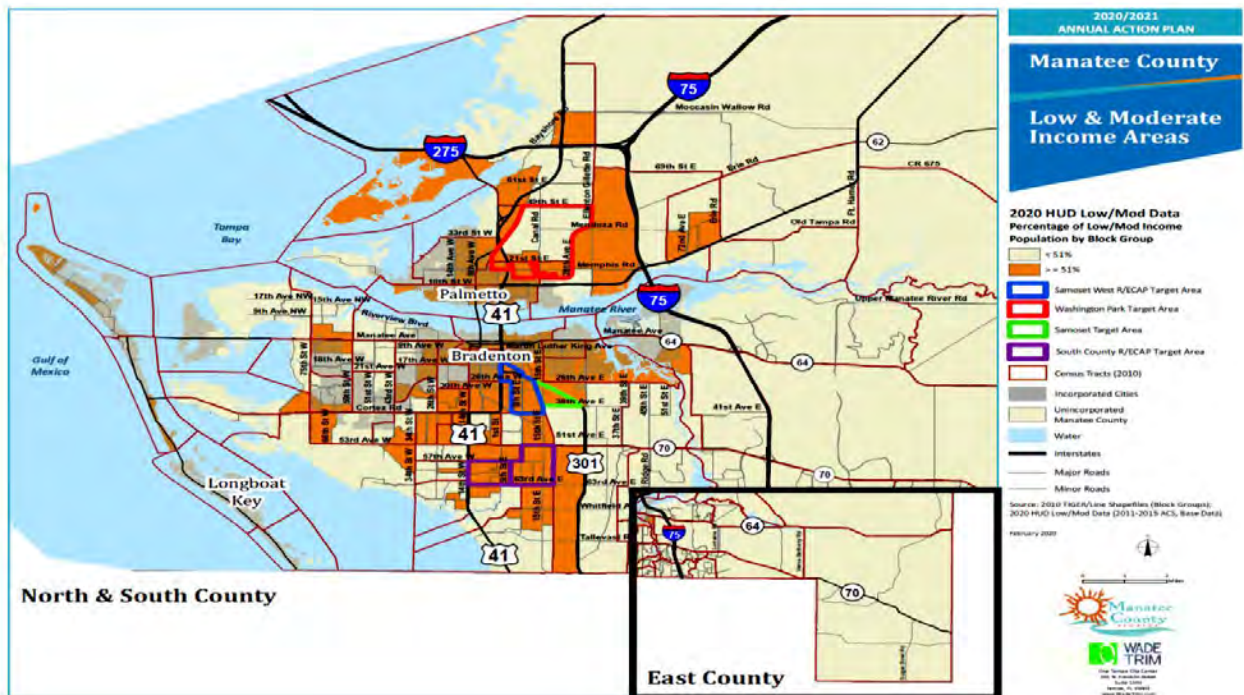
- Activities benefiting low and moderate income persons (area/client based)
- Activities which aid in the prevention or elimination of slums or blight
- Activities designed to meet community development needs having a particular urgency (i.e. natural disaster)



6



7



8

One Year Action Plan Incomes Served

2019 Manatee County Median Income: \$70,900

Number in Household	1 Person	2 Person	3 Person	4 Person
30% of median	\$14,900	\$17,000	\$21,330	\$25,750
50% of median - low	\$24,850	\$28,400	\$31,950	\$35,450
80% of median - moderate	\$39,700	\$45,400	\$51,050	\$56,700
Number in Household	5 Person	6 Person	7 Person	8 Person
30% of median	\$30,170	\$34,590	\$39,010	\$43,430
50% of median - low	\$38,300	\$41,150	\$44,000	\$46,800
80% of median - moderate	\$61,250	\$65,800	\$70,350	\$74,850

9



10

What is eligible?

- Acquisition of real property
- Public improvements
- Public facility improvements
- Public service projects
- Home ownership
- Construction of housing
- Demolition of blighted/unsafe structures
- Economic development activities
- Housing rehabilitation



11

Programs

- **Community Development Block Grant (CDBG) Program:**
 - Infrastructure
 - Home Owner Rehabilitation
 - Public Facilities Improvements
 - Public Service Projects
- PY 2020/2021 - \$1,902,977 in CDBG funding is anticipated
- Funds are subject to a 15% Public Service Cap (\$285,446.55) and 20% Administration Cap (\$380,595.40)



12

Programs

- **Emergency Solutions Grant (ESG) Program:**
 - Rapid Re-Housing Rental Assistance
 - Homeless Prevention Rental Assistance
- PY 2020/2021 - \$164,657 in ESG funding



13

Programs

- **HOME Investment Partnerships Program:**
 - Down Payment Assistance
 - Home Owner Rehabilitation
 - Infill Housing
 - Multi-Family Housing Construction/Rehabilitation
 - CHDO Acquisition Rehabilitation/Construction
- PY 2020/2021 - \$660,812 in HOME funding
- Funds are subject to a 15% CHDO set-aside (\$99,121.80) and 10% administration cap (\$66,081.20)



14

Project Selection

- In order to meet timeliness requirements, proposed projects must demonstrate:
 - Correct ownership of land in place
 - Correct zoning in place
 - Additional funding/financing in place
 - Agency capacity in place
 - Clear and defined project narrative and results to be accomplished
 - Specified budget to cover all costs

IMPORTANT



Prior to Funding Approval

15

All Funding Approvals Are
Subject To Availability Of
Funding Based On Allocation
Received From HUD



16

What is not eligible?

General Rule: Any activity that is not included is excluded

- Buildings or portions thereof, used for the general conduct of government. For example, the County Administration Building
- General government expenses. Salaries for those not directly involved in programs
- Political activities
- Purchase of equipment
- Operating and maintenance expenses
- Purchase of construction equipment
- New Housing Construction (CDBG only)



17

And Then There Are More Requirements...

- Environmental review
- Davis-Bacon Labor Standards
- Section 3
- Equal Opportunity
- Drug Free Workplace
- Accessibility for Disabled People
- Purchasing Standards
- Lead Based Paint Elimination
- Avoiding Conflicts of Interest



18

Priorities for FY 2020/2021



19

R/ECAP Target Area

Areas designated by the Office of Fair Housing as Racially/Ethnically Concentrated Areas of Poverty
Census Tracts 1.06, 3.06 and 3.05

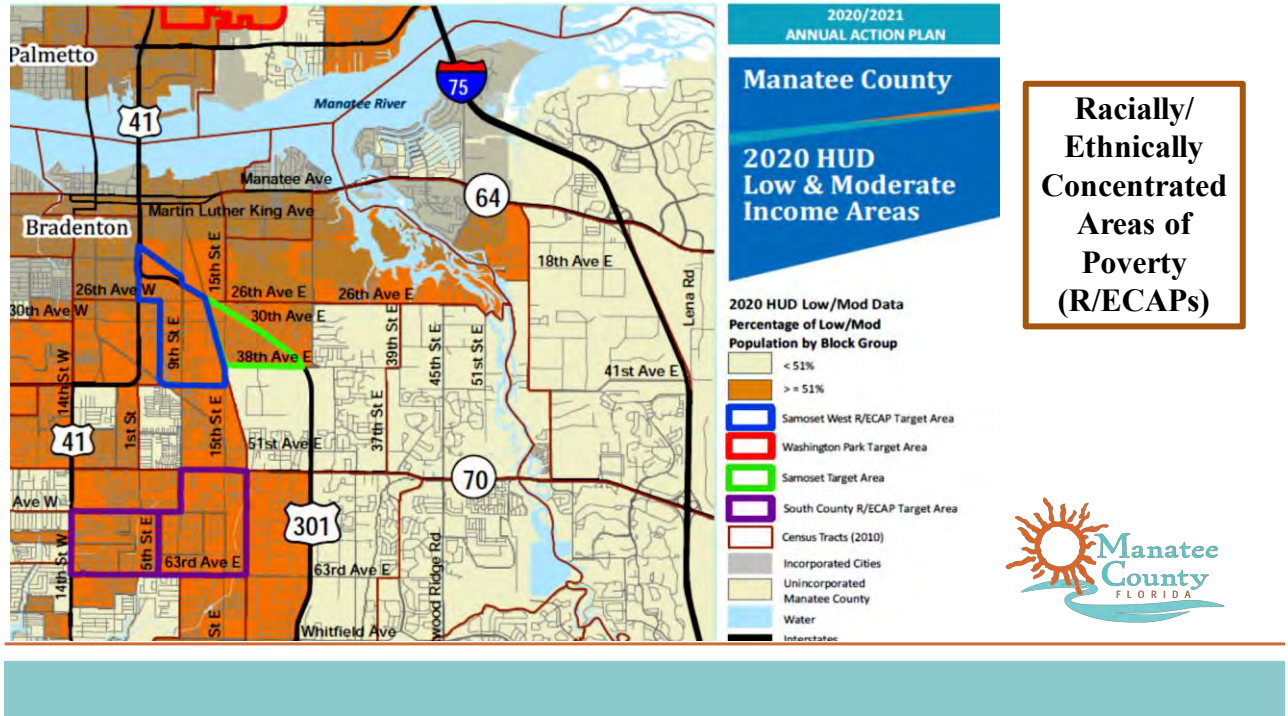
Higher points awarded for applications received with activities serving these communities

**A Good Idea Is Only As Good
As It Can Be Implemented!**



Don't Assume!...Know The Area...Who You Are Serving...and How They Can Be Served

20



21

Priority Needs Remaining to be Addressed

■ Housing (Goal 1)

- Affordable housing (increase supply)
- Address the quality of housing/enforcement
- Elimination/Repurposing of blighted/abandoned structures
- Rehabilitation of older units (make ADA accessible)



22

Priority Needs Remaining to be Addressed

- **Social/Public Services (Goal 2)**
 - English as a Second Language
 - Affordable Child Care Services
 - Financial Literacy



23

Priority Needs Remaining to be Addressed

- **Community Development/Infrastructure (Goal 3)**
 - Street Lighting
 - Road Resurfacing/Construction
 - Drainage Improvements
 - Sidewalk Improvements
 - Public Facility Improvements
 - Elimination of Slum and Blight - Demolition



24

Priority Needs Remaining to be Addressed

- **Economic Development (Goal 4)**
 - Entrepreneurship/Small Business Development
 - Employment Training
 - Exterior Rehabilitation of Commercial Structures



25

Activity Must be Result Driven

- How does the project or public service result in a positive effective change to the client's condition or the community environment?
- What is the achievable outcome(s)? How will you quantify success?
- How will you measure the results (methodology you use?)
- Quarterly reporting is required on the results




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New Application Process




27


Neighborhood Software

[Features](#)
[News & Insights](#)
[About](#)
[Request Demo](#)

Neighborhood Software

Specifically Designed for Housing, Economic and Community Development Organizations



DRAW ID	CASE	ACTIVITY
14	10008: Duffy Duck	Program Manager: \$200.00
15	10009: Duffy Duck	Program Manager: \$1,000.00

28

Administer All of Your Programs In One Solution

Maximize Community Investment. Minimize Administrative Burden.

<i>Down Payment Assistance</i>	<i>Public Service Grants (CDBG, CSBG, ESG)</i>
<i>Employer Assisted Housing</i>	<i>Lead Hazard Remediation</i>
<i>Weatherization Assistance (WAP)</i>	<i>Emergency Home Repairs</i>
<i>Home Accessibility Modifications</i>	<i>Single/Multi Family Home Rehabilitation</i>
<i>Affordable Housing Development</i>	<i>Community Land Trust</i>
<i>Tenant Based Rental Assistance</i>	<i>Property Acquisition & Demolition</i>
<i>Public Infrastructure Activities</i>	<i>Commercial Façade Improvements</i>
<i>Asset Management (Affordable Housing)</i>	<i>Business Attraction Grants</i>
<i>Small Business Loans</i>	<i>Disaster Recovery (CDBG-DR)</i>

29

Web-Based Neighborly Software System

- Participant Access to Portal....
 - <https://portal.neighborlysoftware.com/manateecountyfl/Participant>
- We have provided you with a Subrecipient User Guide to access the system and guide you through the system.
- Staff will now walk you through the system.

30

Getting Paid

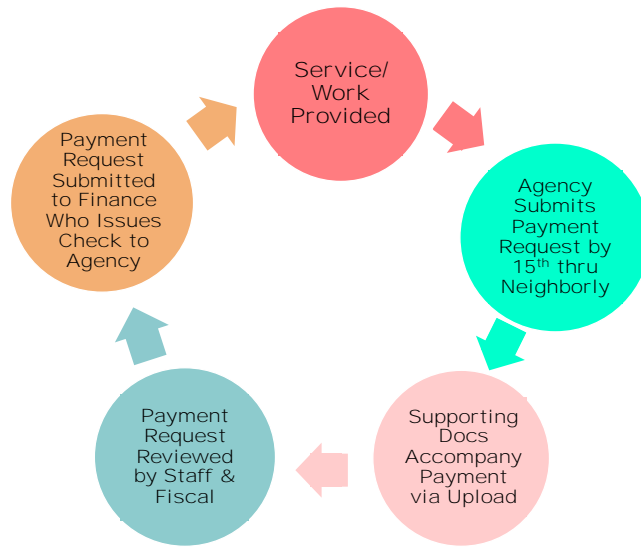


31

Reimbursement Procedures



32



33

Compliance/Monitoring



34

Compliance/Monitoring Requirements

- Within 30 days of execution of funding agreement, REO Compliance Coordinator will meet with agency to establish guidelines for reporting and compliance
- Monthly Progress Reports (Attachment C1) are required with each payment request
- Quarterly Performance Measurement Report, Program Information Summary Report and Financial Information Summary Report (Attachment C2), and Results First Quarterly Report (Attachment C3) are due at the time of submission of payment request for the appropriate quarter



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If Reports Are Not Submitted
In A Timely Manner, Processing
Of Payments Will Be Delayed



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Schedule

Date	Purpose
March 6, 2020	Grant Workshop For Subrecipients
March 16, 2020	CDBG Grant Application Opens
April 10, 2020	Grant Applications Due
April 13-April 24, 2020	Staff Threshold Review Occurs
April 27 – May 15, 2020	Review Committee Application Review & Recommendation Period
June 16, 2020	BCC Meeting for Recommended Activities to be included in Draft Action Plan
June 17, 2020	Notify agencies by email of projects recommended in Draft Action Plan
June 27 – July 28, 2020	Public Comment Period for Draft Action Plan
July 28, 2020 or August 4, 2020 (Alternative)	Public Hearing and approval of 2020-2021 CDBG Annual Action Plan
August 14, 2020	Deadline for Plan submission to HUD

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Manatee County Community Development Block Grant Application for Funding *(Public or Private Non-Profit Agencies)*

**Application Submissions Due No Later Than
4:00 p.m. – April 10, 2020**

**Grant Application Portal Access on
March 16, 2020**



38



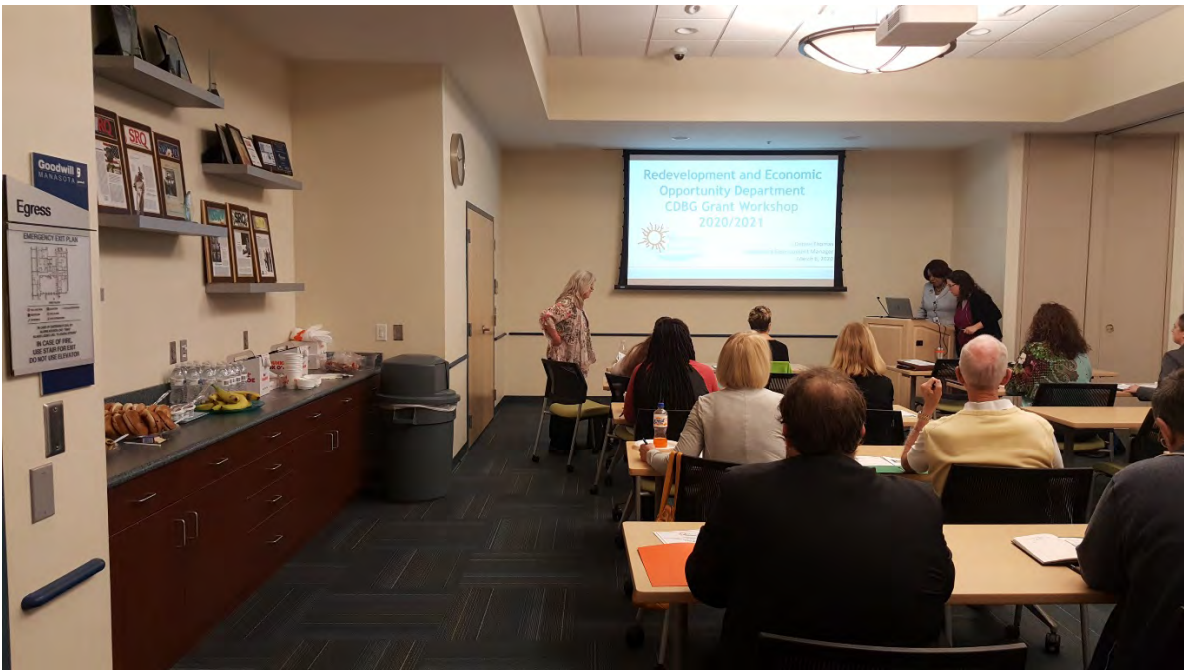
Questions
Contact Jennifer Yost
or
Denise Thomas
(941) 749-3029



GRANT APPLICATION WORKSHOP-3/6/2020-GOODWILL CORPORATE CAMPUS, BRADENTON, FL



GRANT APPLICATION WORKSHOP-3/6/2020-GOODWILL CORPORATE CAMPUS, BRADENTON, FL



GRANT APPLICATION WORKSHOP-3/6/2020-GOODWILL CORPORATE CAMPUS, BRADENTON, FL



GRANT APPLICATION WORKSHOP-3/6/2020-GOODWILL CORPORATE CAMPUS, BRADENTON, FL



GRANT APPLICATION WORKSHOP-3/6/2020-GOODWILL CORPORATE CAMPUS, BRADENTON, FL



Neighborly Software Subrecipient User Guide

Table of Contents

Accessing the Subrecipient Portal	1
Registering your Account	2
Logging In.....	3
Forgot your Password.....	3
Changing your Password	3
Signing Out	4
Managing your Grant account.....	5
Submitting a Draw Request	6
Completing Monthly/Quarterly/Annual Reports	8

Accessing the Subrecipient Portal

The Subrecipient Portal is hosted by Neighborly Software and is accessible available via any internet connected device. The recommended browser is Google Chrome, but will work with any modern web browser (i.e. Internet Explorer v10+, FireFox, Safari).

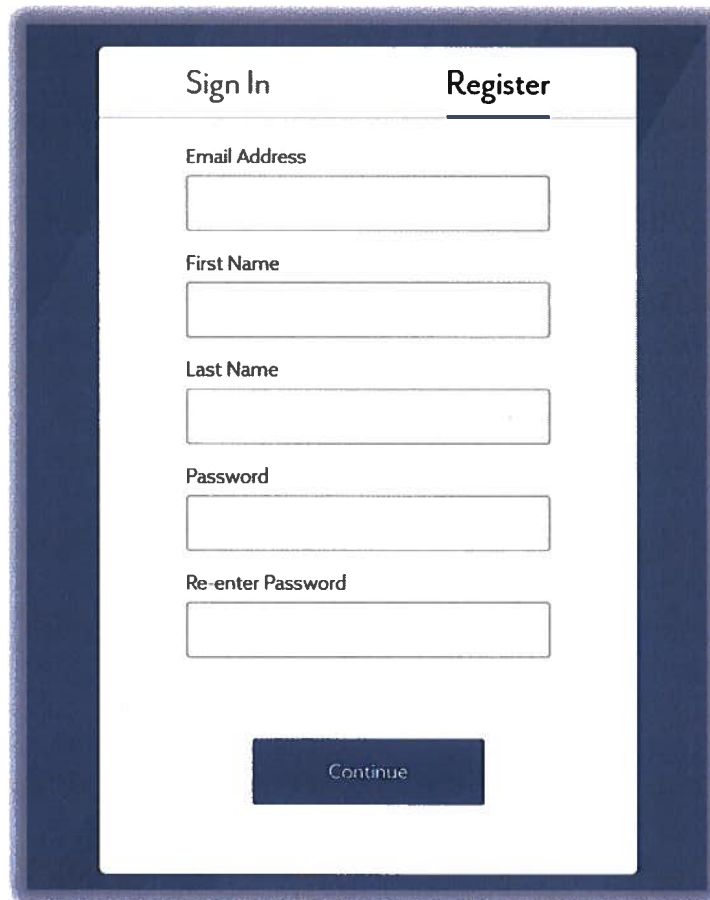
Application Portal Link: <https://portal.neighborlysoftware.com/manateecountyfl/Participant>

The screenshot shows a web form for logging into the Subrecipient Portal. The form is set against a dark blue background. At the top, there are two tabs: 'Sign In' (which is active) and 'Register'. Below the tabs, there are two input fields: 'Email Address' and 'Password'. Below the 'Password' field is a checkbox labeled 'Remember Me?'. At the bottom of the form is a dark blue button labeled 'Sign In'. Below the button is a link that says 'Forgot your Password?'.

Registering your Account

When you access the Portal for the first time, you'll need to Register your account by clicking on the Register link. The registration process will create a user name (which is your work email address) and password that will be used for future logins. The email address you choose will also be used for system emails/notifications. For security purposes, the system will validate that you own the registered email address by sending an email with a validation link.

Note: If you do not receive the system email within 2 minutes, check your spam or bulk mail folder. If the email appears in that folder, you should right click on the email to indicate "Not Junk" or "Not Spam" to ensure you receive any other system notifications.

The image shows a registration form within a dark blue frame. At the top, there are two tabs: "Sign In" and "Register", with "Register" being the active tab. Below the tabs, the form contains five input fields, each with a label to its left: "Email Address", "First Name", "Last Name", "Password", and "Re-enter Password". At the bottom of the form is a dark blue button with the text "Continue" in white.

Sign In	Register
Email Address	
<input type="text"/>	
First Name	
<input type="text"/>	
Last Name	
<input type="text"/>	
Password	
<input type="password"/>	
Re-enter Password	
<input type="password"/>	
<input type="button" value="Continue"/>	

Logging In


Once your account has been registered, you may login (using the same link above) by entering the email address and password used during registration. By checking “Remember Me?”, your web browser will remember your email address for future logins (depending on browser and security settings).

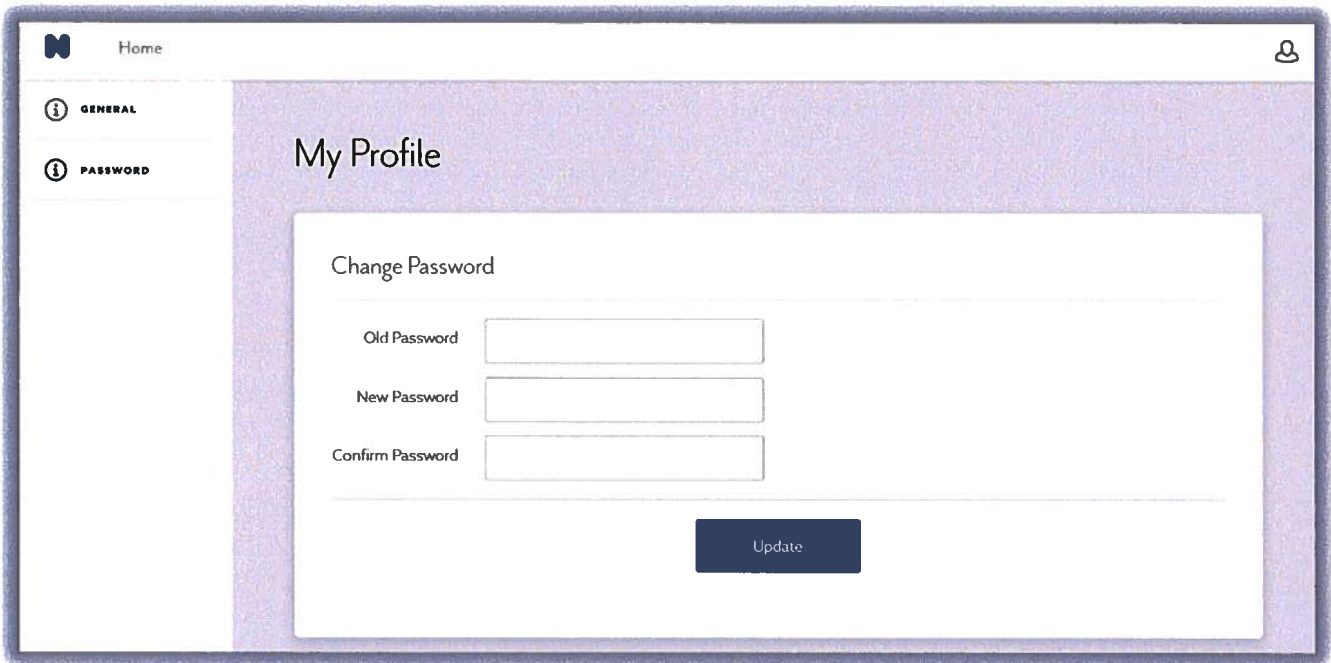
A screenshot of a web form for logging in or registering. The form has two tabs at the top: "Sign In" (which is selected and underlined) and "Register". Below the tabs, there are two input fields: "Email Address" and "Password". Below the "Password" field is a checkbox labeled "Remember Me?". At the bottom of the form is a dark blue button labeled "Sign In". Below the button is a link that says "Forgot your Password?". The entire form is set against a white background with a dark blue border.

Forgot your Password

If you forget your password, click on the link that says “Forgot your Password?” and follow the prompts to create a new password. For security purposes, the system will send an email to the registered email address with a link to reset your password

Changing your Password

To change your password, log into the Application Portal. Click on the  icon on the top right corner of the screen, and select “My Profile”. Then select the Password option on the left side of the screen. For security purposes, you will be required to enter your Old Password before selecting a New Password.



Home

GENERAL

PASSWORD

My Profile

Change Password

Old Password

New Password

Confirm Password

Update

Signing Out

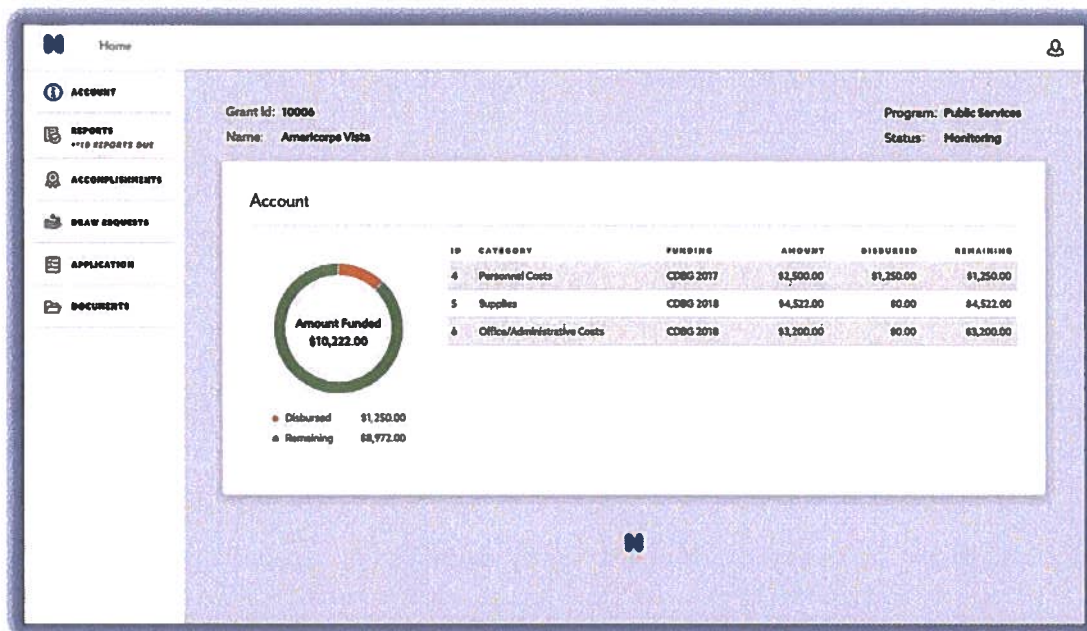
To sign out (aka log out) of the system, click on the  icon on the top right corner of the screen and select "Sign Out".

Managing your Grant account

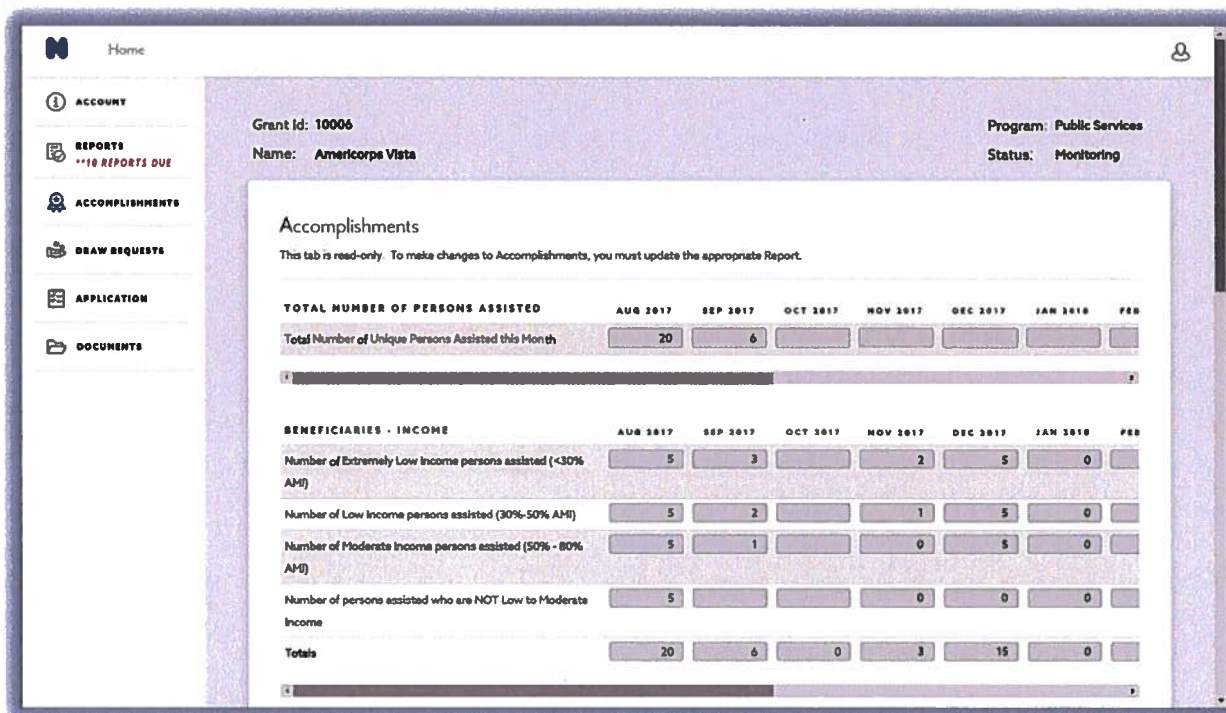
Upon logging in, you should see your grant account listed in the table of Grants. Click “View” to load the grant account screen.



Once loaded, you’ll see the Grant account screen has 6 tabs: Account, Reports, Accomplishments, Draw Requests, Application and Documents. The Account screen is a summary of your Grant account, including the award amount, the funds disbursed, and the remaining account balance.



The Accomplishments screen provides a summary of Accomplishment data entered via Monthly and Annual Reports. Note that this screen is Read Only – accomplishment data can only be added/modified via the Monthly and Annual reports. Also note the scroll bar at the bottom of each section of Accomplishments to view multiple months.



Home

ACCOUNT

REPORTS
118 REPORTS DUE

ACCOMPLISHMENTS

DRAW REQUESTS

APPLICATION

DOCUMENTS

Grant Id: 10006

Name: Americorps Vista

Program: Public Services

Status: Monitoring

Accomplishments

This tab is read-only. To make changes to Accomplishments, you must update the appropriate Report.


TOTAL NUMBER OF PERSONS ASSISTED	AUG 2017	SEP 2017	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB
Total Number of Unique Persons Assisted this Month	20	6	0	0	0	0	0

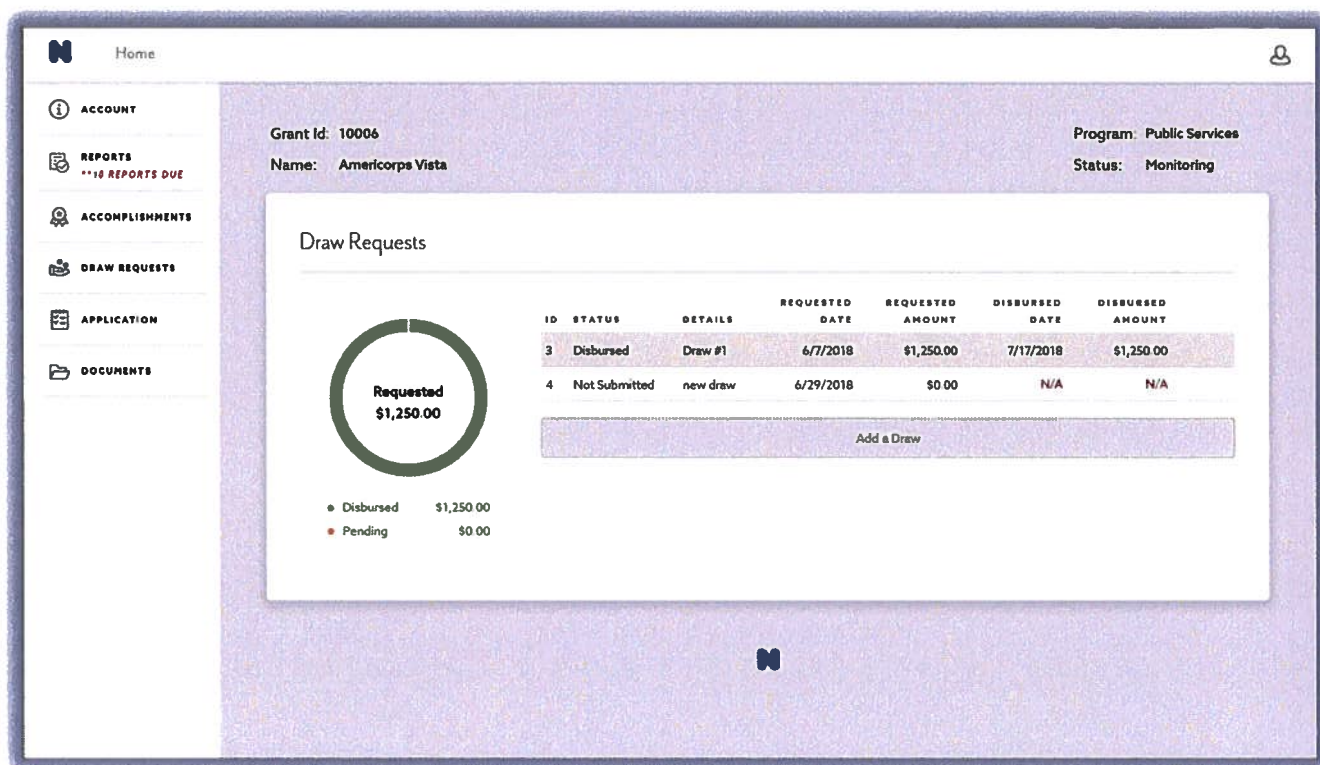
1 2

BENEFICIARIES - INCOME	AUG 2017	SEP 2017	OCT 2017	NOV 2017	DEC 2017	JAN 2018	FEB
Number of Extremely Low Income persons assisted (<30% AMI)	5	3	0	2	5	0	0
Number of Low Income persons assisted (30%-50% AMI)	5	2	0	1	5	0	0
Number of Moderate Income persons assisted (50% - 80% AMI)	5	1	0	0	5	0	0
Number of persons assisted who are NOT Low to Moderate Income	5	0	0	0	0	0	0
Totals	20	6	0	3	15	0	0

1 2

Submitting a Draw Request

The Draw Requests allows you to request draws from your remaining account balance. The initial screen is a summary of any existing draw requests and disbursement data. To view an existing draw, click on the  icon to the right of the draw. To create a new draw, click the “Add a Draw” link.

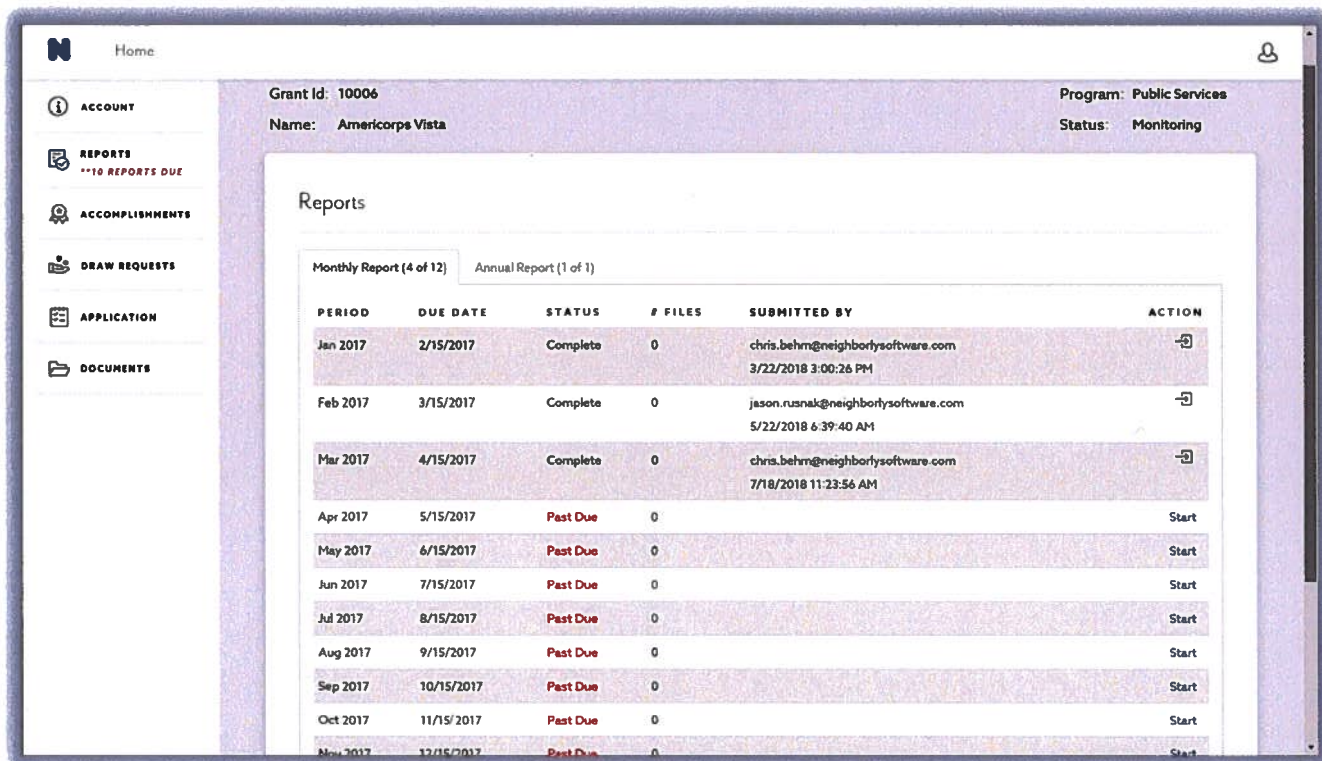





When requesting a draw, provide a brief description of the draw request, the amount requested by budget “Category”, and attach any supporting documents as necessary. The draw request will be forwarded to the entitlement jurisdiction for review and approval/denial. You can track the draw request review process by clicking on the “Workflow” tab.


CATEGORY	ORIGINAL AMOUNT	- OTHER DISBURSEMENTS	= AVAILABLE BALANCE	AMOUNT REQUESTED
Personnel Costs CDBG 2017	\$2,500.00	\$1,250.00	\$2,500.00	\$0.00
Supplies CDBG 2018	\$4,522.00	\$0.00	\$4,522.00	\$0.00
Office/Administrative Costs CDBG 2018	\$3,200.00	\$0.00	\$3,200.00	\$0.00
Totals	\$10,222.00	\$1,250.00	\$8,972.00	\$0.00

Completing Monthly/Quarterly/Annual Reports

The Reports tab will indicate if any reports are Due or Past Due. Once you click into the Reports section, you'll see a summary of reports, including tabs for Monthly, Quarterly and/or Annual Reports.



PERIOD	DUE DATE	STATUS	# FILES	SUBMITTED BY	ACTION
Jan 2017	2/15/2017	Complete	0	chris.behm@neighborlysoftware.com 3/22/2018 3:00:26 PM	
Feb 2017	3/15/2017	Complete	0	jason.rusnak@neighborlysoftware.com 5/22/2018 6:39:40 AM	
Mar 2017	4/15/2017	Complete	0	chris.behm@neighborlysoftware.com 7/18/2018 11:23:56 AM	
Apr 2017	5/15/2017	Past Due	0		Start
May 2017	6/15/2017	Past Due	0		Start
Jun 2017	7/15/2017	Past Due	0		Start
Jul 2017	8/15/2017	Past Due	0		Start
Aug 2017	9/15/2017	Past Due	0		Start
Sep 2017	10/15/2017	Past Due	0		Start
Oct 2017	11/15/2017	Past Due	0		Start
Nov 2017	12/15/2017	Past Due	0		Start

Click into a report by clicking the  icon to the right of the report, or start a new report by clicking the "Start" link. Note that Reports are not available to be started/completed until the reporting period has passed.

Once inside a report, you will see multiple tabs depending on your grant program. Usually there are at least 3 tabs – one for reporting Goal progress, one for Accomplishment data and one to certify and Submit. Complete each tab by clicking the Complete and Continue link at the bottom of the screen. You may also Save your work to return to the report at a later date. The report is not Complete and Submitted until all tabs are individually marked Complete.

Eligibility

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
11:22 AM

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

Eligibility

Approximate funding available for Public Services is \$285,446.55, and Public Facilities/Improvements/ Housing is \$1,236,935.05. Funding requests that exceed these approximate limits, or are multi-year requests, will not be considered for award.

1. Is the agency located in unincorporated Manatee County?

No

If Agency's office or facility is not in unincorporated Manatee County, explain how Agency services benefit unincorporated Manatee County low-to-moderate-income residents and how those services will be documented.
Our offices are not located in unincorporated Manatee County, however, we will serve eligible clients who reside in unincorporated Manatee County giving preference to the residents in the R/ECAPS areas.

2. What national objective will this project achieve?

3. Will proposed project/service serve persons under 80% Area Median Income (AMI)?

Yes

e	1	2	3	4	5	6	7	
	\$39,700	\$45,400	\$51,050	\$56,700	\$61,250	\$65,800	\$70,350	:

4. If this is a Public Facility or Infrastructure project application the project must serve 51% of AMI. If this is a Public Service Application the project must serve 100% of 80% AMI or below. What is the % of individuals served that will be at 80% AMI or below?

Yes

5. Will the project/service address a priority in a Racially/Ethnically-Concentrated Areas of Poverty (R/ECAP)?

Yes

A. Agency Info

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
11:32 AM

Case Id: 10104
Name: Test for Workshop - 2020/21
Address: 1112 Somewhere Avenue

Agency/Organization Information

Please provide the following information

A.1. Agency Name

Test Public Service Agency

A.9. Contact Name

John Doe

A.2. Executive Director

Jane Doe

A.10. Contact Title

Public Service Coordinator

A.3. Telephone Number

(777) 777-7777

A.11. Telephone/Fax

(777) 777-7777

A.4. Email Address

jdoe@publicserviceagency.com

A.12. Email Address

jdoe2@public.serviceagency.com

A.5. Agency Address

1112 Anywhere Avenue Bradenton, FL 34205-7804

A.6. Federal Tax ID #

600,000,000

A.7. DUNS #

100000000

A.8. Organization Type

Non-Profit

Documentation



Articles of Incorporation and/or By-Laws *Required

Documentation for Section A.docx



Board of Directors/Advisory Council Listing *Required

Documentation for Section A.docx

☒ **Resolution Authorizing Submission of Application *Required**

Documentation for Section A.docx

☒ **Tax Exempt Status Letter from the Internal Revenue Service (IRS) *Required**

Documentation for Section A.docx

☒ **Certification of Good Standing *Required**

Documentation for Section A.docx

B. Project Info

Last modified by sharon.mcclellan@mymanatee.org on 3/5/2020
11:01 AM

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

Project Information

Please provide the following information

B.1. Project Name

Public Service Project

B.2. Amount Requested

\$50,000.00

B.3. Project Address

1112 Somewhere Avenue Bradenton, FL 34205

B.4. Project Type

Public/Economic Development

B.5. Service Area

Racially/Ethnically Concentrated Area of Poverty (R/ECAP)

B.6. Does the project facilitate community and economic development in a R/ECAP?

Yes

B.7. Is the project/service located in a R/ECAP?

Yes

B.8. Provide a program narrative for general public understanding.

This is where you will explain your program and the benefits you will provide to the citizens in 3500 characters or less. If you can not explain in 3500 or less you are able to upload additional documentation in the Documents section on the left tool bar. Please make reference to the uploaded document in the appropriate text box. CAUTION: we will not accept applications that simply say see attached. You must complete as much as possible in the text box. You have the option to type in Word and copy and paste the narratives as needed. The system will time you out so make certain you are saving often if you are composing at the same time you are typing.

B.9. Define the agency service area (if project is limited to a specific area, attach a map that highlights project area boundaries).

This is the area that you will explain where you will provide the services. You have the option to upload a map just below here if that helps. The map is not required so if you choose to use a narrative a=here and not a map you will be able to continue.

☐ Map highlighting project area boundaries

****No files uploaded**

Printed By: Sharon McClellan on 3/5/2020

B.10. Describe how your project/program will meet a priority need in the County's 5 year Consolidated Plan.

You can reference the the priority needs in your PowerPoint. Slides 22 -25

B.11. Which of the following activities will the project achieve?

- ☐ English as a Second Language Education
- ☐ Expand Access to Housing Programs or Services
- ☐ Fair Housing
- ☐ Legal Services
- ☐ Pubic Facility Improvements
- ☐ Youth Centers or Programs
- ☐ Senior/Elderly Facilities or Services
- ☐ Homeless Prevention, Services, or Shelters
- ☐ Affordable Child Care Services
- ☐ Employment Training

B.12. Provide an explanation for each of the activities selected above.

Please insert an explanation for each activity you have checked off above relating to your project/program.

C. Performance Measures

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
1:41 PM

C. Performance Measures

Your service must be results orientated. Describe your results (how the service benefits the client) and how you will quantify and measure the result.

C.1. Provide a narrative on performance measures.

Type in this text box a narrative describing your performance measures including Program objectives, and Outcome Measures, describing the project or activities goals, inputs, activities, outputs and outcomes in terms of availability/accessibility, sustainability, and affordability. Also indicate if the project provides benefits to any special populations (physically/mentally challenged, elderly or frail elderly, persons with HIV/AIDS beneficiaries). Public Service applicants must have one solid result that ties directly back to the project/program. Identify the result and the methodology that you will use to measure the result. Include 4 milestones with a method of verification.

C.2. What is the proposed number of project/program beneficiaries?

Please indicate the number of unduplicated income eligible clients you plan to serve. This means each household served would only be counted once for the fiscal year, regardless of the number of times assisted.

C.3. Are there any special needs beneficiaries?

If yes, what type(s)?

See definition of Special Needs in the blue question help icon.

C.4. Will other agencies participate in the project/program?

If yes, identify participating agencies and identify their involvement in the activity.

List all agencies involved with your program and explain the extent of their involvement.

D. Other Requirements

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
3:54 PM

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

D. Other Requirements

Questions listed below determine program consistency with Public Service/Economic Development Service Objectives.

D.1. Has your agency received CDBG funding in any previous years?

If yes, provide the program title, funding year, and funding amount.

Please provide program title, funding year and funding amount for ALL previous years that you have received CDBG funding. This will help substantiate levels of service and previous reporting history.

D.2. Is your program a new service?

D.3. Is your program an increase in the level of current services?

If yes, please attach Current Service Level Increase details:

☐ Current Service Level Increase Details

***No files uploaded*

D.4. What type of services will you provide? (Check all that apply)

- ☐ Employment
- ☐ Job Training
- ☐ Legal
- ☐ Elderly
- ☐ Homeless
- ☐ Youth
- ☐ Substance Abuse
- ☐ Child Care
- ☐ Housing
- ☐ Mental Health

☐ Healthcare

Other

D.5. Who will you serve? (Check all that apply)

☐ Abused Children

☐ Adults (under 62)

☐ Domestic Violence Victims

☐ Homeless

☐ Non-English Speakers

☐ People with Disabilities

☐ People with HIV/AIDS

☐ Senior Citizens (over 62)

☐ Youth (age 17 or younger)

Other

Documentation

☒ Resume of Person Responsible for Organization's Financial Records *Required

Documentation for Section D.docx

☒ Resumes & Job Descriptions for Management & Supervisory Staff involved in project/program *Required

Documentation for Section D.docx

☐ Resumes & Job Descriptions for other personnel involved in project/program

***No files uploaded*

☐ Volunteers involved in project/program and roles performed

***No files uploaded*



Agency Organizational Chart *Required
Documentation for Section D.docx

E. Schedule

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

*Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
3:58 PM*

E. Schedule

Please provide the following information

Program Implementation Schedule

Implementation Step	Start Date	End Date
Public Service Example --Client outreach	10/01/2020	12/31/2020
Public Service Example -- Service Begins	01/01/2021	09/30/2021

F. Budget

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
4:14 PM

F. Budget

Please provide the following information

F.1. Provide a budget narrative that identifies how the project/service/activity will be accomplished. Include details on how the project would be affected if you received less funds than requested.

Type a narrative of the budget as to how it relates to your program/project. Include details as to how the program would be impacted if you are not awarded the grant or the full funding amount you have requested. Include a line item break down for your total request. Example requesting \$50,000.00 of which, \$45,000 will be used to provide program services and \$5,000 for printed materials.

F.2. Project Budget

Category	Amount Requested	Other Funds Proposed	Other Funds Committed	Other Funding Sources	Total
Public Service Agency	\$50,000.00	\$10,000.00	\$4,000.00	ABC Funding Source	\$64,000.00
	\$50,000.00	\$10,000.00	\$4,000.00		\$64,000.00

Documentation

☐ Copies of executed agreements for committed or secured funds at time of application

***No files uploaded*

☒ Most Recent Financial Audit or Current Year-End Financial Statements ***Required**

Documentation for Section F.docx

Submit

Last modified by sharon.mcclellan@mymanatee.org on 2/27/2020
4:15 PM

Case Id: 10104

Name: Test for Workshop - 2020/21

Address: 1112 Somewhere Avenue

Submit

Please provide the following information

☐ The signature below certifies that he/she is the authorized representative, approved by the Agency's Board of Directors, to enter into this agreement and that the applicant will conduct the proposed activity in the location, time, and manner within the budget presented. It certifies that the proposed activity addresses one of the priorities as contained in the Manatee County 5-Year 2017- 2022 Consolidated Plan.

☐ The applicant certifies that the CDBG funds will be used in the manner described and will be used only to reimburse those eligible costs described in the approved budget and any other type of funds presented in the budget, will be obtained and used for the proposed project.

Name (print)

Title (print)

Name (signature)

****Not signed**

Date



www.myanatee.org

Bradenton Area Convention Center
One Haben Boulevard, Palmetto - Longboat Key Room
9:00 a.m. - August 11, 2020

REVISED - August 11, 2020 - Regular Meeting

BOARD OF COUNTY COMMISSIONERS
PORT AUTHORITY

AGENDA
and
NOTICE OF PUBLIC MEETING

This meeting can be viewed live on www.myanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20.

Written comments can be submitted at www.myanatee.org/comment by Monday, August 10, at 4 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

During the meeting, comments may be delivered in person in the Longboat Key Room at the Bradenton Area Convention Center at One Haben Boulevard, Palmetto. If you choose this option, you must adhere to the CDC's social distancing guidelines and face coverings are required.

Also during the meeting, the public can offer comments by phone by dialing 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free). Enter the Meeting ID number: 832 0204 5358 (followed by #).

MEETING CALLED TO ORDER (Betsy Benac, Chairperson)

INVOCATION (The commission does not endorse the religious beliefs of any speaker.)

1. [Invocation led by Pastor Jordan Becnel, Bayside Community Church, North Campus](#)

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Items Scheduled for Time Certain

2. [10:00 A.M. - ITEM 37 - Presentation of the Tampa Bay Area Regional Transit](#)

[Authority \(TBARTA\) Envision 2030 Regional Transit Development Plan \(RTDP\)](#)

3. [10:30 A.M. - ITEM 5 - Presentation of the Summer 2020 Intern Projects](#)

Changes to Agenda

38. [Updates to Agenda](#)

Attachment: [20200811 Update Memo.pdf](#)

REQUESTS BY COMMISSIONERS (Items to be pulled from Consent Agenda)

A. AWARDS/PRESENTATIONS/PROCLAMATIONS

Awards

4. [Presentation of Retirement Award to Mark Laraway, EMS District Chief, Public Safety Department](#)

Presentations (10:30 A.M. TIME CERTAIN)

5. [Presentation of the Summer 2020 Intern Projects](#)

CITIZEN COMMENTS (Consideration for Future Agenda Items - 30-Minute Time Limit)

Each person will be limited to three (3) minutes. If the thirty (30) minute time period has been exhausted, the Board will entertain any remaining comments near the end of the meeting with the same three (3) minute per person time limitation.

6. [Citizen Comments](#)

CITIZEN COMMENTS (Consent Agenda Items Only)

Each person wishing to speak to Consent Agenda items will be limited to three (3) minutes per item; provided, however, that each person will be limited to speaking for a total of ten (10) minutes regardless of the number of items being discussed.

7. [Citizen Comments](#)

B. CONSENT AGENDA

Clerk of Circuit Court

8. [Approval of the Clerk's Consent Agenda dated August 11, 2020](#)

Attachment: [20200811 Clerk's Consent Agenda.pdf](#)

Attachment: [Minutes 6-26-2020.pdf](#)

Attachment: [Minutes 8-4-2020.pdf](#)

Attachment: [Refund - Traci Batchner.pdf](#)

Attachment: [Refund - Navayuga.pdf](#)
Attachment: [Refund - Pulte Homes.pdf](#)
Attachment: [Refund - Rampage Football Club Soceer.pdf](#)
Attachment: [Refund - Safe Children Coalition.pdf](#)
Attachment: [Refund - Shaw.pdf](#)
Attachment: [Refund - SIRE USA.pdf](#)
Attachment: [Bond -Osprey Landings.pdf](#)

Administrator

9. [Adoption of Resolution R-20-122 authorizing the Manatee County Commissioners to participate in a joint meeting with the Council of Governments on September 1, 2020](#)

Attachment: [Resolution R-20-122.pdf](#)

10. [Approval of Children's Services Advisory Board FY20/21 Investment Recommendations](#)

Attachment: [Memo - FY20-21 Children's Services Funding Recommendations.pdf](#)
Attachment: [FY2020-2021 Children's Services Recommendations Chart - June 17 2020.pdf](#)
Attachment: [CSAB Meeting Minutes 061720.pdf](#)
Attachment: [2020 CSAB Membership List eff March 10 2020 w term dates.pdf](#)
Attachment: [MC Code Of Ordinances Article IX - Childrens Services.pdf](#)

Building and Development Services

11. [Approval of Final Plat and Associated Documents for Del Webb, Phase V, Subphases 5A, 5B & 5C](#)

Attachment: [Dell Webb, Phase V, Subphases 5A, 5B & 5C - Application.pdf](#)
Attachment: [Dell Webb, Phase V, Subphases 5A, 5B & 5C - Legal.pdf](#)
Attachment: [Dell Webb, Phase V, Subphases 5A, 5B & 5C - Agreements.pdf](#)

12. [Reduction of Code Enforcement Fines for Lucinda M Geeding, Case No. CE2011090349](#)

Attachment: [BOCC Attachments CE2011090349 Geeding.pdf](#)

13. [Reduction of Code Enforcement Fines for Barbara K Pauley, Case No. CE2001110115](#)

Attachment: [BOCC Attachments CE2001110115 Barbara K Pauley.pdf](#)

14. [Reduction of Code Enforcement Fines for Jose Kuruvila, Case No. CE2017020129](#)

Attachment: [BOCC Attachments CE2017020129 Jose Kuruvila.pdf](#)

15. [Reduction of Code Enforcement Fines for Edward H. Balian, Case No. CE2016120336](#)

Attachment: [BOCC Attachments Edward H. Balian Case CE2016120336.pdf](#)

16. [Reduction of Code Enforcement Fines for Pier Carlo Porta, Case No. CE2013050680](#)

Attachment: [BOCC Attachments Pier Carlo Porta Case #2013050680.pdf](#)

17. [Reduction of Code Enforcement Fines for Darlene Pryor, Case No. 2016040249](#)

Attachment: [BOCC Attachments Darlene Pryor Case CE#2016040249 .pdf](#)

Financial Management

18. [Adoption of FY20 Budget Amendment Resolution B-20-084](#)

Attachment: [B-20-084dtd08.11.20 FINAL.pdf](#)

19. [Execution of Interlocal Agreements regarding CARES ACT Funding](#) * Clague

Attachment: [Court Administration Interlocal Agreement.pdf](#)

Attachment: [Tax Collector Interlocal Agreement .pdf](#)

Attachment: [Property Appraiser Interlocal Agreement.pdf](#)

Attachment: [Clerk of Circuit Interlocal Agreement.pdf](#)

Attachment: [Manatee Sheriff's Office Interlocal Agreement.pdf](#)

Attachment: [Public Defender Interlocal Agreement.pdf](#)

Property Management

20. [Acceptance and Recording of Permanent Utility Easement between TP-Ellenton, LLC and Manatee County for property located at 5313 19th Street East, Ellenton, Florida 34222](#)

Attachment: [Permanent Utility Easement- TP Ellenton.pdf](#)

Attachment: [Affidavit of Ownership & Encumbrances- TP Ellenton.pdf](#)

Attachment: [Whiskey Joe's PUE_Location Map.pdf](#)

21. [Acceptance and Recording of Permanent Utility Easement between HTG Creekside, LLC and Manatee County for property located at 3505 53rd Avenue East, Bradenton, Florida 34203](#)

Attachment: [Utility Easement HTG Creekside.pdf](#)

Attachment: [Affidavit of O&E HTG Creekside.pdf](#)

Attachment: [Oaks at Lakeside- Utility Easement_Location Map.pdf](#)

22. [Acceptance and Recording of Permanent Utilities Easement between Pace THC, Inc and Manatee County for property located at 3500 26th Street West, Bradenton, Florida](#)

34205

Attachment: [Utilities Easement Pace THC.pdf](#)
Attachment: [Affidavit Pace THC.pdf](#)
Attachment: [Location Map Pace THC.pdf](#)

23. [Acceptance and Recording of Permanent Utilities Easement between Lakewood Ranch Commerce Park, LLC and Manatee County for property located at New Haven Boulevard, Lakewood Ranch, Florida 34211](#)

Attachment: [LWR Commerce Park Easement signed.pdf](#)
Attachment: [LWR Commerce Park Affidavit signed.pdf](#)
Attachment: [Location Map 1 .pdf](#)

24. [Acceptance and Recording of Permanent Utilities Easement between PS at LWR-North, LLC and Manatee County for property located at New Haven Boulevard, Lakewood Ranch, Florida 34211](#)

Attachment: [PS at LWR-North Easement.pdf](#)
Attachment: [PS at LWR-North Affidavit.pdf](#)
Attachment: [Location Map.pdf](#)

25. [Acceptance of Warranty Deed from Dennis G. Hyma and Janice L. Hyma for property located at 5418 Lorraine Road, Bradenton, Florida 34211](#)

Attachment: [Warranty Deed Dennis G. Hyma and Janice L. Hyma.pdf](#)
Attachment: [Partial Release of Mortgage from Bank of America.pdf](#)
Attachment: [Partial Release of Lien from US Small Business Administration.pdf](#)
Attachment: [Location Map.pdf](#)

Public Safety

26. [Adoption of Resolution R-20-100 Accepting a Grant from the Florida Division of Emergency Management; Execution of Emergency Management Performance Grant, COVID-19 Supplemental \(EMPG-S\) Fund Agreement - FY 2020-2021; Adoption of Budget Resolution B-20-085](#) * Nicodemi

Attachment: [FY 2020-2021 EMPG-S Manatee County G-0177 \(JDR\).pdf](#)
Attachment: [R-20-100 EMPG-S Resolution.pdf](#)
Attachment: [FY 2020 Emergency Management Performance Grant Program-COVID-19 Supplemental; CAO Matter No. 2020-0222.pdf](#)
Attachment: [B-20-085 EMPG Resolution.pdf](#)

Redevelopment and Economic Opportunity

27. [Adoption of Resolution R-20-118 Authorizing an Economic Development Incentive Grant - Project Baxter](#)

Attachment: [Baxter Resolution R-20-118.pdf](#)

Attachment: [Baxter Funding Agreement Agenda Item v2.pdf](#)

28. [Adoption of Resolution R-20-119 Authorizing an Economic Development Incentive Grant - Project Hawk](#)

Attachment: [Resolution R-20-119 HAWK v2.pdf](#)

Attachment: [Hawk Funding Agreement .pdf](#)

29. [Adoption of Resolution R-20-120 Approving Manatee CARES: Housing Assistance Program Round 3; Execution of Funding Agreement with Florida Housing Finance Corporation; and Adoption of Budget Resolution B-20-088](#) * Clague

Attachment: [Coronavirus Relief Fund \(CRF\) Subrecipient Agreement.pdf](#)

Attachment: [Manatee Cares HAP Round 3 Program Guidelines.pdf](#)

Attachment: [HAP Round 3 Grant Award Letter.pdf](#)

Attachment: [Resolution 20-120 CARES HAP Round 3 Program Guidelines FINAL.pdf](#)

Attachment: [B-20-088 Resolution.pdf](#)

Attachment: [County Attorney Response to CAO Matter 2020-0349.pdf](#)

30. [Approval of Proposed Projects and Activities for FY 2020-21 U.S. Department of Housing and Urban Development \(HUD\) Annual Action Plan](#)

Attachment: [2020-21 Recommendations - Updated.pdf](#)

31. [Execution of Agreement for Termination of Livable Manatee Homeownership Incentive Program Land Use Restriction Agreement for 423 30th Street East, Palmetto, FL](#)

Attachment: [423 30th Request Term LURA Letter.pdf](#)

Attachment: [termination of Im lura.pdf](#)

APPROVAL OF CONSENT AGENDA

32. [Motion to Approve Consent Agenda](#)

C. ADVISORY BOARD APPOINTMENTS

Neighborhood Services

33. [Appointment of Two Applicants to the Health Care Advisory Board](#)

Attachment: [R17-035 signed.pdf](#)

Attachment: [Current Positions & Names Matrix 2020.pdf](#)

Attachment: [HCAB Business Application Matrix 072020.pdf](#)

Attachment: [Jennifer Egrie.pdf](#)

Attachment: [Jennifer Egrie Resume.pdf](#)

Attachment: [Jill Maciag.pdf](#)

Attachment: [Jill Maciag Resume.pdf](#)
Attachment: [Sherri Bishop.pdf](#)
Attachment: [Sherri Bishop Resume.pdf](#)
Attachment: [Chanel Ziemba.pdf](#)
Attachment: [Chanel Ziemba Resume.pdf](#)
Attachment: [Mary Masty.pdf](#)
Attachment: [Mary Masty Resume.pdf](#)
Attachment: [Stanley Groff.pdf](#)
Attachment: [Stanley Groff Resume.pdf](#)

PORT AUTHORITY (Priscilla Trace, Chairperson)

D. ADVERTISED PUBLIC HEARINGS (Presentations Upon Request)

Public Safety

34. [Adoption of Animal Services Ordinance 20-24](#) * Palmer

Attachment: [Response Memo to CAO Matter No. 2019-0624.pdf](#)
Attachment: [Animal Services Ordinance 20-24.pdf](#)
Attachment: [Ordinance 20-24 - Affidavit of Publication - Bradenton Herald.pdf](#)

E. ADVERTISED PUBLIC HEARINGS (Presentation Scheduled)

F. REGULAR

Administrator

35. [Discussion of On-going Issues Relative to the Coronavirus \(COVID-19\) Emergency](#)

Attachment: [Governor's Executive Order 20-91.pdf](#)
Attachment: [Governor's Executive Order 20-92.pdf](#)
Attachment: [Resolution R-20-041.pdf](#)
Attachment: [Resolution R-20-045.pdf](#)
Attachment: [Resolution R-20-053.pdf](#)
Attachment: [Resolution R-20-056.pdf](#)
Attachment: [Governor's Executive Order 20-112.pdf](#)
Attachment: [Task Force Report.pdf](#)
Attachment: [Governor's Executive Order 20-114.pdf](#)
Attachment: [Governor's Executive Order 20-123.pdf](#)
Attachment: [Plan for Florida's Recovery - Full Phase 1 Outline.pdf](#)
Attachment: [Governor's Executive Order 20-139.pdf](#)
Attachment: [FAQs for Florida's Phase 2 Plan.pdf](#)
Attachment: [City of Anna Maria COVID 19 Order No. 2 - Vacation Rental Reservations - March 24 2020.pdf](#)
Attachment: [Governor's Executive Order 20-166.pdf](#)
Attachment: [Presentation - On-going Issues Related to COVID 19.pdf](#)
Attachment: [Presentation - Week 16 Re-opening Strategies Report.pdf](#)

Attorney

36. [County Attorney Employment Agreement](#) * Palmer

Attachment: [County Attorney Employment Agreement \(final\).pdf](#)

G. REPORTS

Public Works (10:00 A.M. TIME CERTAIN)

37. [Presentation of the Tampa Bay Area Regional Transit Authority \(TBARTA\) Envision 2030 Regional Transit Development Plan \(RTDP\)](#)

Attachment: [Envision 2030 Update Letter from TBARTA 6-9-20.pdf](#)

Attachment: [Letter to TBARTA from BCC - Signed.pdf](#)

Attachment: [MPO Letter to TBARTA RE RTDP June 2020.pdf](#)

Attachment: [MCG Response Letter re Envision 2030 \(003\).pdf](#)

Attachment: [envision-executive-summary 061220 final update.pdf](#)

Attachment: [Envision 2030 Summary Presentation - 06-24-20.pdf](#)

COMMISSIONER AGENDA

CITIZEN COMMENTS (Continuation of Consideration for Future Agenda Items, if Needed)

COMMISSIONER COMMENTS

ADJOURN

The Board of County Commissioners of Manatee County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions including one's access to, participation in, employment with, or treatment in its programs or activities. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act (ADA), should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org.

The Board of County Commissioners of Manatee County and the Manatee County Port Authority may elect not to convene, if no business is scheduled; however, each reserves the right to take action on any matter during its meeting, including items not set forth within this agenda. The Chair of each governing body at his/her option may take business out of order if he/she determines that such a change in the schedule will expedite the business of the governing body.

All public comment on quasi-judicial agenda items is required to be under oath and must occur at a duly noticed public hearing. The Citizens' Comments portion of the agenda is not an advertised public hearing, and no comments on quasi-judicial agenda items are authorized during the Citizens' Comments portion of the agenda.

PUBLIC NOTICE: According to Florida Statutes, Section 286.0105, any person desiring to appeal any decision made by the Board of County Commissioners (or the other entities that are meeting) with respect to any matter considered at said public hearing/meeting will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.



www.mymanatee.org

**Bradenton Area Convention Center One Haben Boulevard,
Palmetto - Longboat Key Room 9:00 a.m. - August 11, 2020**

REVISED - August 11, 2020 - Regular Meeting

Agenda Item #30

Subject

Approval of Proposed Projects and Activities for FY 2020-21 U.S.
Department of Housing and Urban Development (HUD) Annual
Action Plan

Briefings

All

Contact and/or Presenter Information

Geraldine C. Lopez, Director, Redevelopment and Economic
Opportunity Department, ext. 3937

Jennifer Yost, Community Development Project Manager, ext. 6858

Action Requested

Approve proposed projects and activities for inclusion in the Draft
FY 2020-21 CDBG Annual Action Plan.

Enabling/Regulating Authority

24 CFR Part 91 (Consolidated Plan and Citizen Participation Plan
regulation)

2017-22 Consolidated Plan (Resolution R-17-083)

24 CFR 5.110, HUD may, upon a determination of good cause and
subject to statutory limitations, waive regulatory provisions.

Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the CDBG, HOME, ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) programs.

HUD approved Manatee County's 2017-2022 Consolidated Plan in October of 2017. The five-year Consolidated Plan identified priority needs through an extensive public outreach and engagement effort. Those needs are 1) affordable housing and compliance with fair housing regulations; 2) community development/infrastructure; 3) social/public services; and 4) economic development. The priority needs are to be addressed through the funding of specific projects and activities in each year's Action Plan.

In preparation for the FY 2020/21 CDBG funding cycle, public meetings were held on February 18 and 21, 2020, and a grant application workshop was held on March 6, 2020 with interested organizations. Applications for funding were due on April 10, 2020. Due to COVID-19 and the need to reprioritize department activities, the review of the applications was placed on hold.

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES) was signed into law and appropriated supplemental CDBG and ESG funds, known as CDBG-CV and ESG-CV. On April 2, 2020, HUD announced the allocation of CDBG-CV and the first allocation of ESG-CV to Manatee County. On April 9, 2020, HUD issued a memo outlining the availability to submit the FY 2020/21 Annual Action Plan late. On May 5, 2020, the Board of County Commissioners approved a substantial

amendment that appropriated CDBG-CV and the first allocation of ESG-CV.

In June 2020, staff conducted a completeness review of all grant applications received by the deadline to ensure they met the threshold requirements identified in the application. Unlike in prior years, a review committee of staff rather than community members was comprised due to COVID-19. Staff reviewed each application based upon the priority needs, goals, strategies identified in the five-year Consolidated Plan, CARES Act funding, the projects funded through the May 5, 2020 Substantial Amendment, and the needs and gaps for on-going response to COVID-19. In addition, staff also reviewed the applications for collaboration/partnerships, leveraging of other funds, performance measure and outcomes among other criteria.

Manatee County received notification of its FY 2020/21 CDBG, HOME and ESG funding allocation from HUD. CDBG is \$1,902,977; HOME is \$660,812 and ESG is \$164,657. Additionally, there is an estimated \$60,532.00 in CDBG Carry-Over funding from prior years, \$150,000 in HOME Carry-Over funding from prior years, and \$175,490.40 in CDBG-CV funding to allocate.

- \$1,902,977.00 2020/21 Community Development Block Grant Entitlement (CDBG)
- \$ 60,532.00 CDBG Carry-Over Funding from Prior Years (estimated)
- \$ 175,490.40 CDBG-Cares Act (CDBG-CV)
- \$ 660,812.00 2020/21 Home Investment Partnership (HOME)
- \$ 150,000.00 2019/20 HOME Carry-Over Funding
- \$ 164,657.00 2020/21 Emergency Solutions Grant (ESG)
- \$3,114,468.40 TOTAL

Based upon the recommendation and available funding, 10 CDBG eligible activities are proposed for funding in the FY 2020/21 Annual Action Plan (See attachment).

Upon Board approval of the proposed projects and activities for inclusion into the Action Plan, the draft Plan will be finalized, and the 30-day public comment period commencing on August 28th will be advertised.

The FY 2020/21 Annual Action Plan will be scheduled for a public hearing and approval at the Board's September 29th Board of County Commissioners Meeting. As outlined in the April 9, 2020 HUD memo, the Action Plan is due to HUD no later than August 15, 2021. The FY 2020/21 Annual Action Plan will be submitted to HUD in October 2020.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

None

Amount and Frequency of Recurring Costs

None

Attachment: [2020-21 Recommendations - Updated.pdf](#)

MANATEE COUNTY
STAFF RECOMMENDED 2020/2021 PROJECTS/PROGRAMS
Page 1 of 3 – August 11, 2020

2020/21 CDBG Allocation: \$1,902,977.00

CDBG PF&I/HOUSING APPLICATIONS

Agency Name	Proposed Project	Amount Requested	Amount Recommended
Real Vision Barber Academy, Inc.	School/Training Facility Improvements (R/ECAP)	\$174,105.00	\$224,105.00*
Sunrise Community of Southwest Florida, Inc.	Adult Training Center Improvements	\$251,361.00	\$251,361.00
MCG – Redevelopment and Economic Opportunity	Downpayment Assistance Program	\$300,000.00	\$300,000.00**
MCG – Redevelopment and Economic Opportunity	Homeowner Housing Rehabilitation Project (priority given to R/ECAPs)	\$512,216.00	\$512,216.00**
TOTAL PF&I/Housing	65% Minimum = \$1,236,935.00	\$1,237,682.00	\$1,287,682.00

* Contingency for Construction Costs. Any contingency not used will return to be reallocated.

** SHIP funds were not allocated by the State for FY 2020/21; however, the need is still present.

CDBG PUBLIC SERVICES & ECONOMIC DEVELOPMENT APPLICATIONS

Agency Name	Proposed Project	Amount Requested	Amount Recommended
Meals on Wheels PLUS of Manatee, Inc.	Unfunded Senior Meals (R/ECAP)	\$47,208.00	\$67,200.00*
Community Solutions 360	Financial Coaching	\$22,500.00	\$22,500.00
Community Coalition on Homelessness/Turning Points	Project Smile	\$65,000.00	\$65,000.00
AMFM Enterprise, Inc.	Allean's Loving Care - In Home Care to Elderly	\$80,000.00	\$80,000.00
Gulfcoast Legal Services, Inc.	Housing Preservation	\$84,424.00	\$0.00**
The Salvation Army	Homeless Outreach Teams/Beds	\$164,250.00	\$0.00***
TOTAL PUBLIC SERVICES & ECONOMIC DEVELOPMENT	15% Maximum = \$285,447.00	\$463,382.00	\$234,700.00

* Due to COVID-19, the use of volunteers to assist with meals is not available. The use of staff has resulted in an increase in cost per meal.

** Funded with CDBG-CV in May in response to COVID-19.

***Funded in May in response to COVID-19 and recommending additional funding with CDBG-CV, see next page.

MANATEE COUNTY
STAFF RECOMMENDED 2020/2021 PROJECTS/PROGRAMS
Page 2 of 3 – August 11, 2020

CDBG PUBLIC SERVICES for COVID-19

Agency Name	Proposed Project	Amount Requested	Amount Recommended
Meals on Wheels PLUS of Manatee, Inc.	COVID-19 Food Assistance Services (County-wide)	\$0.00	\$60,532.00
TOTAL PUBLIC SERVICES for COVID-19	No Minimum or Maximum	\$0.00	\$60,532.00

CDBG ADMINISTRATION & PLANNING

Agency Name	Proposed Project	Amount Requested	Amount Recommended
MCG – Redevelopment and Economic Opportunity	Administration & Planning	\$380,595.00	\$380,595.00
TOTAL ADMINISTRATION & PLANNING	20% Maximum = \$380,595.00	\$380,595.00	\$380,595.00

CDBG RECONCILIATION		
PF&I/Housing	65% Minimum = \$1,236,935.00	\$1,287,682.00
Public Services & Economic Development	15% Maximum = \$285,447.00	\$234,700.00
Public Service for COVID-19 Response	Not subject to Public Service Cap	\$60,532.00
Administration & Planning	20% Maximum = \$380,595.00	\$380,595.00
Less Carry-Over Funding from Prior Years		(\$60,532.00)
TOTAL	2020/21 CDBG Allocation: \$1,902,977.00	\$1,902,977.00

CDBG - CV Remaining Allocation: \$175,490.00

CDBG-CV

Agency Name	Proposed Project	Amount Requested	Amount Recommended
Meals on Wheels PLUS of Manatee, Inc.	COVID-19 Food Assistance Services (County-Wide)	\$0.00	\$99,832.00*
Community Solutions 360	COVID-19 Financial Coaching	\$0.00	\$22,500.00
The Salvation Army	COVID-19 Homeless Outreach	\$0.00	\$53,158.00*
TOTAL CDBG-CV	\$175,490.00	\$0.00	\$175,490.00

* Funded in May in response to COVID-19 and recommending additional funding with CDBG-CV.

MANATEE COUNTY
STAFF RECOMMENDED 2020/2021 PROJECTS/PROGRAMS
Page 3 of 3 – August 11, 2020

2020/21 HOME Allocation: \$660,812.00

HOME PROGRAM

Agency Name	Proposed Project	Amount Requested	Amount Recommended
MCG – Redevelopment and Economic Opportunity	Homeowner Housing Rehabilitation Project (priority given to R/ECAPs)	\$645,609.00	\$495,609.00 plus \$150,000.00 of prior year
TOTAL HOUSING		\$645,609.00	\$645,609.00

HOME ADMINISTRATION & PLANNING

Agency Name	Proposed Project	Amount Requested	Amount Recommended
MCG – Redevelopment and Economic Opportunity	Administration & Planning	\$165,203.00	\$165,203.00
TOTAL ADMINISTRATION & PLANNING	25% Maximum = \$165,203.00	\$165,203.00	\$165,203.00

2020/21 ESG Allocation: \$164,657.00

ESG PROGRAM

Agency Name	Proposed Project	Amount Requested	Amount Recommended
Community Coalition on Homelessness/Turning Points	Homeless Prevention & Rapid Rehousing	\$152,308.00	\$152,308.00
TOTAL ESG Program		\$152,308.00	\$152,308.00

ESG ADMINISTRATION & PLANNING

Agency Name	Proposed Project	Amount Requested	Amount Recommended
MCG – Redevelopment and Economic Opportunity	Administration & Planning	\$12,349.00	\$12,349.00
TOTAL ADMINISTRATION & PLANNING	7.5% Maximum = \$12,349.00	\$12,349.00	\$12,349.00



www.mymanatee.org

Bradenton Area Convention Center
One Haben Boulevard, Palmetto - Longboat Key Room
9:00 a.m. - September 29, 2020

September 29, 2020 - Regular Meeting

BOARD OF COUNTY COMMISSIONERS
PORT AUTHORITY

AGENDA
and
NOTICE OF PUBLIC MEETING

This meeting can be viewed live on www.mymanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20.

Written comments can be submitted at www.mymanatee.org/comment by Monday, September 28, at 4:00 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

During the meeting, comments may be delivered in person in the Longboat Key Room at the Bradenton Area Convention Center at One Haben Boulevard, Palmetto. If you choose this option, you must adhere to the CDC's social distancing guidelines and face coverings are required.

Also during the meeting, the public can offer comments by phone by dialing 1-888-788-0099 or 1-312-626-6799. Enter the Meeting ID number: 862 2724 1167 (followed by #).

MEETING CALLED TO ORDER (Betsy Benac, Chairperson)

INVOCATION (The commission does not endorse the religious beliefs of any speaker.)

1. [Invocation led by Father Lenny Anderson, St. George's Episcopal Church](#)

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Items Scheduled for Time Certain

2. [9:00 A.M. - ITEM 42 - Port Authority Meeting](#)

3. [10:00 A.M. - ITEM 46 - Approval and Execution of Partnership Agreement with Mote Marine Laboratory, Inc.](#)

REQUESTS BY COMMISSIONERS (Items to be pulled from Consent Agenda)

A. AWARDS/PRESENTATIONS/PROCLAMATIONS

Proclamations (Motion required to adopt proclamations)

4. [Adoption of Proclamation Designating October 2020 as American Pharmacists Month in Manatee County](#)

Attachment: [American Pharmacists Month Proclamation.pdf](#)

5. [Adoption of Proclamation Designating October 2020 as Manufacturing Awareness Month in Manatee County](#)

Attachment: [Manufacturing Awareness Month Proclamation.pdf](#)

CITIZEN COMMENTS (Consideration for Future Agenda Items - 30-Minute Time Limit)

Each person will be limited to three (3) minutes. If the thirty (30) minute time period has been exhausted, the Board will entertain any remaining comments near the end of the meeting with the same three (3) minute per person time limitation.

6. [Citizen Comments](#)

CITIZEN COMMENTS (Consent Agenda Items Only)

Each person wishing to speak to Consent Agenda items will be limited to three (3) minutes per item; provided, however, that each person will be limited to speaking for a total of ten (10) minutes regardless of the number of items being discussed.

7. [Citizen Comments](#)

B. CONSENT AGENDA

Clerk of Circuit Court

8. [Approval of the Clerk's Consent Agenda dated September 29, 2020](#)

Attachment: [20200929 Clerk's Consent Agenda.pdf](#)

Attachment: [Minutes 8-31-20.pdf](#)

Attachment: [Minutes 9-14-2020.pdf](#)

Attachment: [Refund - Cook.pdf](#)

Attachment: [Refund - RICH ENGERT.pdf](#)

Attachment: [Refund - Jesse Espinosa.pdf](#)

Attachment: [Refund - Lennar.pdf](#)

Attachment: [Refund - TERRACE 3 AT RIVERSTRAND0.pdf](#)

Attachment: [Report - Eagle Pointe.pdf](#)
Attachment: [Report - Greyhawk.pdf](#)
Attachment: [Report - Mosquito Control.pdf](#)
Attachment: [Report - SWFWMD - FY 2021 Scheduled Meetings.pdf](#)
Attachment: [Partial Release.pdf](#)

Convention and Visitors Bureau

9. [Adoption of Resolution R-20-131 Authorizing a Bad Debt Write Off](#)

Attachment: [resolution 20-131.pdf](#)

10. [Approval and Execution of Sponsorship Agreement for World's Strongest Man Event](#) * Nicodemi

Attachment: [Co Atty Memo WSM 2020.pdf](#)
Attachment: [WSM Sponsor Agreement 2020.pdf](#)

11. [Approve, Ratify, and Confirm License Agreement 20-224 with Manatee Educational Television Consortium for Use of the Convention Center Conference Center](#)

Attachment: [Agreement METV #20-224 Signed.pdf](#)

Financial Management

12. [Adoption of FY20 Budget Amendment Resolutions B-20-102 and B-20-105](#)

Attachment: [B-20-102 Resolution.pdf](#)
Attachment: [B-20-105 Resolution.pdf](#)

13. [Authorization to Purchase Four \(4\) 35' Gillig Diesel Buses for MCAT; Adoption of Budget Resolution B-20-090](#)

Attachment: [BA TRANSIT Stand Alone Resolution B-20-090.pdf](#)
Attachment: [Price List.pdf](#)

14. [Execution of Agreement No. 20-R074288TB, Electric Motor and Pump Repair/Recondition and Rewind Services](#)

Attachment: [20-R074288TB - Agreement Electric Motor Pump - CEC Motors.pdf](#)
Attachment: [20-R074288TB Agreement Electric Motor Pump -John Mader.pdf](#)

15. [Execution of Agreement No. 20-R075191JE for Electrical Energy Power Generation and Related Parts, Supplies, and Services](#)

Attachment: [Piggyback Agreement No. 20-R075191JE.pdf](#)

16. [Execution of Amendment No. 1 to Agreement No. 20-R073241JE - Video and Card Access System Upgrade](#)

Attachment: [Amendment No. 1 to Agreement No. 20-R073241JE.pdf](#)

17. [Execution of Amendment No. 4 to Agreement No. 17-1254MS for Professional Advertising & Public Relations Services](#)

Attachment: [21-N004407SB - Aqua Marketing - Amend #4 - T1800012 - Agreement 17-1254MS Prof Advertising & Public Relations Rev.JE.pdf](#)

18. [Execution of Amendment No. 4 to Agreement No. 16-2732JE for Benefit Administration System Services](#)

Attachment: [Amendment No. 4 to Agreement No. 16-2732JE.pdf](#)

19. [Execution of Amendment No. 5 to Prescription Drug Benefit Administration Agreement](#)

Attachment: [Amendment # 5, OptumRx, Prescription Drug Benefit Admin.pdf](#)

20. [Execution of Amendment No. 5 to Agreement No. 16-0793FL, Administrative Services for Ultra Low Flow Toilet Rebate Program](#)

Attachment: [Amendment No. 5 to 16-0793FL Admin Services for Ultra Low Flow Toilet Rebate.pdf](#)

21. [Execution of Amendment No. 6 to Agreement No. 16-1444EC for Professional Website Development, Management, Editorial, and Maintenance Services](#)

Attachment: [Amendment No. 6 to Agreement No. 16-1444EC.pdf](#)

22. [Execution of Amendment No. 8 to Pharmaceutical Consulting Services Agreement](#)

Attachment: [Amendment No. 8 to Pharmaceutical Consulting Services Agreement.pdf](#)

23. [Execution of Change Order No. 2 to Work Assignment No. MC-04 for Agreement No. 12-0588BG for Manatee Agricultural Reuse System \(MARS\) Supply Management Improvements](#)

Attachment: [Change Order No. 2 to WA No. MC-04.pdf](#)
Attachment: [Project Map.pdf](#)

24. [Execution of Interlocal Agreements regarding CARES Act Funding](#) * Clague

Attachment: [County Attorney Response Email - CARES Act Interlocal Agreement.pdf](#)

Attachment: [Town of Longboat Key Interlocal Agreement.pdf](#)

Attachment: [City of Palmetto CARES Act Interlocal Agreement.pdf](#)

Human Resources

25. [Approval of the 2021 Medical, Dental, and Retiree Premium Cost Sharing](#)

Attachment: [Exhibit A- 2021 Med Dental Fees Active-Cobra.pdf](#)

Attachment: [Exhibit B- 2021 Retiree Rates.pdf](#)

Neighborhood Services

26. [Adoption of Resolution R-20-144 Authorizing the State Aid to Public Library Grant Acceptance, 2020-2021; Execution of the Division of Library and Information Services Certifications and Grant Agreement](#)

Attachment: [RESOLUTION R-20-144.pdf](#)

Attachment: [2018-2021 Certification of Hours.pdf](#)

Attachment: [2020-2021 Certification of Credentials Form.pdf](#)

Attachment: [State Aid To Libraries Grant Agreement.pdf](#)

Attachment: [2020-21-state-aid-estimates.pdf](#)

27. [Adoption of Resolution R-20-149 Authorizing the 20/21 Emergency Home Energy Assistance Program CARES Act Agreement; Adoption of Budget Resolution B-20-104](#)

Attachment: [EHEAPCARESACT2021.pdf](#)

Attachment: [RESEHEAPCARESACT2021.pdf](#)

Attachment: [Budget Resolution B-20-104.pdf](#)

28. [Approval and Execution of Letters of Agreement for the Low Income Pool Program & Intergovernmental Transfer](#)

Attachment: [Manatee County Manatee Memorial Hospital LIP LOA 20-21 \(002\).pdf](#)

Attachment: [Manatee County Centerstone of Florida LIP LOA 20-21 updated \(002\).pdf](#)

Attachment: [Manatee County Board of County Commissioners Centerstone GME LOA 20-21 \(004\).pdf](#)

Attachment: [Manatee County Board of County Commissioners MCR Health LIP LOA 20-21.pdf](#)

29. [Approval of 2019-20 Neighborhood Enhancement Grant - Copperstone Master Association, Inc. * Nicodemi](#)

Attachment: [NEG Attorney Memo.pdf](#)

Attachment: [Reimbursement Agreement Neighborhood Enhancement Grant Sample.pdf](#)

Attachment: [R18-156 NEG.pdf](#)

Parks and Natural Resources

30. [Execution of Grant Agreement with Restore America's Estuaries for the Lake Manatee Watershed Improvement Project; Adoption of Budget Resolution B-20-103](#) *
Warren

Attachment: [B-20-103 09.29.20 RAE Lake Manatee Watershed Improvement.pdf](#)
Attachment: [Grant Agreement btw RAE and Manatee Co w Ex A Scope of Work.pdf](#)
Attachment: [Response Memo to CAO Matter No. 2020-0276 dtd 8.06.2020 initalled.pdf](#)

Property Management

31. [Execution of Contract for Sale and Purchase between Arthur Donald Dole and Linda Lee Dole and a Contract for Sale and Purchase for a Temporary Construction Easement for Parcels 146 and 146.03 for property located at 3615 Moccasin Wallow Road](#)

Attachment: [Contract for Sale and Purchase - Dole Parcel 146.pdf](#)
Attachment: [Contract for Sale and Purchase - Dole Parcel 146.03.pdf](#)
Attachment: [Mocassin Wallow Dole Parcels Location Map.pdf](#)

32. [Execution of Contract for Sale and Purchase between Corner Properties of St. Pete, Inc. and Manatee County for Parcel 141/Moccasin Wallow Road - US 41 to Gateway Boulevard - CIP Project No. 6092560](#)

Attachment: [Contract for Sale and Purchase Parcel 141.pdf](#)
Attachment: [Resolution R-20-054.pdf](#)
Attachment: [Resolution R-20-055.pdf](#)
Attachment: [Parcel 141 Acquisition- Location Map.pdf](#)

Public Safety

33. [Adoption of Resolution R-20-145 Authorizing the Public Safety Department to Participate in the Intergovernmental Transfer Program with the State of Florida Agency for Health Care Administration](#) * Nicodemi

Attachment: [CAO Response Memo 9-15-2020.pdf](#)
Attachment: [Resolution R-20-145.pdf](#)

Public Works

34. [Authorization to Classify Equipment as Surplus; Adoption of Resolution R-20-143 Authorizing Donation of Surplus Equipment](#)

Attachment: [Surplus List 9-29-20.pdf](#)
Attachment: [Reconciliation List 9-29-20.pdf](#)
Attachment: [Resolution R-20-143.pdf](#)

35. [Execution of Impact Fee Credit and Reimbursement Agreement for Erie Road & U.S.301 Improvement Project](#) * Clague

Attachment: [Creekside EngineersEstimate 9 8 20.pdf](#)
Attachment: [SR43 60th to Erie PH IIR Engineers Estimate.pdf](#)
Attachment: [CAO Comments- Erie Road US 301 Impact Fee Credit & Reimbursement Agreement; CAO Matter No. 2020-0445.pdf](#)
Attachment: [Erie Rd Impact Fee Credit and Reimbursment Agreement \(CAO Changes\) rev TM 09.22.20.pdf](#)
Attachment: [Erie Rd Impact Fee Credit and Reimbursement Agreement Clean 09.22.20 X-BC.pdf](#)

Redevelopment and Economic Opportunity

36. [Adoption of Resolution R-20-147 for Conveyance of County-Owned Property for Affordable Housing Development - 1925 34th Avenue East, Bradenton; Execution of Land Use Restriction Agreement and Conveyance Deed](#)

Attachment: [Community Solutions 360 - Resolution R20-147 - Sept 2020.pdf](#)
Attachment: [1925 34th Avenue East Location Map.pdf](#)
Attachment: [Community Solutions 360 -1925 34th Ave E Conveyance Deed.pdf](#)
Attachment: [1925 34th Avenue East GIS Map.pdf](#)
Attachment: [1925 34th Avenue East Property Appraiser.pdf](#)
Attachment: [1925 34th Ave E LURA.pdf](#)

37. [Adoption of Resolution R-20-148 for Conveyance of County-Owned Property for Affordable Housing - 1961 34th Avenue East, Bradenton; Execution of Land Use Restriction Agreement and Conveyance Deed](#)

Attachment: [Community Solutions 360 - Resolution R-20-148 - Sept 2030.pdf](#)
Attachment: [1961 34th Ave East Location Map.pdf](#)
Attachment: [Community Solutions 360 -1961 34th Ave E Conveyance Deed.pdf](#)
Attachment: [1961 34th Ave E GIS Map.pdf](#)
Attachment: [1961 34th Avenue East Property Appraiser.pdf](#)
Attachment: [1961 34th Ave E LURA.pdf](#)

38. [Approval of Revision to Program Guidelines for Manatee CARES: Housing Assistance Program Round 2](#)

Attachment: [Manatee Cares HAP Round 2 Revised Program Guidelines 9-29-20 FINAL.pdf](#)

39. [Endorsement of Insurance Check payable to Kianté Jackson, Manatee County Government, and Pennymac Loan Services, LLC.](#)

Attachment: [Kiante Jackson insurance claim.pdf](#)
Attachment: [Kiante Jackson insurance check.pdf](#)

APPROVAL OF CONSENT AGENDA

40. [Motion to Approve Consent Agenda](#)

C. ADVISORY BOARD APPOINTMENTS

Neighborhood Services

41. [Appointments to the Public Safety Coordinating Council](#) * Palmer

Attachment: [2020-2024 PSCC MEMBERSHIP.pdf](#)
Attachment: [PSCC Resolution R12-212.pdf](#)
Attachment: [PSCC Appointment Judges 2020.pdf](#)

PORT AUTHORITY (Priscilla Trace, Chair - 9:00 A.M. TIME CERTAIN))

The consent and regular agenda items for any Port Authority meeting are set forth in the Port Authority meeting agenda materials as supplied by Port Manatee staff prior to and at the commencement of the meeting of the Port Authority.

42. [Port Authority Meeting](#)

Attachment: [Port Authority Agenda and Supporting Materials.pdf](#)

D. ADVERTISED PUBLIC HEARINGS (Presentations Upon Request)

Public Works

43. [Approval and Execution of LDA-13-02\(R3\) - Amended and Restated Local Development Agreement for the Villages of Amazon South PLN1810-0100 - Quasi-Judicial](#) * Clague

Attachment: [Staff Report Maps.pdf](#)
Attachment: [Amazon Amended and Restated LDA - Final \(082720\).pdf](#)
Attachment: [Affidavit of Publishing Bradenton Herald Line 9-03- and 05-2020 BCC.pdf](#)

44. [Approval and Execution of LDA-18-02 - Local Development Agreement for Haval Farms - PLN1810-0101 - Quasi Judicial](#) * Clague

Attachment: [Staff Report Maps.pdf](#)
Attachment: [Haval Farms LDA - Final Redline.pdf](#)
Attachment: [Haval Farms LDA - Final 20200925.pdf](#)
Attachment: [Affidavit of Publishing Bradenton Herald Line 9-03- and 05-2020 BCC.pdf](#)

E. ADVERTISED PUBLIC HEARINGS (Presentation Scheduled)

Redevelopment and Economic Opportunity

45. [Adoption of Resolution R-20-121 Approving FY 2020-21 Housing and Urban Development \(HUD\) Annual Action Plan and FY 2019-20 HUD Annual Action Plan Substantial Amendment; Execution of Required Documents; Adoption of Budget Resolution B-20-101](#)

Attachment: [Non-State-Cerifications.pdf](#)
Attachment: [SF424D.pdf](#)
Attachment: [BH Ad.pdf](#)
Attachment: [Resolution R-20-121 FY 2020-21 HUD Annual Action Plan.pdf](#)
Attachment: [2020-21 HUD Annual Action Plan-DRAFT.pdf](#)
Attachment: [FY 2020-21 HUD Annual Action Plan Presentation.pdf](#)
Attachment: [SF424_CDBG.pdf](#)
Attachment: [SF424_ESG.pdf](#)
Attachment: [SF424_HOME.pdf](#)
Attachment: [Budget Resolution B-20-101.pdf](#)

F. REGULAR

Administrator (10:00 A.M. TIME CERTAIN - ITEM 46 ONLY)

46. [Approval and Execution of Partnership Agreement with Mote Marine Laboratory, Inc.](#)

Attachment: [Mote Marine Partnership Agreement.pdf](#)

47. [Manatee CARES - Funding Update; Approval of Timeline and Spending Plan for Additional Funds](#)

48. [Discussion of On-going Issues Relative to the Coronavirus \(COVID-19\) Pandemic; Adoption of Resolution R-20-154, amending Resolution R-20-116 to Limit its Duration; Extension of the Local State of Emergency; Extension of the Duration of Resolution R-20-116](#) * Clague

Attachment: [R-20-041 - Declaration of Emergency \(March 16\).pdf](#)
Attachment: [R-20-045 - Declaration of Emergency \(March 24\).pdf](#)
Attachment: [Governor's Executive Order 20-91.pdf](#)
Attachment: [Governor's Executive Order 20-92.pdf](#)
Attachment: [R-20-053 - Reaffirming Emergency - Establishing Curfew \(April 3\).pdf](#)
Attachment: [R-20-056 - Reaffirming Emergency - Extending Curfew \(April 10\).pdf](#)
Attachment: [County Administrator's April 28 Report on Reopening Strategies.pdf](#)
Attachment: [Governor's Executive Order 20-112.pdf](#)
Attachment: [Task Force Report - Safe-Smart-Step by Step Plan for Florida's Recovery.pdf](#)

Attachment: [Governor's Executive Order 20-114.pdf](#)
Attachment: [Governor's Executive Order 20-123.pdf](#)
Attachment: [Plan for Florida's Recovery - Full Phase 1 Outline.pdf](#)
Attachment: [Governor's Executive Order 20-139.pdf](#)
Attachment: [FAQs for Florida's Phase 2 Plan.pdf](#)
Attachment: [Governor's Executive Order 20-166.pdf](#)
Attachment: [R-20-116 - Face Coverings.pdf](#)
Attachment: [R-20-139 - Face Coverings.pdf](#)
Attachment: [Governor's Executive Order 20-213.pdf](#)
Attachment: [Resolution R-20-154.pdf](#)

Attorney

49. [Resolution regarding the naming of public facilities](#) * Palmer

Attachment: [Resolution re naming of public facilities.pdf](#)

Neighborhood Services

50. [Approval of the Indigent Health Care Recommendations](#)

Attachment: [HCS BOCC Update 08 2020 Final.pdf](#)

Attachment: [HCS BOCC Recommendations 09 2020.pdf](#)

Public Works

51. [Adoption of Resolution R-20-129 Supporting the Designation of the State Road 64 and Pope Road/Greyhawk Boulevard Roundabout as the Chase Coyner and Matthew Powers Memorial Roundabout](#) * Morris

Attachment: [Res R-20-129 for Memorial Highway Designation.pdf](#)

Attachment: [CAO Coyner Powers Memorial Response.pdf](#)

G. REPORTS

Administrator

52. [Dashboard Report - Provided for Informational Purposes](#)

Attachment: [MSO Monthly Jail Report - August 2020.pdf](#)

Building and Development Services

53. [Report to the Board on the Planning Commission Advisory Board](#)

Attachment: [Planning Commission Advisory Board Staff Presentation .pdf](#)

COMMISSIONER AGENDA

CITIZEN COMMENTS (Continuation of Consideration for Future Agenda Items, if Needed)

COMMISSIONER COMMENTS

ADJOURN

The Board of County Commissioners of Manatee County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions including one's access to, participation in, employment with, or treatment in its programs or activities. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act (ADA), should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org.

The Board of County Commissioners of Manatee County and the Manatee County Port Authority may elect not to convene, if no business is scheduled; however, each reserves the right to take action on any matter during its meeting, including items not set forth within this agenda. The Chair of each governing body at his/her option may take business out of order if he/she determines that such a change in the schedule will expedite the business of the governing body.

All public comment on quasi-judicial agenda items is required to be under oath and must occur at a duly noticed public hearing. The Citizens' Comments portion of the agenda is not an advertised public hearing, and no comments on quasi-judicial agenda items are authorized during the Citizens' Comments portion of the agenda.

PUBLIC NOTICE: According to Florida Statutes, Section 286.0105, any person desiring to appeal any decision made by the Board of County Commissioners (or the other entities that are meeting) with respect to any matter considered at said public hearing/meeting will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

APPROVED in Open Session

9/29/2020

Manatee County Board of County
Commissioners

Bradenton Area Convention Center
One Haben Boulevard, Palmetto - Longboat Key Room
9:00 a.m. - September 29, 2020

September 29, 2020 - Regular Meeting
Agenda Item #45

Subject

Adoption of Resolution R-20-121 Approving FY 2020-21 Housing and Urban Development (HUD) Annual Action Plan and FY 2019-20 HUD Annual Action Plan Substantial Amendment; Execution of Required Documents; Adoption of Budget Resolution B-20-101

Briefings

None

Contact and/or Presenter Information

Geraldine C. Lopez, Director, Redevelopment and Economic Opportunity Department, ext. 3937

Jennifer Yost, Community Development Project Manager, ext. 6858

Action Requested

Hold Public Hearing to receive citizen comments on the proposed FY 2020-21 HUD Annual Action Plan and the substantial amendment to the FY 2019-20 HUD Annual Action Plan.

Adopt Resolution R-20-121 approving and authorizing submission to HUD of the FY 2020-21 HUD Annual Action Plan and amending the FY 2019-20 HUD Annual Action Plan and deappropriate and appropriate grant funds to align and realign revenues and expenditures for activities within said plans.

Authorize the Chairman to sign all required HUD documents necessary to implement the program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans, including the Non-State Certifications and federal assistance applications (SF424 forms).

Authorize the Chairman to execute the HUD Grant Agreements upon receipt from HUD.

Adopt Budget Resolution B-20-101 amending the annual budget for Manatee County, FL, for fiscal year 2020.

Enabling/Regulating Authority

24 CFR Part 91 (Consolidated Plan and Citizen Participation Plan regulation)

2017-22 Consolidated Plan (Resolution R-17-083)

24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the CDBG, HOME, ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) programs.

HUD approved Manatee County's 2017-2022 Consolidated Plan in October of 2017. The five-year

Consolidated Plan identified priority needs through an extensive public outreach and engagement effort. Those needs are 1) affordable housing and compliance with fair housing regulations; 2) community development/infrastructure; 3) social/public services; 4) economic development and 5) emergency/disaster response. The priority needs are to be addressed through the funding of specific projects and activities in each year's Action Plan.

In preparation for the FY 2020-21 HUD Annual Action Plan funding cycle, public meetings were held on February 18 and 21, 2020, and a grant application workshop was held on March 6, 2020 with interested organizations. Applications for funding were due on April 10, 2020. Due to COVID-19 and the need to reprioritize department activities, the review of the applications was placed on hold.

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES) was signed into law and appropriated supplemental CDBG and ESG funds, known as CDBG-CV and ESG-CV. On April 2, 2020, HUD announced the allocation of CDBG-CV and the first allocation of ESG-CV to Manatee County. On April 9, 2020, HUD issued a memo outlining the availability to submit the FY 2020-21 HUD Annual Action Plan late. On May 5, 2020, the Board of County Commissioners approved a substantial amendment that appropriated CDBG-CV and the first allocation of ESG-CV.

In June 2020, staff conducted a completeness review of all grant applications received by the deadline to ensure they met the threshold requirements identified in the application. Unlike in prior years, a review committee of staff rather than community members was comprised due to COVID-19. Staff reviewed each application based upon the priority needs, goals, strategies identified in the five-year Consolidated Plan, CARES Act funding, the projects funded through the May 5, 2020 Substantial Amendment, and the needs and gaps for on-going response to COVID-19. In addition, staff also reviewed the applications for collaboration/partnerships, leveraging of other funds, performance measure and outcomes among other criteria.

Manatee County received notification of its FY 2020-21 CDBG, HOME and ESG funding allocation from HUD on February 18, 2020.

• \$1,902,977.00	2020-21 Community Development Block Grant Entitlement (CDBG)
• \$ 60,532.00	CDBG Carry-Over Funding from Prior Years (estimated)
• \$ 175,490.40	CDBG-Cares Act (CDBG-CV)
• \$ 660,812.00	2020-21 Home Investment Partnership (HOME)
• \$ 150,000.00	2019-20 HOME Carry-Over Funding
• \$ 164,657.00	<u>2020-21 Emergency Solutions Grant (ESG)</u>
• \$3,114,468.40	TOTAL

Briefings were held with the Board on August 7, 2020 and August 10, 2020, to discuss recommended projects. The Board approved the recommended projects for advertisement to the public at the August 11, 2020 Board of County Commissioners meeting.

Based upon the recommendation and available funding, 10 CDBG eligible activities are proposed for funding in the FY 2020-21 HUD Annual Action Plan (See Summary of Annual Action Plan within the Resolution).

Resolution R-20-121 provides for approval and execution of the HUD Grant funds, the Applications for Federal Assistance (SF424s), Certifications required for the submission of the FY 2020-21 HUD Annual Action Plan and Substantial Amendment to the FY 2019-20 HUD Annual Action Plan. Additionally, staff is seeking authorization for the Chairman to execute the HUD Grant Agreements upon receipt from HUD.

Bradenton Area Convention Center
One Haben Boulevard, Palmetto - Longboat Key Room
9:00 a.m. - September 29, 2020

Resolution B-20-101 provides for the amendment to the annual budget for the FY 2019-20 CDBG Carry-Over Funding from prior years, and CDBG-CV.

A budget amendment to increase revenues and expenditures will be on a future Board Agenda, after HUD has accepted the FY 2020-21 HUD Annual Action Plan and receipt of the HUD Grant Agreements.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Emailed and interoffice all the documents to jennifer yost 9/30/2020

Instructions to Board Records

Please email to and return two certified copies of Resolution R-20-121, and one original and two certified copies of the Applications for Federal Assistance (CDBG SF424, HOME SF424 and ESG SF424) and Non-State Certification to Jennifer Yost, jennifer.yost@mymanatee.org, ext. 6858.

Cost and Funds Source Account Number and Name

\$99,832 CDBG-CV 1729012301

\$22,500 CDBG-CV 1729012313

\$53,158 CDBG-CV 1729012314

\$14,161 CDBG 17/18 1729012315

\$46,371 CDBG 18/19 1729012316

Amount and Frequency of Recurring Costs

N/A

Attachment: [Non-State-Cerifications.pdf](#)

Attachment: [SF424D.pdf](#)

Attachment: [BH Ad.pdf](#)

Attachment: [Resolution R-20-121 FY 2020-21 HUD Annual Action Plan.pdf](#)

Attachment: [2020-21 HUD Annual Action Plan-DRAFT.pdf](#)

Attachment: [FY 2020-21 HUD Annual Action Plan Presentation.pdf](#)

Attachment: [SF424 CDBG.pdf](#)

Attachment: [SF424 ESG.pdf](#)

Attachment: [SF424 HOME.pdf](#)

Attachment: [Budget Resolution B-20-101.pdf](#)

RESOLUTION R-20-121

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, TO AMEND THE FY 2019-20 AND ADOPT THE FY 2020-21 HOUSING AND URBAN DEVELOPMENT (HUD) ANNUAL ACTION PLANS

WHEREAS, Manatee County is an entitlement community and eligible to receive federal funds through the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) Programs from the U.S. Department of Housing & Urban Development (HUD); and

WHEREAS, Manatee County received supplemental allocation of CDBG funds as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136, known as CDBG-CV; and

WHEREAS, these special CDBG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19); and

WHEREAS, on July 23, 2019, the Board approved Resolution R-19-096, adopting the FY 2019-20 HUD Annual Action Plan; and

WHEREAS, on May 5, 2020, the Board approved Resolution R-20-063, amended the FY 2019-20 HUD Annual Action Plans; and

WHEREAS, Resolution R-19-096 and R-20-063 approved specific CDBG, HOME, ESG, CDBG-CV and ESG-CV activities; and

WHEREAS, a substantial amendment is required to reallocate a portion of HOME, CDBG and CDBG-CV funding from the FY 2019-20 HUD Annual Action Plans; and

WHEREAS, the Manatee County Board of County Commissioners approved the Citizen Participation Plan on May 5, 2020 and the planning process has been consistent with the Plan, and

WHEREAS, two public community meetings were held on February 18, 2020 and February 21, 2020 to receive citizen input on housing and community development needs; and

WHEREAS, a Spanish translator was available for all public community meetings; and

WHEREAS, the required 30-day public comment period on the draft FY 2020-21 HUD Annual Action Plan was held between August 28, 2020 and September 29, 2020; and

WHEREAS, the FY 2020-21 HUD Annual Action Plan was developed with public input from all concerned citizens and organizations on housing and community development needs, which were considered by staff where appropriate; and

WHEREAS, the process for adopting and amending Annual Action Plans is outlined in Manatee County's Citizen Participation Plan, regulatory waivers authorized by the US Department of Housing and Urban Development (HUD), and HUD regulations, and each of those steps have been followed in this process; and

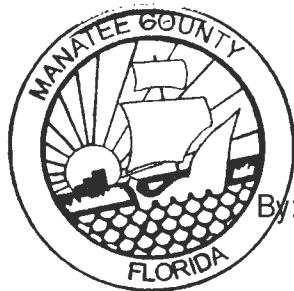
WHEREAS, the activities are designed to provide decent housing, a suitable living environment, affirmatively furthering fair housing, and expand economic opportunities, which are consistent with the goals of the Manatee County Comprehensive Plan and the 2017-2022 Consolidated Plan; and

WHEREAS, the approval of the FY 2020-21 HUD Annual Action Plan is required to receive funds under HUD's program.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that:

1. Resolution R-20-121 is hereby adopted to provide for the approval of the FY 2020-21 HUD Annual Action Plan and the Substantial Amendment of the FY 2019-20 HUD Annual Action Plan as attached hereto.
2. The County Administrator, or designee, is hereby authorized to approve and execute subrecipient funding agreements, amendments, and associated standard Land Use and Deed Restriction Agreements, and, authorize payments up to the maximum allowable funding for Federal CDBG, HOME, ESG, CDBG-CV, and ESG-CV program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans.
3. The Chairman is hereby authorized to sign any documents from the US Department of Housing and Urban Development necessary to implement the Federal CDBG, HOME, ESG, CDBG-CV, and ESG-CV program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans, including the Non-State Certifications and federal assistance applications (SF424 forms).
4. The Chairman is hereby authorized to sign and execute upon receipt the HUD Grant Agreements for Federal CDBG, HOME, ESG, CDBG-CV, and ESG-CV program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans.
5. Submission of this resolution along with the FY 2020-21 HUD Annual Action Plan and the Substantial Amendment of the FY 2019-20 HUD Annual Action Plan to the U.S. Department of Housing and Urban Development is hereby authorized.

ADOPTED, with a quorum present and voting this 29th day of September 2020.



BY: BOARD OF COUNTY
COMMISSIONERS MANATEE
COUNTY, FLORIDA

Betsy Benac, Chairperson

ATTEST: Angelina "Angel" Colonnese
Manatee County Clerk of the Circuit Court and Comptroller

By:

Deputy Clerk

Exhibit A
Summary of Annual Action Plan

The Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the priorities and specific objectives to be addressed in this program year; a summary of the eligible programs or projects that Manatee County will undertake to address the needs; a description of the geographic areas of the County in which assistance will be directed; a description of the projects to address the needs of the homeless, near-homeless and special needs populations; the plans to reduce the number of poverty level families; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the County will monitor its housing and community development projects.

Summary of Substantial Amendment to the FY 2019-20 Annual Action Plan

The FY 2019-20 HUD Annual Action Plan substantial amendment allocates supplemental allocation of CDBG funds, known as CDBG-CV, as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 to activities that prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). Decreased CDBG-CV funding for the COVID-19 Hygiene Stations activity and transfers the \$29,124.00 funding and adds \$24,034 of unallocated CDBG-CV funding to the FY 2019-20 HUD Annual Action Plan COVID-19 Homeless Outreach activity (total of \$53,158), \$99,832 of unallocated CDBG-CV funding for COVID-19 Temporary Food Assistance and \$22,500 of unallocated CDBG-CV funding for COVID-19 Financial Coaching; cancels FY 2019/20 HOME funding for the 2019-20 CHDO Set Aside activity and transfers the \$150,000 funding to the 2020-21 Action Plan Homeowner Rehabilitation Program.

Statement of Proposed Budget and Use of Estimated Funds

Sources of Funds

2020/21 Community Development Block Grant Entitlement (CDBG)	\$1,902,977.00
CDBG Carry-Over Funding from Prior Years	\$ 60,532.00
2019/20 CDBG-Cares Act (CDBG-CV)	\$ 175,490.40
2019/20 Home Investment Partnership (HOME)	\$ 150,000.00
2020/21 Home Investment Partnership (HOME)	\$ 660,812.00
2020/21 Emergency Solutions Grant (ESG)	\$ 164,657.00
TOTAL	\$3,114,468.40

Community Development Block Grant - CV

1. The Salvation Army/COVID-19 Homeless Outreach - \$53,158.00
Program will provide outreach to actively engage unsheltered people in encampments and ensure basic needs and connect them with traditional and COVID-19 related services and resources.
2. Community Solutions 360/COVID-19 Financial Coaching - \$22,500.00
One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County impacted by COVID-19.
3. Meals on Wheel PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$99,832.00
Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.

Community Development Block Grant

1. Community Solutions 360/Financial Coaching - \$22,500.00
One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County.
2. Meals on Wheels PLUS of Manatee, Inc./Unfunded Senior Meals Program – \$67,200.00
Hot meals delivered to the homes of the elderly.
3. Meals on Wheel PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$60,532.00
Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.
4. Community Coalition on Homelessness/Turning Points Project Smile Program - \$65,000.00
Program will pay for dentures, prosthetics and supplies to make such devices for homeless clients.
5. AMFM Enterprise, Inc./Allean's Loving Care - \$80,000.00
Program will provide in-home companion and homemaker services for the elderly.
6. Sunrise Community of Southwest Florida, Inc./Adult Training Center Improvements - \$251,361.00
Funding will be provided to reconfigure space for the construction of offices to dedicate an area for healthcare services and for the installation of new windows to promote natural light, located at 2203 30th Avenue West, Bradenton, Florida.
7. Real Vision Barber Academy, Inc./Training Facility Improvements - \$224,105.00
Funding will be provided for rehabilitate the facility including making improvements to the roof, electrical, plumbing, entrance, HVAC, flooring and parking lot, located at 917 26th Ave E., Bradenton, Florida.
8. Manatee County REO Department/Downpayment Assistance Program - \$300,000.00.
Down payment and closing cost assistance toward the purchase of an existing or newly constructed residential unit by income-qualified residents of unincorporated Manatee County.
9. Manatee County REO Department/Homeowner Rehabilitation Program - \$512,216.00.
Homeowner occupied single-family repair, rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.
10. Manatee County REO Department/Administration and Planning – \$380,595.00
Personnel and related costs for the general oversight and administration of the CDBG program.

HOME Investment Partnership

1. Manatee County REO Department/Homeowner Rehabilitation Program – \$645,609.00 (\$150,000 FY 2019/20 and \$495,609 FY 2020/21).
Homeowner occupied single-family rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.
2. Manatee County REO Department/Administration and Planning - \$165,203.00
Personnel and related costs for the general oversight and administration of the HOME program.

Emergency Solutions Grant

1. Turning Points/Homelessness Prevention – \$152,308.00
Housing relocation and stabilization services & short-term and medium-term rental assistance.
2. Manatee County REO Department/ESG Program Administration - \$12,349.00
Personnel and related costs for the general oversight and administration of the ESG program.

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

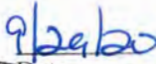
Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official



Title




Date

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 
Deputy Clerk

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.


Excessive Force -- It has adopted and is enforcing:

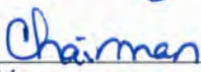
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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

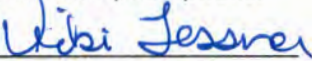

Signature of Authorized Official


Title



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

OPTIONAL Community Development Block Grant Certification

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 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 particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

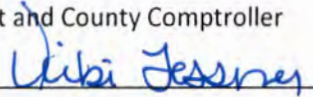

Signature of Authorized Official


Date


Title

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk




Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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 of Authorized Official


Chairman
Title



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

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

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

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

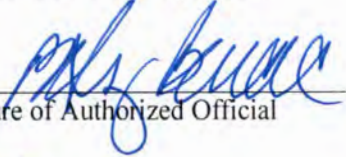
Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

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

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

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

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


Signature of Authorized Official


9/10/2020
Date

Chairman
Title



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.

Manatee County
Draft 2020/2021 Community Development Block Grant (CDBG) Annual Action Plan
Notice of Plan Availability
Substantial Amendment to the 2019/2020 CDBG Annual Action Plan
Notice of Public Hearing
Summary of Plan
Statement of Proposed Budget and Use of Funds

Under Title I of the Housing and Community Development Act of 1974, as amended and the Cranston-Gonzalez National Affordable Housing Act of 1990, Manatee County is required to prepare a plan that describes how the County will allocate Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) funds to meet the needs of low-income and moderate-income persons in Manatee County.

The Five-Year Consolidated Plan covers the period from October 1, 2017 – September 30, 2022, and is a strategic plan that identifies priority needs of the Community and governs the use of federal housing and community development funds received through HUD.

The Action Plan is completed annually to describe the activities that will be undertaken to address the priority needs identified in the Five-Year Consolidated Plan. It also serves as an application for CDBG, HOME, and ESG funds. This Action Plan describes the activities that will take place during the 2020/2021 Program Year (October 1 – September 30).

Notice of Plan Availability

Manatee County has prepared a draft 2020/2021 Annual Action Plan. The Plan will be made available to the public on August 28, 2020. This notice is being published to make citizens aware that a formal 30 calendar day comment period commences on August 28, 2020 and will conclude on September 28, 2020. During this period, copies of the Plans may be reviewed, by appointment only, at the Manatee County Redevelopment and Economic Opportunity Department, 1112 Manatee Avenue West, 3rd Floor Reception Area, Bradenton, FL and the Manatee County website at www.mymanatee.org.

Written comments on Manatee County's draft 2020/2021 Action Plan and Substantial Amendment to the 2019/2020 Action Plan will be accepted through August 28, 2020. Please address your comments to:

Jennifer Yost, Community Development Project Manager
Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West
Bradenton, FL 34205
(941) 748-4501, ext. 6858
jennifer.yost@mymanatee.org

Notice of Public Hearing

There will be a public hearing with the Manatee County Board of County Commissioners regarding the draft 2020/2021 Annual Action Plan, Substantial Amendment to the 2019/2020 Annual Action Plan, Proposed Use of Funds, and Proposed Budget. Provisions have been made for any member of the public desiring to offer comments in person to have access to the meeting in the Longboat Key Room on:

September 29, 2020
9:00 AM or as soon thereafter as can be heard
Temporary Location: Bradenton Area Convention Center
One Haben Boulevard
Palmetto, FL 34221

This meeting will be conducted via Zoom Communications Media Technology as allowed under Executive Order 20-69 issued by the Office of Governor Ron DeSantis on March 20, 2020. The meeting can be viewed live on www.mymanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20. You may deliver your comments by phone by calling

in during the meeting. Dial 1-888-788-0099 (Toll Free) or 1-877-853-5247 (Toll Free) and enter the Meeting ID Number (followed by #).

Written public comments can be submitted at www.mymanatee.org/comment by Monday, August 28th, at 4:00 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

The Board of County Commissioners of Manatee County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to and participation in programs, activities, meetings and public hearings. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org; TDD ONLY (941) 742-5802 and wait 60 seconds; FAX (941) 745-3790.

According to Florida Statutes Section 286.0105, a person deciding to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the above-referenced meeting or hearing, will need a record of the proceedings, and, for such purposes, it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Summary of Action Plan

The Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the priorities and specific objectives to be addressed in this program year; a summary of the eligible programs or projects that Manatee County will undertake to address the needs; a description of the geographic areas of the County in which assistance will be directed; a description of the projects to address the needs of the homeless, near-homeless and special needs populations; the plans to reduce the number of poverty level families; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the County will monitor its housing and community development projects.

Summary of Substantial Amendment to the 2019/2020 Annual Action Plan

The 2019/2020 Action Plan substantial amendment allocates supplemental allocation of CDBG funds, known as CDBG-CV, as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 to activities that prevent, prepare for, and respond to the coronavirus pandemic (COVID-19). Decreased CDBG-CV funding for the COVID-19 Hygiene Stations activity and transfers the \$29,124.00 funding and adds \$24,034 of unallocated CDBG-CV funding to the 2019/20 Action Plan COVID-19 Homeless Outreach activity (total of \$53,158), \$99,832 of unallocated CDBG-CV funding for COVID-19 Temporary Food Assistance and \$22,500 of unallocated CDBG-CV funding for COVID-19 Financial Coaching; cancels FY 2019/20 HOME funding for the 2019/20 CHDO Set Aside activity and transfers the \$150,000 funding to the 2020/21 Action Plan Homeowner Rehabilitation Program.

Statement of Proposed Budget and Use of Estimated Funds

Sources of Funds

2020/21 Community Development Block Grant Entitlement (CDBG)	\$1,902,977.00
CDBG Carry-Over Funding from Prior Years (estimated)	\$ 60,532.00
2019/20 CDBG-Cares Act (CDBG-CV)	\$ 175,490.40
2019/20 Home Investment Partnership (HOME)	\$ 150,000.00
2020/21 Home Investment Partnership (HOME)	\$ 660,812.00
2020/21 Emergency Solutions Grant (ESG)	\$ 164,657.00
TOTAL	\$3,114,468.40

Use of Funds

Community Development Block Grant

1. Community Solutions 360/Financial Coaching - \$22,500.00
One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County.
2. Meals on Wheels PLUS of Manatee, Inc./Unfunded Senior Meals Program – \$67,200.00
Hot meals delivered to the homes of the elderly.
3. Meals on Wheel PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$60,532.00
Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.
4. Community Coalition on Homelessness/Turning Points Project Smile Program - \$65,000.00
Program will pay for dentures, prosthetics and supplies to make such devices for homeless clients.
5. AMFM Enterprise, Inc./Allean's Loving Care - \$80,000.00
Program will provide in-home companion and homemaker services for the elderly.
6. Sunrise Community of Southwest Florida, Inc./Adult Training Center Improvements - \$251,361.00
Funding will be provided to reconfigure space for the construction of offices to dedicate an area for healthcare services and for the installation of new windows to promote natural light, located at 2203 30th Avenue West, Bradenton, Florida.
7. Real Vision Barber Academy, Inc./Training Facility Improvements - \$224,105.00
Funding will be provided for rehabilitate the facility including making improvements to the roof, electrical, plumbing, entrance, HVAC, flooring and parking lot, located at 917 26th Ave E., Bradenton, Florida.
8. Manatee County Redevelopment & Economic Opportunity Department/Downpayment Assistance Program - \$300,000.00. Down payment and closing cost assistance toward the purchase of an existing or newly constructed residential unit by income-qualified residents of unincorporated Manatee County.
9. Manatee County Redevelopment & Economic Opportunity Department/Homeowner Rehabilitation Program - \$512,216.00. Homeowner occupied single-family repair, rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.
10. Manatee County Redevelopment and Economic Opportunity/Administration and Planning – \$380,595.00
Personnel and related costs for the general oversight and administration of the CDBG program.

Community Development Block Grant – CV

1. The Salvation Army/COVID-19 Homeless Outreach - \$53,158.00
Program will provide outreach to actively engage unsheltered people in encampments and ensure basic needs and connect them with traditional and COVID-19 related services and resources.
2. Community Solutions 360/COVID-19 Financial Coaching - \$22,500.00
One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County impacted by COVID-19.
3. Meals on Wheel PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$99,832.00
Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.

HOME Investment Partnership

1. Manatee County Redevelopment and Economic Opportunity/Homeowner Rehabilitation Program – \$645,609.00 (\$150,000 FY 2019/20 and \$495,609 FY 2020/21). Homeowner occupied single-family rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.

2. Manatee County Redevelopment and Economic Opportunity/Administration and Planning - \$165,203.00
Personnel and related costs for the general oversight and administration of the HOME program.

Emergency Solutions Grant

1. Turning Points/Homelessness Prevention – \$152,308.00
Housing relocation and stabilization services & short-term and medium-term rental assistance.
2. Manatee County Redevelopment and Economic Opportunity/ESG Program Administration - \$12,349.00
Personnel and related costs for the general oversight and administration of the ESG program.

BRADENTON HERALD

Bradenton.com

AFFIDAVIT OF PUBLICATION

Account #	Ad Number	Identification	PO	Amount	Cols	Depth
663162	0004738898		Spanish	\$730.24	2	14.00 In

Attention:

MANATEE COUNTY GOVERNMENT/REDEVELOPMENT AND
ECONOMIC OPPORTUNITY DEPARTMENT
1112 MANATEE AVE W SUITE 300
BRADENTON, FL 34205

THE STATE OF TEXAS**COUNTY OF DALLAS**

Before the undersigned authority personally appeared VICTORIA RODELA, who, on oath, says that she is a Legal Advertising Representative of The Bradenton Herald, a daily newspaper published at Bradenton in Manatee County, Florida; that the attached copy of the advertisement, being a Legal Advertisement in the matter of **Public Notice**, was published in said newspaper in the issue(s) of:

1 Insertion(s)

Published On:

August 28, 2020

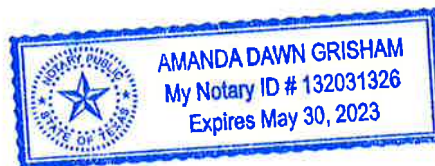
THE STATE OF FLORIDA**COUNTY OF MANATEE**

Affidavit further says that the said publication is a newspaper published at Bradenton, in said Manatee County, Florida, and that the said newspaper has heretofore been continuously published in said Manatee County, Florida, each day and has been entered as second-class mail matter at the post office in Bradenton, in said Manatee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that 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.

V Rodela

(Signature of Affiant)

Sown to and subscribed before me this
15th day of September in the year of 2020



SEAL & Notary Public

Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!

**Manatee County
Draft 2020/2021 Community Development Block Grant (CDBG) Annual Action Plan
Notice of Plan Availability
Substantial Amendment to the 2019/2020 CDBG Annual Action Plan
Notice of Public Hearing
Summary of Plan
Statement of Proposed Budget and Use of Funds**

Under Title I of the Housing and Community Development Act of 1984, as amended and the Cranston-Gonzalez National Affordable Housing Act of 1988, Manatee County is required to prepare a plan that describes how the County will allocate Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) funds to meet the needs of low-income and moderate-income persons in Manatee County.

The Five Year Consolidated Plan covers the period from October 1, 2017 - September 30, 2022, and is a strategic plan that identifies priority needs of the Community and governs the use of federal housing and community development funds received through HUD.

The Action Plan is completed annually to describe the activities that will be undertaken to address the priority needs identified in the Five Year Consolidated Plan. It also serves as an application for CDBG, HOME, and ESG funds. This Action Plan describes the activities that will take place during the 2020/2021 Program Year (October 1 - September 30).

Notice of Plan Availability

Manatee County has prepared a draft 2020/2021 Annual Action Plan. The Plan will be made available to the public on August 26, 2020. This notice is being published to make citizens aware that a formal 30-calendar day comment period commences on August 26, 2020 and will conclude on September 25, 2020. During this period, copies of the Plan may be reviewed, by appointment only, at the Manatee County Redevelopment and Economic Opportunity Department, 1112 Manatee Avenue West, 3rd Floor Reception Area, Bradenton, FL and the Manatee County website at www.myanrales.org.

Written comments on Manatee County's draft 2020/2021 Action Plan and Substantial Amendment to the 2019/2020 Action Plan will be accepted through August 26, 2020. Please address your comments to:

Jennifer York, Community Development Project Manager
Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West
Bradenton, FL 34205
(841) 748-4501, ext. 6858
jennifer.york@myanrales.org
Notice of Public Hearing

There will be a public hearing with the Manatee County Board of County Commissioners regarding the draft 2020/2021 Annual Action Plan, Substantial Amendment to the 2019/2020 Annual Action Plan, Proposed Use of Funds, and Proposed Budget. Testimony has been made for any member of the public desiring to offer comments in person to have access to the meeting in the Longboat Key Room on:

September 25, 2020
9:00 AM or as soon thereafter as can be heard
Temporary Location: Bradenton Area Convention Center
One Harbor Boulevard
Palmetto, FL 34221

This meeting will be conducted via Zoom Communications Media Technology as allowed under Executive Order 23-69 issued by the Office of Governor Ron DeSantis on March 20, 2020. The meeting can be viewed live on www.myanrales.org/live and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 20, and Comcast channel 20. You may deliver your comments by phone by calling in during the meeting. Dial 1-888-748-0039 (Toll Free) or 1-877-652-5247 (Toll Free) and enter the Meeting ID Number (followed by 1).

Written public comments can be submitted at www.myanrales.org/comment by Monday, August 28th, at 4:00 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

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According to Florida Statutes Section 286.0105, a person desiring to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the above-referenced meeting or hearing, will need a record of the proceedings, and, for such purposes, it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Summary of Action Plan

The Action Plan includes an estimate of available resources from private and public sources to address identified needs; a description of the priorities and specific objectives to be addressed in this program year; a summary of the eligible programs or projects that Manatee County will undertake to address the needs; a description of the geographic areas of the County in which assistance will be directed; a description of the projects to address the needs of the homeless, near-homeless and special needs populations; the plans to reduce the number of poverty level families; a description of the activities to evaluate and reduce the number of housing units containing lead-based paint hazards; and the standards in which the County will monitor its housing and community development projects.

Summary of Substantial Amendment to the 2019/2020 Annual Action Plan

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Statement of Proposed Budget and Use of Estimated Funds

Summary of Funds

2020/21 Community Development Block Grant Entitlement (CDBG)	\$1,802,977.00
CDBG Carry-Over Funding from Prior Years (estimated)	\$ 60,532.00
2019/20 CDBG-CV Grants Act (CDBG-CV)	\$ 175,490.40
2018/19 HOME Investment Partnership (HOME)	\$ 150,000.00
2020/21 HOME Investment Partnership (HOME)	\$ 660,812.00
2020/21 Emergency Solutions Grant (ESG)	\$ 184,447.00
TOTAL:	\$2,114,458.40

Use of Funds

Community Development Block Grant

1. Community Solutions 360/Financial Coaching - \$27,500.00 One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County.
2. Meals on Wheels PLUS of Manatee, Inc./Unfunded Senior Meals Program - \$67,200.00 Hot meals delivered to the homes of the elderly.
3. Meals on Wheels PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$69,832.00 Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.
4. Community Coalition on Homelessness/Turning Points Project Smile Program - \$65,000.00 Program will pay for dentures, prosthetics, and supplies to make such devices for homeless clients.
5. ANM Enterprise, Inc./Meals on Wheels Care - \$80,000.00 Program will provide in-home counseling and homemaker services for the elderly.
6. Sunrise Community of Southwest Florida, Inc./Adult Training Center Improvements - \$231,361.00 Funding will be provided to reconstruct space for the construction of offices to dedicate an area for healthcare services and for the installation of new windows to provide natural light, located at 2263 226 Avenue West, Bradenton, Florida.
7. Real World Barber Academy, Inc./Training Facility Improvements - \$224,105.00 Funding will be provided for rehabilitate the facility including making improvements to the roof, electrical, plumbing, entrance, HVAC, flooring and parking lot, located at 917 26th Ave E, Bradenton, Florida.
8. Manatee County Redevelopment & Economic Opportunity Department/Development Assistance Program - \$300,000.00. Grants payment and closing cost assistance toward the purchase of an existing or newly constructed residential unit by income-qualified residents of unincorporated Manatee County.
9. Manatee County Redevelopment & Economic Opportunity Department/Homeowner Rehabilitation Program - \$512,215.00. Homeowner occupied single-family rehab; rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.
10. Manatee County Redevelopment and Economic Opportunity/Administration and Planning - \$380,595.00 Personnel and related costs for the general oversight and administration of the CDBG program.

Community Development Block Grant - CV

1. The Salvation Army/COVID-19 Homeless Outreach - \$53,158.00 Program will provide outreach to actively engage unsheltered people in encampments and ensure basic needs and connect them with traditional and COVID-19 related services and resources.
2. Community Solutions 360/COVID-19 Financial Coaching - \$27,500.00 One-on-one housing and stabilization counseling to income-qualified residents of unincorporated Manatee County impacted by COVID-19.
3. Meals on Wheels PLUS of Manatee, Inc./COVID-19 Food Assistance Services - \$69,832.00 Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.

HOME Investment Partnership

1. Manatee County Redevelopment and Economic Opportunity/Homeowner Rehabilitation Program - \$645,639.00 (\$150,000 FY 2018/20 and \$495,639 FY 2020/21). Homeowner occupied single-family rehabilitation and reconstruction to income-qualified homeowners of unincorporated Manatee County.
2. Manatee County Redevelopment and Economic Opportunity/Administration and Planning - \$183,233.00 Personnel and related costs for the general oversight and administration of the HOME program.

Emergency Solutions Grant

1. Turning Points/Homelessness Intervention - \$184,447.00
Housing relocation and stabilization services & short-term and medium-term rental assistance.
2. Manatee County Redevelopment and Economic Opportunity/ESG Program Administration - \$12,449.00 Personnel and related costs for the general oversight and administration of the ESG program.

FY 2020-21 HUD Annual Action Plan



Geri C. Lopez, Director
Jennifer Yost, Community Development Project Manager
Redevelopment and Economic Opportunity Department
September 29, 2020

Funding Amounts

- \$1,902,977.00 CDBG (2020/21 Funding)
- \$ 60,532.00 CDBG Carry-Over from Prior Years
- \$ 175,490.40 CDBG-CV (CARES Act Funding)
- \$ 660,812.00 HOME (2020/21 Funding)
- \$ 150,000.00 HOME (2019/20 Funding)
- \$ 164,657.00 ESG (2020/21 Funding)
- \$3,114,468.40 Total



CDBG Activities

- \$ 22,500.00 Financial Coaching / Housing Stabilization Counseling
- \$ 67,200.00 Senior Meals Program
- \$ 60,532.00 COVID-19 Food Assistance
- \$ 65,000.00 Dentures / Prosthetics for Homeless
- \$ 80,000.00 Senior Companion & Homemaker Services
- \$251,361.00 Adult Training Center Facility Improvements
- \$224,105.00 Barber Training Facility Improvements
- \$300,000.00 Downpayment Assistance
- \$512,216.00 Homeowner Rehabilitation/Replacement
- \$380,595.00 Administration (CDBG)



CDBG-CV Activities*

- \$53,158.00 COVID-19 Homeless Outreach
- \$99,832.00 COVID-19 Food Assistance
- \$22,500.00 COVID-19 Financial Coaching

*Coronavirus Aid, Relief, and Economic Security Act

*To prevent, prepare for, and respond to the coronavirus pandemic (COVID-19).



HOME & ESG Activities

- \$645,609.00 Homeowner Rehabilitation/Replacement
- \$165,203.00 Administration (HOME)

- \$152,308.00 Homeless Prevention (ESG)
- \$ 12,349.00 Administration (ESG)



Public Participation - Substantial Amendment May 2020



www.mymanatee.org

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - May 5, 2020

REVISED - May 5, 2020 - Virtual Regular Meeting

BOARD OF COUNTY COMMISSIONERS

AGENDA
and
NOTICE OF PUBLIC MEETING

This meeting will be conducted via Zoom Communications Media Technology as allowed under Executive Order 20-69 issued by the Office of Governor Ron DeSantis on March 20, 2020. The meeting can be viewed live on www.mymanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20.

Written comments can be submitted at www.mymanatee.org/comment by Monday, May 4, at 4 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

Provisions have also been made for any member of the public desiring to offer comments in person to have access to the meeting in the Honorable Patricia M. Glass Chambers on the first floor of the County Administration Building at 1112 Manatee Avenue West in downtown Bradenton.

The public can also offer comments by phone, during the meeting, by dialing 888-788-0099 or 877-853-5247 and entering Meeting ID Number 85257823453 (followed by #). A Participant ID Number is not required.

MEETING CALLED TO ORDER (Betsy Benac, Chairperson)

INVOCATION (The commission does not endorse the religious beliefs of any speaker.)

1. [Invocation led by Commissioner Reggie Bellamy](#)

PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

Changes to Agenda

36. [Updates to Agenda](#)

Attachment: [20200505 Update Memo.pdf](#)

REQUESTS BY COMMISSIONERS (Items to be pulled from Consent Agenda)

A. AWARDS/PRESENTATIONS/PROCLAMATIONS

CITIZEN COMMENTS (Consideration for Future Agenda Items - 30-Minute Time Limit)

Each person will be limited to three (3) minutes. If the thirty (30) minute time period has been exhausted, the Board will entertain any remaining comments near the end of the meeting with the same three (3) minute per person time limitation.

2. [Citizen Comments](#)

CITIZEN COMMENTS (Consent Agenda Items Only)

Each person wishing to speak to Consent Agenda items will be limited to three (3) minutes per item; provided, however, that each person will be limited to speaking for a total of ten (10) minutes regardless of the number of items being discussed.

3. [Citizen Comments](#)

B. CONSENT AGENDA

Clerk of Circuit Court

4. [Approval of Clerk's Consent Agenda dated May 5, 2020](#)

Attachment: [20200505 Clerk's Consent Agenda.pdf](#)
Attachment: [Minutes 4-17-2020.pdf](#)
Attachment: [Minutes 4-21-2020.pdf](#)
Attachment: [Minutes 4-28-2020.pdf](#)
Attachment: [Refund - Barnhart.pdf](#)
Attachment: [Refund - Meridian.pdf](#)
Attachment: [Refund - Palma Sola English Congregation.pdf](#)
Attachment: [Refund - Sammour.pdf](#)
Attachment: [Refund - Unity Church in the Woods.pdf](#)
Attachment: [Contract - American Acquisition Group.pdf](#)
Attachment: [Contract - Fawley Bryant.pdf](#)
Attachment: [Contract - Florida Acquisition & Appraisal.pdf](#)
Attachment: [Contract - HDR Engineering.pdf](#)
Attachment: [Contract - Independence Acquisition Group.pdf](#)
Attachment: [Contract - Sweet Sparkman.pdf](#)
Attachment: [Contract - The Urban Group.pdf](#)

Attachment: [Contract - Willis A Smith Construction.pdf](#)
Attachment: [1st Qtr Grant and Gift Report 2020.pdf](#)
Attachment: [FYE 2019 Annual Financial Report.pdf](#)
Attachment: [Audit - Waste Management.pdf](#)
Attachment: [Audit - Waste Pro.pdf](#)

Administrator

5. [Ratification of Memoranda Extending the Period of Local Emergency Relative to the Burn Ban as Authorized in Resolution R-20-046](#)

Attachment: [R-20-046 - Burn Ban.pdf](#)
Attachment: [Memo Extending Period of Local Emergency - Burn Ban - March 31.pdf](#)
Attachment: [Memo Extending Period of Local Emergency - Burn Ban - April 7.pdf](#)
Attachment: [Memo Extending Period of Local Emergency - Burn Ban - April 14.pdf](#)
Attachment: [Memo Extending Period of Local Emergency - Burn Ban - April 21.pdf](#)

Attorney

6. [Teresa Crawford v. Manatee County, Case No.: 2019-CA-4160: Plaintiff's Proposal for Settlement](#) * Palmer

Attachment: [Ntc Serving and PFC to MC \(\\$125,000.00\).pdf](#)

Building and Development Services

7. [Approval of Final Plat and Associated Documents for Lakewood National Golf Club, Phase II-K](#)

Attachment: [Lakewood National Golf Club Phase II-K Application Documents.pdf](#)
Attachment: [Lakewood National Golf Club Phase II-K Legal.pdf](#)
Attachment: [Lakewood National Golf Club Phase II-K Agreements.pdf](#)

8. [Approval of Final Plat and Associated Documents for Moss Creek Phase II, Subphase A](#)

Attachment: [APPLICATION DOCUMENTS.pdf](#)
Attachment: [LEGAL DOCUMENTS.pdf](#)

Financial Management

9. [Adoption of FY20 Budget Amendment Resolution B-20-058](#)

Attachment: [B-20-058dtd05.05.20.pdf](#)

10. [Adoption of Resolution R-20-067 approving a fund transfer from the Board of County Commissioners to the Clerk of Circuit Court to mitigate impacts of the COVID 19 pandemic](#)

Attachment: [R-20-067 Fund Transfer Clerk of Circuit Court.pdf](#)

Attachment: [B-20-060 Clerk Fund Transfer COVID.pdf](#)

Attachment: [Clerk of Circuit Court Request MEMO.pdf](#)

11. [Authorization to Renew Blanket Purchase Orders for Road Building Materials and Services - Invitation for Bid No. 16-0212DS](#)

12. [Execution of Amendment No. 1 to Agreement No. 17-2141JE for Workers' Compensation Claims Third Party Administrator](#)

Attachment: [20-TA003332SR - Amendment No.1 to Agreement 17-2141JE Workers Comp Claims Third Party Admin.pdf](#)

13. [Execution of Certificate of Matching Funds for Supervisor of Elections Cyber Security Grant - HAVA \(Help America Vote Act\)](#)

Attachment: [Attachment C-Certificate Reg Matching Funds final.pdf](#)

Parks and Natural Resources

14. [Adoption of Resolution R-20-057 Approving and Authorizing Submission of FY 2020-2021 West Coast Inland Navigation District \(WCIND\) Grant Applications; Authorization to Execute Agreements and Extensions Upon Approval of Applications](#)

Attachment: [WCIND Manatee Sail and Power Squadron app 3.23.20.pdf](#)

Attachment: [WCIND SBEP application 4.6.20.pdf](#)

Attachment: [BOCC R-20-057.pdf](#)

Attachment: [WCINDManCo GenNav app 4.6.20.pdf](#)

15. [Approval of Request from Pope Golf for Partial Payment due to COVID-19](#)

Attachment: [Pope notice letter to County. 4.23.2020.pdf](#)

Attachment: [Letter to Commission.pdf](#)

Attachment: [Revenue and Rounds comparison COVID19 Quarterly Totals.pdf](#)

16. [Execution of Agreement for Charitable Services with The Patterson Foundation for the 2020 Suncoast Summer Reading Challenge](#)

Attachment: [2020 Agreement for Charitable Services.pdf](#)

Property Management

17. [Acceptance and Recording of Permanent Utility Easement between Swift Holdings, LLC and Manatee County for property located at 2450 Tallevast Road, Sarasota, Florida](#)

34243

Attachment: [Permanent Utility Easement- Swift Holdings LLC.pdf](#)
Attachment: [Tallevast Commerce Center- Utility Easement Location Map.pdf](#)

18. [Acceptance and Recording of Warranty Deed from Cortez Rd Take 5 LLC to Manatee County for Right-of-Way located at 4340 9th Street West, Bradenton, Florida 34205; PID 4920800002](#)

Attachment: [Partial Release Valley National Bank.pdf](#)
Attachment: [Warranty Deed Cortez Rd Take 5 LLC.pdf](#)
Attachment: [Take 5 ROW Location Map.pdf](#)

19. [Acceptance and Recording of Warranty Deed from Ridgewood Meadows Condominium Association, Inc for Right-of-Way along Victory Road](#)

Attachment: [Warranty Deed Ridgewood Meadows Condo Assoc.pdf](#)
Attachment: [Location Map Victory Rd ROW.pdf](#)

20. [Acceptance of Permanent Utility Easement between UCS Outparcel, LLC and Manatee County for property located at 5489 University Parkway, University Park, Florida 34201](#)

Attachment: [Recorded Permanent Utility Easement- UCS Outparcel, LLC.pdf](#)
Attachment: [UCS Out Parcel, LLC PUE- Location Map.pdf](#)

21. [Acceptance of Warranty Deed from Manatee Ventures, Inc., for property located in Palmetto, Florida 34221](#)

Attachment: [Warranty Deed - Manatee Ventures.pdf](#)
Attachment: [Partial Release.pdf](#)
Attachment: [Location Map - Manatee Ventures Inc.pdf](#)

22. [Adoption of Resolution R-20-066 Authorizing the Execution of the Contract for Sale and Purchase of Real Property located at 4910 CR 675, Myakka City, Florida 34251; Property ID: 310500059, from TIITE/State of Florida * D'Agostino](#)

Attachment: [Resolution for 4910 CR 675 - R-20-066.pdf](#)
Attachment: [Purchase Agreement - 4910 CR 675.pdf](#)
Attachment: [Final Response Memo to CAO Matter No. 2019-0542.pdf](#)
Attachment: [Location Map of North Portion of Parcel.pdf](#)
Attachment: [Location Map of South Portion of Parcel.pdf](#)

23. [Execution of Contract for Sale and Purchase from Manatee Ventures, Inc., for Property located in Palmetto, Florida 34221](#)

Attachment: [Contract For Sale and Purchase Manatee Ventures, Inc..pdf](#)
Attachment: [Location Map.pdf](#)

24. [Execution of Contract for Sale and Purchase from Delmas S. Fridley and Belinda F. Fridley for property located at 3722 16th Street West, Bradenton, Florida 34205; Parcel ID: 4900300007](#)

Attachment: [Contract for Sale and Purchase \(with Exhibits\) - 3722 16th Street W.pdf](#)

Attachment: [Fridley Acquisition- Location Map.pdf](#)

Public Safety

25. [Adoption of Resolution R-20-064 Accepting Health and Human Services \(HHS\) Emergency Medical Services COVID Stimulus Payment; Adoption of Budget Resolution B-20-062](#) * Morris

Attachment: [CAO Response with date.pdf](#)

Attachment: [CARES Act Attestations Eligibility Provider Relief Fund.pdf](#)

Attachment: [Resolution R-20-064.pdf](#)

Attachment: [Exhibit A to Resolution R-20-064.pdf](#)

Attachment: [B-20-062 HHS Stimulus BR 04.16.20.pdf](#)

26. [Execution of Contract with the Florida Department of Health for Pass-Through Department of Health-Manatee Funding for the Community Paramedicine Program; Adoption of Budget Resolution B-20-059](#) * Nicodemi

Attachment: [MA500 - Standard Contract with Legal Changes.pdf](#)

Attachment: [Attachment I - MA500 \(approved by legal\).pdf](#)

Attachment: [Attachment II - MA500 - Financial and Compliance Audit.pdf](#)

Attachment: [Attachment III - MA500 - Budget Summary.pdf](#)

Attachment: [RLS Response Memo.pdf](#)

Attachment: [B-20-059.pdf](#)

Public Works

27. [Adoption of Resolution R-20-058 Authorizing Submittal of Applications and Acceptance of Federal Transit Administration \(FTA\) CARES Act/Section 5307 Urbanized Area Formula Grant, Federal Fiscal Year \(FFY\) 2020 Apportionments](#)

Attachment: [Resolution R-20-058 - FTA CARES Act 5307.pdf](#)

Attachment: [Table-2-cares-act-apportionment-section-5307-urbanized-area-formula.pdf](#)

28. [Approval of Updated Transportation Coordination Agreement Template](#) * Zamboni

Attachment: [Response Memo to CAO Matter No. 2020-0113 initialled.dtd 4.9.2020.pdf](#)

Attachment: [Coordination Agreement Template \(CAO Redline\).pdf](#)

Redevelopment and Economic Opportunity

29. [Authorization to Request Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic](#)

Attachment: [Availability-of-Waivers-and-Suspensions-of-the-HOME-Program.pdf](#)

Attachment: [Suspensions-and-Waivers-to-Use-HOME-Assisted-TBRA.pdf](#)

APPROVAL OF CONSENT AGENDA

30. [Motion to Approve Consent Agenda](#)

C. ADVISORY BOARD APPOINTMENTS

PORT AUTHORITY (Priscilla Trace, Chairperson)

D. ADVERTISED PUBLIC HEARINGS (Presentations Upon Request)

Public Works

31. [Adoption of Ordinance 20-18 - No Thru Commercial Vehicles](#) * Zamboni

Attachment: [Ordinance No. 20-18.pdf](#)

Attachment: [CAO Memo dated 2-26-20 \(CAO # 2020-0095\).pdf](#)

Attachment: [Location Map-31 St. Ct.E.pdf](#)

Attachment: [Affidavit of Publication Ord 20-18.pdf](#)

32. [Adoption of Ordinance 20-20 - Speed Limits](#) * Zamboni

Attachment: [Ordinance 20-20.pdf](#)

Attachment: [CAO Memo dated 3-3-2020 \(CAO # 2020-0102\).pdf](#)

Attachment: [Location Map-Palm View Road.pdf](#)

Attachment: [Location Map-44 Ave.E.pdf](#)

Attachment: [Location Map- MJ Road.pdf](#)

Attachment: [Location Map-Curtis Rd.pdf](#)

Attachment: [Location Map-Taylor Rd.pdf](#)

Attachment: [Affidavit of Publication Ord 20-20.pdf](#)

E. ADVERTISED PUBLIC HEARINGS (Presentation Scheduled)

Redevelopment and Economic Opportunity

33. [Adoption of Resolution R-20-063 Providing for Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Annual Action Plans](#)

Attachment: [Resolution 20-063 Amend 19 and CARES.pdf](#)

Attachment: [Citizen Participation Plan - May 2020.pdf](#)

Attachment: [BH Ad.pdf](#)

Attachment: [CDBG-CARES SF424.pdf](#)

Attachment: [ESG-CARES SF424.pdf](#)

Attachment: [Presentation HUD Funding CARES Act 5-5-20.pdf](#)

F. REGULAR

Administrator

34. [Discussion of On-going Issues Relative to the Coronavirus \(COVID-19\) Emergency](#)

Attachment: [Governor's Executive Order 20-91.pdf](#)

Attachment: [Governor's Executive Order 20-92.pdf](#)

Attachment: [Resolution R-20-041.pdf](#)

Attachment: [Resolution R-20-045.pdf](#)

Attachment: [Resolution R-20-053.pdf](#)

Attachment: [Resolution R-20-056.pdf](#)

Attachment: [Reopening Strategies and Concepts.pdf](#)

Attachment: [Governor's Executive Order 20-112.pdf](#)

Attachment: [Task Force Report.pdf](#)

Attachment: [On-going Issues Related to COVID 19 - Presentation.pdf](#)

Attachment: [Manatee County COVID 19 Re-opening Strategies - Presentation.pdf](#)

Attachment: [Public Comments.pdf](#)

G. REPORTS

COMMISSIONER AGENDA

Commissioner Whitmore

35. [Business Recovery Plan](#)

CITIZEN COMMENTS (Continuation of Consideration for Future Agenda Items, if Needed)

COMMISSIONER COMMENTS

ADJOURN

The Board of County Commissioners of Manatee County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions including one's access to, participation in, employment with, or treatment in its programs or activities. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act (ADA), should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org.

The Board of County Commissioners of Manatee County and the Manatee County Port Authority may elect not to convene, if no business is scheduled; however, each reserves the right to take action on any matter during its meeting, including items not set forth within this agenda. The Chair of each governing body at his/her option may take business out of order if he/she determines that such a change in the schedule will expedite the business of the governing body.

All public comment on quasi-judicial agenda items is required to be under oath and must occur at a duly noticed public hearing. The Citizens' Comments portion of the agenda is not an advertised public hearing, and no comments on quasi-judicial agenda items are authorized during the Citizens' Comments portion of the agenda.

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - May 5, 2020

PUBLIC NOTICE: According to Florida Statutes, Section 286.0105, any person desiring to appeal any decision made by the Board of County Commissioners (or the other entities that are meeting) with respect to any matter considered at said public hearing/meeting will need a record of the proceedings, and for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based.

REVISED - May 5, 2020 - Virtual Regular Meeting
Agenda Item #33

Subject

Adoption of Resolution R-20-063 Providing for Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Annual Action Plans

Briefings

None

Contact and/or Presenter Information

Geri Lopez, Redevelopment and Economic Opportunity Director, x3937

Jennifer Yost, Community Development Project Manager, x6858

Action Requested

Hold Public Hearing to receive citizen comments on the proposed substantial amendments, adopt Resolution R-20-063, providing for amendment to Resolutions R-17-083, R-18-114, and R-19-096, and the Citizen Participation Plan, 2017-2022 Consolidated Plan and the 2018/19 and 2019/20 Annual Action Plans and unappropriate and appropriate grant funds to align and realign revenues and expenditures for activities within said plans, and appropriate supplemental allocation of ESG and CDBG funds as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136, known as CDBG-CV and ESG-CV.

Authorize the Chairman to execute federal assistance applications CDBG-CARES SF424 and ESG-CARES SF424.

Authorize the Chairman to execute the HUD CARES Act Grant Agreements upon receipt from HUD.

Enabling/Regulating Authority

24 CFR Part 91 (Consolidated Plan regulations) Manatee County Citizen Participation Plan.

24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the CDBG, HOME, ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) programs. In order to receive HUD funding, Manatee County must have an approved Citizen Participation Plan, a 5-Year Consolidated Plan, and an approved Annual Action

Plan for each of the years that funding will be received.

Manatee County's Citizen Participation Plan and 2017-2022 Consolidated Plan was approved on July 25, 2017. Over the past few years the Board of County Commissioners has approved the 2018/19 Annual Action Plan on July 24, 2018, and the 2019/20 Annual Action Plan on July 24, 2019.

A substantial amendment to the above referenced Plans is necessary to:

- Amend to the Citizen Participation Plan to include virtual hearings as an allowed method for citizen participation and includes provisions relative to Consolidated Plan citizen participation, Community Development Block Grant, HOME Investment Partnership (HOME) and Emergency Solutions Grant waivers made available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.
- Amend the 2017-2020 Consolidated Plan to add Disaster Response to the Priority Needs and strategies.
- Change previously approved CDBG and HOME activities and budget to activities to prevent, prepare and respond to coronavirus pandemic (COVID-19).
- To receive and allocate supplemental allocation of ESG and CDBG funds as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136, known as CDBG-CV and ESG-CV.

In development of the use of the grant funds consideration and prioritization was given to the needs of low- and moderate-income persons and the development of partnerships with the private nonprofit sector. Coordination with the Department of Public Safety, Division of Emergency Management was undertaken in identification of activity to support the local pandemic response. Based upon these efforts, 9 activities are proposed in response to COVID-19:

Community Development Block Grant

1. Homeless Outreach COVID-19 - \$57,152.00

Program will provide for outreach to actively engage unsheltered people in encampments and ensure basic needs and connect them with services and resources.

HOME Investment Partnership

1. COVID-19 Emergency Tenant Based Rental Assistance - \$262,128.50 (\$150,918.50 from 2018/19 and \$111,210.00 from 2019/20 Annual Action Plans)

Program will provide housing stabilization services & short-term and medium-term rental assistance to low- and moderate-income households that are affected by COVID-19.

Community Development Block Grant – CV

1. Food Assistance Services - \$400,000.00

Program will provide short-term food assistance to seniors and low- and moderate-income households that are affected by COVID-19.

2. COVID-19 Hygiene Stations - \$50,000.00

Program will provide for the acquisition and/or leasing of porta-lets, handwashing stations, supplies, and operation and maintenance for deployment of hygiene stations for response to COVID-19, priority to homeless population.

3. Legal Assistance Program - \$49,200.00

Program will provide legal services to low- and moderate- income individuals impacted by COVID-19. Services include, but not limited to: legal assistance with eviction, foreclosure, and credit report mitigation; assistance to individuals experiencing homelessness that need legal services in obtaining birth certificates and/or government issued identification in order to be able to access housing resources; and associated fees to obtain birth certificates and/or government issued identifications.

4. Worker Retraining - \$250,000.00

Program will provide a pathway for displaced workers to acquire new skills that will enable them to get rehired into growing industry sectors, resulting from a quickly shifting business landscape due to the COVID-19 pandemic. Funding will be used for retraining programs run by workforce training not-for-profit partners who will then identify, recruit, train, and graduate members of Manatee County's displaced workers.

5. Manatee County Redevelopment and Economic Opportunity Administration and Planning - \$223,891.60
Personnel and related costs for the general oversight and administration of the CDBG-CV program.

6. Unallocated CDBG-CV for COVID-19 Response - \$146,366.40

CDBG-CV funds for use in response to COVID-19 to be identified at a future date through a future Substantial Amendment.

Emergency Solutions Grant - CV

1. Homelessness Prevention, Rapid Rehousing & Case Management- \$511,004.70

Housing relocation and stabilization services & short-term and medium-term rental assistance.

2. Manatee County Redevelopment and Economic Opportunity – ESG-CV Program Administration - \$56,778.30

Personnel and related costs for the general oversight and administration of the ESG-CV program.

Staff is seeking approval and execution of Resolution R-20-063, the Applications for Federal Assistance (CDBG-CARES SF424 and ESG-CARES SF424), and Certifications required for the Substantial Amendments to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018-19 Annual Action Plan, and the 2019-20 Annual Action Plan submission. Additionally, staff is seeking authorization for the Chairman to execute the HUD CARES Act Grant Agreements upon receipt from HUD.

A budget amendment to increase revenues and expenditures will be on a future Board Agenda, after HUD approval of the Substantial Amendments and receipt of the CARES Act Grant Agreements.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Please return two certified copies of Resolution R-20-063, and one original and two certified copies of the

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - May 5, 2020

Applications for Federal Assistance to Jennifer Yost, Redevelopment and Economic Opportunity Department,
ext. 6858.

Cost and Funds Source Account Number and Name

\$1,119,458.00 of CDBG-CV and \$567,783.00 of ESG-CV

Amount and Frequency of Recurring Costs

None

Attachment: [Resolution 20-063 Amend 19 and CARES.pdf](#)

Attachment: [Citizen Participation Plan - May 2020.pdf](#)

Attachment: [BH Ad.pdf](#)

Attachment: [CDBG-CARES SF424.pdf](#)

Attachment: [ESG-CARES SF424.pdf](#)

Attachment: [Presentation HUD Funding CARES Act 5-5-20.pdf](#)

RESOLUTION R-20-063

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, AMENDING THE CITIZEN PARTICIPATION PLAN, 2017-2022 CONSOLIDATED PLAN, 2018/19 AND 2019/20 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLANS

WHEREAS, Manatee County is an entitlement community and eligible to receive federal funds through the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) Programs from the U.S. Department of Housing & Urban Development (HUD); and

WHEREAS, Manatee County is to receive supplemental allocation of ESG and CDBG funds as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES), Public Law 116-136, known as CDBG-CV and ESG-CV; and

WHEREAS, these special ESG-CV and CDBG-CV funds are to be used to prevent, prepare for, and respond to the coronavirus pandemic (COVID-19); and

WHEREAS, on July 25, 2017, the Board approved Resolution R-17-083, adopting the 2017-2022 Consolidated Plan and the Citizen Participation Plan; and

WHEREAS, on July 24, 2018, the Board approved Resolution R-18-114, adopting the Community Development Block Grant 2018/19 Annual Action Plan; and

WHEREAS, on July 23, 2019, the Board approved Resolution R-19-096, adopting the Community Development Block Grant 2019/20 Annual Action Plan; and

WHEREAS, Resolution R-19-096 and R-18-114 approved specific CDBG, HOME, and ESG activities; and

WHEREAS, HUD authorized a waiver to amend the Public Comment Period to no less than 5 calendar days in order to establish expedited procedures to draft, propose, or amend consolidated plans and annual action plans to respond quickly to the growing spread and effects of COVID-19; and

WHEREAS, this substantial amendment amends the Citizen Participation Plan and adds additional Priority Needs and strategies to the 2017-2022 Consolidated Plan; and

WHEREAS, this substantial amendment reallocates a portion of HOME and CDBG funding from the 2018/19 and 2019/20 Action Plans; and

WHEREAS, this substantial amendment allocates CDBG-CV and ESG-CV supplemental funding; and

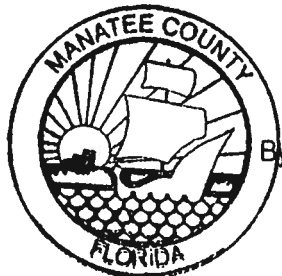
WHEREAS, the process for amending a Consolidated Plan and/or Annual Action Plan is outlined in Manatee County's Citizen Participation Plan, regulatory waivers authorized by the US Department of Housing and Urban Development (HUD), and HUD regulations, and each of those steps have been followed in this process, to include a minimum 5-day public comment period.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that:


1. Resolution R-20-063 is hereby adopted to provide for an amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan and the 2018/19 and 2019/20 Annual Action Plans as attached hereto.

2. The County Administrator, or designee, is hereby authorized to approve and execute subrecipient funding agreements, amendments, and associated standard Land Use and Deed Restriction Agreements, and, authorize payments up to the maximum allowable funding for Federal CDBG, HOME, ESG, CDBG-CV, and ESG-CV program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans.
3. The Chairman is hereby authorized to sign and execute the HUD Grant Agreements for Federal CDBG, HOME, ESG, CDBG-CV, and ESG-CV program activities as approved and adopted by the Board of County Commissioners in Manatee County's Consolidated Plan and Annual Action Plans.

ADOPTED, with a quorum present and voting this 5th day of May 2020.



BY: BOARD OF COUNTY
COMMISSIONERS MANATEE
COUNTY, FLORIDA

By: 
Carol Whitmore, First Vice Chairman

ATTEST: Angelina "Angel" Colonnese
Manatee County Clerk of the Circuit Court and Comptroller

By: 
Deputy Clerk

Attachment 1
Summary of Substantial Amendments

Summary of Substantial Amendment to the Citizen Participation Plan

The Substantial Amendment to the Citizen Participation Plan includes virtual hearings as an allowed method for citizen participation and includes provisions relative to Consolidated Plan citizen participation, Community Development Block Grant, HOME Investment Partnership (HOME) and Emergency Solutions Grant waivers made available under the Coronavirus Aid, Relief, and Economic Security (CARES) Act.

- In the event that Manatee County is closed to the public, virtual public meetings and hearings may be used instead. Check www.mymanatee.org for notices of all public meetings, including virtual hearings. Virtual hearings will be used in lieu of in-person hearing if national or local health authorities recommend social distancing and limit public gatherings for public health reasons.
- When a smaller publication serving low- and moderate-income persons or special needs population is not available, the notice in the newspaper of general circulation will include a Spanish language notice.
- For HOME funding under FY 2020-2021 and earlier and CDBG funding under FY 2019-2020, FY 2020-2021, and the Coronavirus Aid, Relief, and Economic Security Act or CARES Act, Manatee County may provide a 5-day notice of proposed substantial amendments beginning April 24, 2020 as allowed under a HUD waiver.
- Special ESG funding under the CARES Act referred to as ESG-CV to address the COVID-19 pandemic does not apply to citizen participation requirements that would otherwise apply to ESG funds; however, the County will publish how the ESG-CV funding has or will be used on Manatee County website at www.mymanatee.org.

Summary of Substantial Amendment to the 2017-2022 Consolidated Plan

The purpose of the Consolidated Plan is to identify goals, objectives and strategies for addressing housing and community development needs, including those of the homeless and other special needs populations. The 2017-2022 Consolidated Plan substantial amendment adds Disaster Response to the Priority Needs and strategies of the Consolidated Plan. (Section SP-25 Priority Needs and Section SP-45 Goals Summary).

Summary of Substantial Amendment to the 2018/19 Annual Action Plan

The 2018/19 Action Plan substantial amendment decreases funding for the HOME Housing Rehabilitation/Replacement activity and transfers the \$150,918.50 to the COVID-19 Emergency Tenant Based Rental Assistance (HOME use of funds item #1 below).

Summary of Substantial Amendment to the 2019/20 Annual Action Plan

The 2019/20 Action Plan substantial amendment decreases funding for the HOME Housing Rehabilitation/Replacement activity and transfers the \$111,210.00 to the COVID-19 Emergency Tenant Based Rental Assistance (HOME use of funds item #1 below); cancels the 4commUNITY activity and transfers \$57,152.00 to Homeless Outreach COVID-19 activity (CDBG use of funds item #1 below); and adds supplemental allocation of ESG and CDBG funds as authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136 to activities that prevent, prepare for, and respond to the coronavirus pandemic (COVID-19).

Summary of Substantial Amendment to Activities

Sources of Funds

Community Development Block Grant Entitlement (CDBG)	\$57,152.00
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Home Investment Partnership (HOME)	\$262,128.50
Community Development Block Grant CARES Act (CDBG-CV)	\$1,119,458.00
Emergency Solutions Grant CARES Act (ESG-CV)	\$567,783.00

The proposed substantial amendment will:

1. Add Disaster Response Priority Needs and Strategies to the 2017-2020 Consolidated Plan; and
2. Amend Citizen Participation Plan to establish expedited procedures, as allowed by HUD Waivers, to draft, propose, or amend consolidated plans and annual action plans to respond quickly to the growing spread and effects of COVID-19; and
3. Cancel the 19/20 CDBG 4commUNITY activity for \$57,152.00; and
4. Add the 19/20 CDBG Homeless Outreach COVID-19 activity for \$57,152.00; and
5. Decrease 18/19 HOME Housing Rehabilitation/Replace activity for \$150,918.50; and
6. Decrease 19/20 HOME Housing Rehabilitation/Replace activity for \$111,210.00; and
7. Add the 18/19 HOME COVID-19 Emergency Tenant Based Rental Assistance for \$150,918.50; and
8. Add the 19/20 HOME COVID-19 Emergency Tenant Based Rental Assistance for \$111,210.00; and
9. Add the 19/20 CDBG-CV Food Assistance activity by \$400,000.00; and
10. Add the 19/20 CDBG-CV COVID-19 Hygiene Station activity by \$50,000; and
11. Add the 19/20 CDBG-CV Legal Assistance activity by \$49,200.00; and
12. Add the 19/20 CDBG-CV Worker Retraining activity by \$250,000.00; and
13. Add the 19/20 CDBG-CV Administration activity for \$223,891.60; and
14. Unallocated 19/20 CDBG-CV for future COVID-19 Response Program for \$146,366.40 to be identified at a future Substantial Amendment; and
15. Add the 19/20 ESG-CV Homeless Prevention, Rapid Rehousing and Case Management activity for \$511,004.70; and
16. Add the 19/20 ESG-CV Administration activity for \$56,778.30.

Community Development Block Grant

1. Homeless Outreach COVID-19 - \$57,152.00

Program will provide for outreach to actively engage unsheltered people in encampments and ensure basic needs and connect them with services and resources.

HOME Investment Partnership

1. COVID-19 Emergency Tenant Based Rental Assistance – \$262,128.50 (\$150,918.50 from 2018/19 and \$111,210.00 from 2019/20 Annual Action Plans)

Program will provide housing stabilization services & short-term and medium-term rental assistance to low- and moderate-income households that are affected by COVID-19.

Community Development Block Grant – CV

1. Food Assistance Services – \$400,000.00

Program will provide short-term food assistance for seniors and low- and moderate-income households that are affected by COVID-19.

2. COVID-19 Hygiene Stations - \$50,000.00

Program will provide for the acquisition and/or leasing of porta-lets, handwashing stations, supplies, and operation and maintenance for deployment of hygiene stations for use by COVID-19, priority for homeless populations.

3. Legal Assistance Program – \$49,200.00

Program will provide legal services to low- and moderate- income individuals impacted by COVID-19. Services include, but not limited to: legal assistance with eviction, foreclosure, and credit report mitigation; assistance to individuals experiencing homelessness that need legal services in obtaining birth certificates and/or government issued identification in order to be able to access housing resources; and associated fees to obtain birth certificates and/or government issued identifications.

4. Worker Retraining - \$250,000.00

Program will provide a pathway for displaced workers to acquire new skills that will enable them to get rehired into growing industry sectors, resulting from a quickly shifting business landscape due to the COVID-19 pandemic. Funding will be used for retraining programs run by workforce training not-for-profit partners who will then identify, recruit, train, and graduate members of Manatee County's displaced workers.

5. Manatee County Redevelopment and Economic Opportunity Administration and Planning – \$223,891.60

Personnel and related costs for the general oversight and administration of the CDBG-CV program.

Emergency Solutions Grant - CV

1. Homelessness Prevention, Rapid Rehousing & Case Management – \$511,004.70

Housing relocation and stabilization services & short-term and medium-term rental assistance.


2. Manatee County Redevelopment and Economic Opportunity – ESG-CV Program Administration - \$56,778.30

Personnel and related costs for the general oversight and administration of the ESG-CV program.

STATE OF FLORIDA, COUNTY OF MANATEE
This is to certify that the foregoing is a true and correct copy of the document on file in my office.

<input checked="" type="checkbox"/> No redactions	<input type="checkbox"/> Redacted pursuant to law
<input checked="" type="checkbox"/> Full Document	<input type="checkbox"/> Page ____ of ____
<input checked="" type="checkbox"/> Not LOA	<input type="checkbox"/> Letter of Administration is in full force and effect

Witness my hand and official seal dated 5/5/20
MANATEE COUNTY CLERK OF COURT
By: [Signature]
Deputy Clerk





Citizen Participation Plan

Statement of Purpose

Manatee County recognizes that citizen participation is a very important part of the consolidated planning process. To better guide the County's outreach in gaining citizen input, the County has developed a Citizen Participation Plan. The Manatee County Citizen Participation Plan is designed to create opportunities for citizens to be involved in the development of the Consolidate Plan, Annual Action Plans, the implementation of Substantial Amendments, Assessment of Fair Housing (AFH), and the Consolidated Annual Performance and Evaluation Report (CAPER). These plans and documents are required in order to keep compliance with federal regulations related to the Community Development Block Grant (CDBG), HOME Investment Partnerships, and Emergency Solutions Grant (ESG) programs.

INTRODUCTION

In accordance with 24 CFR Section 91.105, the Manatee County Redevelopment and Economic Opportunity (REO) Department has prepared a Citizen Participation Plan to explain the opportunity all residents have to participate in the process of preparing the Consolidated Plan. The Manatee County Redevelopment and Economic Opportunity Department is responsible for administering the Citizen Participation Plan.

The overall goal of the Consolidated Plan is to utilize federal, state and local funding in a coordinated manner to promote the development of viable communities. Viable communities are described as meeting the residents' needs in regards to affordable and decent housing, a safe and suitable living environment, and adequate economic opportunities particularly for low- and moderate-income persons.

Citizen participation will be encouraged during development of the Consolidated Plan, Annual Action Plans, any Substantial Amendments, AFH, and the CAPER, by providing notice to residents and local organizations through various media methods.

The Citizen Participation Plan sets forth the policies to be used for citizen participation and outlines the procedures to be used to encourage the participation of all Manatee County residents – especially residents who are low-income, minorities, non-English speaking, disabled, and persons with HIV/ AIDS.

Five-Year Consolidated Plan

PUBLIC HEARINGS

In accordance with 24 CFR Section 91.105, Manatee County will host, at a minimum, one Board of County Commissioners (BOCC) public hearing during the development of the Consolidated Plan, prior to its proposed adoption by the Board of County Commissioners for submission to HUD.

PUBLIC NOTICE

The County will publish a notice of availability of the Consolidated Plan and corresponding Annual Action Plan for public review in a newspaper of general circulation, on the County's website at www.mymanatee.org and in any widely disseminated smaller publications serving

low- and moderate- income persons or special needs populations. The date of publication will be the beginning of a 30-day public comment period at the end of which a public hearing on the Consolidated Plan and corresponding Annual Action Plan will also be held.

The notice of availability shall include a summary of the Consolidated Plan as well as a summary of those sections of the Consolidated Plan that concern HOME funds. The summary will describe the contents and purpose of the Consolidated Plan, and will include a list of locations where copies of the entire Consolidated Plan may be examined.

COMMENT PERIOD

Prior to the BOCC's approval of the Consolidated Plan, a 30-day public comment period shall be held as required by HUD.

The County shall publish a draft of the Consolidated Plan (including the corresponding Annual Action Plan) to be available during the 30-day comment period so that citizens have an opportunity to review the Consolidated Plan prior to adoption.

During the 30-day comment period, the Redevelopment and Economic Opportunity Department will receive written comments on the Consolidated Plan from the public and will later include those comments and the County's responses in the final publication of the Consolidated Plan.

Copies of the draft Consolidated Plan will be available for review at the Central Library, South Manatee and Palmetto Branches of the Manatee County Public Library System. Upon request, the Redevelopment and Economic Opportunity Department of Manatee County will provide a reasonable number of additional copies to citizens and groups.

The Manatee County BOCC, as the elected authority of the citizens of Manatee County, has responsibility for the Consolidated Plan. All public comments shall be reviewed and taken into consideration by the Board. The BOCC authorizes final publication of the Consolidated Plan and Annual Action Plan as well as their submission to HUD.

SUBMISSION OF PLAN

Following approval by the BOCC, the Consolidated Plan will be submitted to HUD no later than 45 days prior to the start of the program year. Upon submission, all certifications of compliance will be included.

Annual Action Plan

Each program year, as a part of the consolidated planning process, Manatee County must develop an Annual Action Plan that identifies sources of funding, statement of objectives, description of projects, graphic distribution, monitoring of sub-recipients, and results of past efforts.

PUBLIC HEARINGS

To receive public input prior to the adoption of the Annual Action Plan, the BOCC shall hold a minimum of one public hearing at the conclusion of a 30-day public comment period as required by HUD.

PUBLIC NOTICE

A public notice shall be published in a newspaper of general circulation, on the County's website at www.mymanatee.org and in any widely disseminated smaller publications serving low- and moderate- income persons or special needs populations no less than 10 days prior to the

hearing date to notify the public of their opportunity to attend the hearing and provide comment. The public notice shall include a summary of the proposed Annual Action Plan and all pertinent information as to where the Annual Action Plan is available for public examination, including the location's address and hours of availability.

COMMENT PERIOD

A 30-day comment period of the draft Annual Action Plan will be established for public review prior to submission to the Manatee County Board of County Commissioners for final consideration and adoption.

Hard copies of the draft Annual Action Plan will be available for review at the Central Library, South Manatee and Palmetto Branches of the Manatee County Public Library System. The Redevelopment and Economic Opportunity Department will provide electronic copies of the Annual Action Plan to interested citizens and organizations upon request.

Once the Annual Action Plan has been approved by the BOCC and submitted to HUD, a 45-day HUD review period will commence.

SUBMISSION OF PLAN

Following approval by the BOCC, the Consolidated Plan will be submitted to HUD no later than 45 days prior to the start of the program year. Upon submission, all certifications of compliance will be included.

Substantial Amendments

If there are changes because of legislative authority or the Department of Housing and Urban Development (HUD) causes changes in rules, regulations and guidelines which impact the CDBG, HOME, or ESG Programs, said changes will supersede any/all of the provisions contained in this Citizen Participation Plan. In addition, any general or substantial amendment to any portion of the Consolidated Plan will follow HUD's prescribed notice and comment period requirements.

Prior to the submission of any substantial change in the proposed use of funds, citizens will have reasonable notice of, and the opportunity to comment on, the proposed amendment using the citizen participation methods outlined in this Citizen Participation Plan and/or other methods that result in effective notice and comment. Substantial amendments may be made up to six times per program year.

The following actions necessitate a substantial amendment to the Consolidated Plan:

- A change in the use of CDBG, HOME, ESG or other HUD funds from one activity to another.
- The elimination or addition of an activity originally described in the Annual Action Plan and/or Consolidated Plan.
- A change in the purpose of an activity originally described in the Annual Action Plan and/or Consolidated Plan, such as a change in the type of activity or its ultimate objective (i.e., a change in a construction project from housing to commercial).
- A meaningful change in the location of an activity originally described in the Annual Action Plan and/or Consolidated Plan.
- A change that increases or decreases funding or the cost of an activity, project or program by more than 20% of the funds that were originally allocated for that activity, project or program as originally described in the Annual Action Plan. (This does not

include activities, projects or programs that are completed under budget by more than 20%. In such cases, the unspent balance may go to existing previously approved activities.)

- A change required by Federal law or regulation.

PUBLIC HEARINGS

Substantial Amendments to the CDBG, HOME, or ESG activities shall require approval by the Manatee County BOCC. The BOCC shall hold a minimum of one public hearing for public input on any Substantial Amendments. In the event that Manatee County is closed to the public, virtual public meetings and hearings may be used instead. Check www.mymanatee.org for notices of all public meetings, including virtual hearings. Virtual hearings will be used in lieu of in-person hearing if national or local health authorities recommend social distancing and limit public gatherings for public health reasons. Prior to amending its Consolidated Plan for a new activity or a substantial change, the County will publish a notice of the substantial change in a newspaper of general circulation, on the County's website at www.mymanatee.org and in any widely disseminated smaller publications serving low- and moderate-income persons or special needs populations no less than 10 days prior to the hearing date to notify the public of their opportunity to attend the hearing and provide comment. When a smaller publication serving low- and moderate-income persons or special needs population is not available, the notice in the newspaper of general circulation will include a Spanish language notice.

COMMENT PERIOD

The public shall be given an opportunity to comment on any Substantial Amendments made to the County's Consolidated Plan or Annual Action Plan. After proper notice is given, a 30-day public review period will be required to obtain public comment prior to BOCC approval.

Copies of the draft Substantial Amendments will be made available for review by the Redevelopment and Economic Opportunity Department and on the County's website at www.mymanatee.org. Copies of the Substantial Amendments will be made available to interested citizens and organizations upon request.

***For HOME funding under FY 2020-2021 and earlier and CDBG funding under FY 2019-2020, FY 2020-2021, and the Coronavirus Aid, Relief, and Economic Security Act or CARES Act, Manatee County may provide a 5-day notice of proposed substantial amendments beginning April 24, 2020 as allowed under a HUD waiver.

***Special ESG funding under the CARES Act referred to as ESG-CV to address the COVID-19 pandemic does not apply to citizen participation requirements that would otherwise apply to ESG funds; however, the County will publish how the ESG-CV funding has or will be used on Manatee County website at www.mymanatee.org.

Performance Reports

Each year the County will issue a Performance Report showing the progress it has made in carrying out its Strategic Plan and Action Plan.

The Performance Report, or the Consolidated Annual Performance and Evaluation Report (CAPER), will include a description of the resources available, the investment of those resources, where those resources were spent geographically, persons assisted (including the racial and ethnic status of persons assisted), actions taken to further fair housing, and other actions indicated in the Strategic Plan and Action Plan. The County must send HUD a CAPER

by December 30 or within 90 days of the close of the program year. Manatee County's program year begins on October 1 and ends on September 30.

PUBLIC HEARINGS

The County will hold a minimum of one public hearing with the BOCC to consider any comments or views of citizens in relation to the published CAPER. A public notice shall be published in a local newspaper and on the County's website at www.myanatee.org no less than 10 days prior to the hearing date to notify the public of their opportunity to attend the hearing and provide comment.

COMMENT PERIOD

The County will receive comments and make all CAPERs available to the public at least 15 days prior to submission to HUD. The County will consider any comments or views of citizens received in writing or orally at public hearings in preparing the final version of CAPERs.

A summary of these comments will be attached to the Performance Report, upon completion of the final version to be submitted to HUD. HUD conducts a 30-day review of the CAPER after submission.

Copies of the draft CAPER will be made available for viewing by the Redevelopment and Economic Opportunity Department and located on the County's website at www.myanatee.org. Electronic copies of the CAPER will be provided to interested citizens and organizations, upon request.

Assessment of Fair Housing (AFH)

PUBLIC HEARINGS

In accordance with the Department of Housing and Urban Development (HUD) requirements, a minimum of one public hearing shall be held for public input for the AFH, prior to the draft document being made available for 30-day public comment. An additional public hearing shall be held within the noticed 30-day public comment period and prior to approval by the Board of County Commissioners.

PUBLIC NOTICE

The County will publish a notice of availability of the AFH for public review in a newspaper of general circulation, on the County's website at www.myanatee.org and in any widely disseminated smaller publications serving low- and moderate-income persons or special needs populations. The date of publication will be the beginning of a 30-day public comment period at the end of which a public hearing on the AFH will also be held.

The notice of availability shall include a summary of the AFH. The summary will describe the contents and purpose of the AFH, and will include a list of locations where copies of the entire AFH may be examined.

The summary will describe the contents and purpose of the AFH, and will include a list of locations where copies of the entire proposed AFH may be examined.

COMMENT PERIOD

Prior to the BOCC's approval of the AFH, a 30-day public comment period shall be held as required by HUD.

The County shall publish a draft of the AFH to be available during the 30-day comment period so that citizens have an opportunity to review the AFH prior to approval and submission to HUD. During the 30-day comment period, the Redevelopment and Economic Opportunity Department will receive written comments on the AFH from the public and will later include those comments and the County's responses in the final publication of the AFH.

Copies of the draft AFH will be available for review at the Central Library, South Manatee and Palmetto Branches of the Manatee County Public Library System. Upon request, the Redevelopment and Economic Opportunity Department of Manatee County will provide a reasonable number of additional copies to citizens and groups.

The Manatee County BOCC, as the elected authority of the citizens of Manatee County, has responsibility for the AFH. All public comments shall be reviewed and taken into consideration by the Board. The BOCC authorizes final publication of the AFH as well as their submission to HUD.

SUBMISSION OF PLAN

Following approval by the BOCC, the AFH will be submitted to HUD.

Consultation

During the development of the AFH and/or Consolidated Plan Year Manatee County will make every effort to consult with other public and private agencies that provide assisted housing, health services, and social services, including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. The agencies may include local Public Housing Authorities and the local Continuum of Care. Manatee County shall also consult with community-based and regionally-based organizations that represent protected class members and organizations that enforce fair housing laws when preparing both the AFH and the Consolidated Plan.

Consultation will also include coordination with regional government agencies in addition to adjacent units of general local government and local government agencies. This includes local government agencies with metropolitan-wide planning and transportation responsibilities.

Comments/Grievances

The County's Redevelopment and Economic Opportunity Department Director or designee will provide a timely written response to complaints, comments, and grievances, within 15 working days, where practicable.

Public Hearings/Public Notices

Manatee County will host, at a minimum, two public hearings with the BOCC annually during the Five-Year Consolidated Plan's term.

To receive public input prior to the adoption of the Annual Action Plan, the BOCC shall hold a minimum of one public hearing at the conclusion of the 30-day public comment period as required by HUD. A second BOCC public hearing will be held later in the program year to consider comments from citizens regarding the published Performance Report (CAPER).

To ensure that advance notice is provided to the public and that BOCC public hearings are accessible to persons with special needs, the County will:

- Publish a notice of the BOCC public hearing in a newspaper of general circulation, on the County's website and in any widely disseminated smaller publications serving low- and moderate- income persons or special needs populations 10 days prior to the day of the BOCC public hearing to allow interested parties to attend.
- Published notices in readable size and provide complete summary information on the purpose of the BOCC public hearing, the date, time and location of the BOCC public hearing, and contact information for persons who may have questions about the BOCC public hearing or who may require information regarding accessibility for persons with special needs.
- Provide a translator at the prior written request of an individual or organization representing non-English speaking persons. Written requests must be made to the Manatee County Redevelopment and Economic Opportunity Department, a minimum of five business days prior to BOCC public hearing dates.
- Disseminate this information at appropriate County libraries, government offices and public spaces.

Community Meetings

Manatee County will host, at a minimum, two community meetings with low- and moderate-income persons and special needs populations annually during the Five-Year Consolidated Plan's term to solicit comments on the strategies and proposed use of funds and to review program performance.

To ensure that advance notice is provided to the public and that community meetings are accessible to persons with special needs, the County will:

- Publish a notice of the community meeting in a newspaper of general circulation, on the County's website and in any widely disseminated smaller publications serving low- and moderate-income persons or special needs populations 10 days prior to the day of the community meeting to allow interested parties to attend.
- Publish notices in readable size and provide complete summary information on the purpose of the community meeting, the date, time and location of the community meeting, and contact information for persons who may have questions about the community meeting or who may require information regarding accessibility for persons with special needs.
- Disseminate this information at appropriate County libraries, government offices and public spaces.

Access to Information

Citizens, public agencies and other interested parties, including those most affected, will have the opportunity to receive information, and review and submit comments on any proposed submission concerning any of the following documents:

- The proposed Annual Action Plans
- The proposed Five-Year Consolidated Plan
- Proposed Substantial Amendments to either an Annual Action Plan or the Five-Year Consolidated Plan
- CAPER (Annual Performance Reports)
- The Citizens Participation Plan
- Assessment of Fair Housing (AFH)
- Other plans requiring submission to HUD

Copies of the previously identified documents will be made available at advertised public buildings and upon request from the Redevelopment and Economic Opportunity Department.

All correspondence, records, and minutes of BOCC public hearings will be retained in the Redevelopment and Economic Opportunity Department and by the Clerk of the Circuit Court. All input received through, or in association with, community meetings and workshops will be retained in the Redevelopment and Economic Opportunity Department only. Any pertinent information such as written proposals from a citizens group, etc., will be presented to the Redevelopment and Economic Opportunity Department staff for review and consideration. If assistance in reading or obtaining program records is needed, the Redevelopment and Economic Opportunity Department should be contacted at 941-749- 3029 or interested parties can access records at the Redevelopment and Economic Opportunity Department at 1112 Manatee Avenue West, 5th Floor, Bradenton, Florida, 34206.

Interested parties may also access many of the program documents at the Manatee County website, www.myanatee.org.

Technical Assistance

Technical assistance will be provided to citizens, citizen groups, non-profit organizations and agencies as needed in developing project proposals. Such assistance is available upon request from the Redevelopment and Economic Opportunity Department. Anyone needing technical assistance should contact the Manatee County Redevelopment and Economic Opportunity Department at 941-749-3029.

Anti-Displacement

The County has not, nor does it anticipate, funding any activities that will displace any residents or businesses. If displacement does occur, the residents or businesses displaced would be entitled to compensation and/or assistance under applicable Federal laws. Should the need for displacement ever arise, the County will officially notify the residents or businesses expected to be displaced as soon as practicable following approval of the activity. The notice will include a description of the proposed action, a discussion of how the resident or business owner might be affected, and information concerning their rights and benefits.

The County's Local Relocation and Anti-Displacement Policy provides more information on this subject. It is included in the Appendix of the Consolidated Plan.

Use of Plan

Manatee County will follow this Citizen Participation Plan in the development of the Consolidated Plan, any substantial amendments to the Consolidated Plan, Annual Action Plan, AFH, and the Performance Report.

For more information regarding the Consolidated Plan or to submit your comments:

Inquiries and complaints concerning the Consolidated Plan, any substantial amendments to the Consolidated Plan, Annual Action Plan, AFH, or the Performance Reports can be conveyed by contacting the County staff at:

Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West, 5th Floor
Bradenton, FL 34206

Telephone: 941-749-3029 • Fax: 941-742-5848

Telephone en Espanol: 941-749-3029

Manatee County, FL

Complaints and related comments on the programs may also be offered at the public hearings. Written complaints may also be made to the Jacksonville Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

U.S. Department of Housing and Urban Development

Community Planning and Development Division Charles Bennett Federal Building

400 West Bay Street, Suite 1015

Jacksonville, FL 32202

Telephone: 904-232-1777

Fax: 904-232-3617

Manatee County
Notice of Proposed Substantial Amendment to the
Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and
2019/20 Annual Action Plan Activities and
Notice of Public Hearing

In accordance with its Citizen Participation Plan, regulatory waivers authorized by the US Department of Housing and Urban Development (HUD), and HUD regulations, Manatee County is notifying the public of proposed changes to the Citizen Participation Plan, 2017-2022 Consolidated Plan, and activities found in the 2018/19 and 2019/20 Annual Action Plan. Affected activities are funded with Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) funds.

Notice of Substantial Amendment Availability

Manatee County has prepared a draft Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Action Plans. The Plan will be made available to the public on April 24, 2020. This notice is being published to make citizens aware that a formal 7 calendar day comment period commences on April 24, 2020 and will conclude on April 30, 2020. During this period, copies of the draft Substantial Amendments may be reviewed on the Manatee County website at www.mymanatee.org/departments/redevelopment_economic_opportunity/community_development/community_development_block_grant_c_d_b_g.

Written comments on Manatee County's Substantial Amendment to the 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Action Plans will be accepted through April 30, 2020. Please address your comments to:

Jennifer Yost, Community Development Project Manager
Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West
Bradenton, FL 34205
(941) 748-4501, ext. 6858
jennifer.yost@mymanatee.org

Notice of Public Hearing

There will be a public hearing with the Manatee County Board of County Commissioners regarding the Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Annual Action Plans, Proposed Use of Funds, and Proposed Budget on:

May 5, 2020
9:00 AM or as soon thereafter as can be heard
Manatee County Administration Building – 1st Floor Chambers
1112 Manatee Avenue West
Bradenton, FL 34205

This meeting will be conducted via Zoom Communications Media Technology as allowed under Executive Order 20-69 issued by the Office of Governor Ron DeSantis on March 20, 2020. The meeting can be viewed live on www.mymanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20.

Written public comments can be submitted at www.mymanatee.org/comment by Monday, May 4th, at 4:00 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

Provisions have also been made for any member of the public desiring to offer comments in person to have access to the meeting in the Honorable Patricia M. Glass Chambers on the first floor of the County Administration Building at 1112 Manatee Avenue West in downtown Bradenton.

The Board of County Commissioners of Manatee County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to and participation in programs, activities, meetings and public hearings. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org; TDD ONLY (941) 742-5802 and wait 60 seconds; FAX (941) 745-3790.

According to Florida Statutes Section 286.0105, a person deciding to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the above-referenced meeting or hearing, will need a record of the proceedings, and, for such purposes, it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Statement of Proposed Budget and Use of Funds

Sources of Funds

Community Development Block Grant Entitlement (CDBG)	\$ 57,152.00
Home Investment Partnership (HOME)	\$ 262,128.50
Community Development Block Grant CARES Act (CDBG-CV)	\$1,119,458.00
Emergency Solutions Grant CARES Act (ESG-CV)	\$ 567,783.00

Summary of Substantial Amendment Use of Funds

1. Add Disaster Response Strategy to the 2017-2020 Consolidated Plan; and
2. Amend Citizen Participation Plan to establish expedited procedures, as allowed by HUD Waivers, to draft, propose, or amend consolidated plans and annual action plans to respond quickly to the growing spread and effects of COVID-19.
3. Cancel the 19/20 CDBG 4commUNITY activity for \$57,152.00; and
4. Decrease 18/19 HOME Housing Rehabilitation/Replace activity for \$150,918.50
5. Decrease 19/20 HOME Housing Rehabilitation/Replace activity for \$111,210.00
6. Add the 18/19 HOME COVID-19 Response Program for \$150,918.50; and
7. Add the 19/20 HOME COVID-19 Response Program for \$111,210.00; and
8. Add the 19/20 CDBG COVID-19 Response Program for \$57,152.00; and
9. Add the 19/20 CDBG-CV COVID-19 Response Program for \$895,566.40; and
10. Add the 19/20 CDBG-CV Administration activity for \$223,891.60; and
11. Add the 19/20 ESG-CV Homeless Prevention, Rapid Rehousing and Case Management activity for \$511,004.70; and
12. Add the 19/20 ESG-CV Administration activity for \$56,778.30.

Publish Date: 04/24/20

BRADENTON HERALD

Bradenton.com

AFFIDAVIT OF PUBLICATION

Account #	Ad Number	Identification	PO	Amount	Cols	Depth
663162	0004628667		ition Plan, 2017-2022 Consolidate	\$730.24	2	14.00 In

Attention: Susan Bigham

MANATEE COUNTY GOVERNMENT/REDEVELOPMENT AND
ECONOMIC OPPORTUNITY DEPARTMENT
1112 MANATEE AVE W SUITE 300
BRADENTON, FL 34205

THE STATE OF TEXAS COUNTY OF DALLAS

Before the undersigned authority personally appeared CALANDRA DANIELS, who, on oath, says that she is a Legal Advertising Representative of The Bradenton Herald, a daily newspaper published at Bradenton in Manatee County, Florida; that the attached copy of the advertisement, being a Legal Advertisement in the matter of **Public Notice**, was published in said newspaper in the issue(s) of:

1 Insertion(s)

Published On:
April 23, 2020

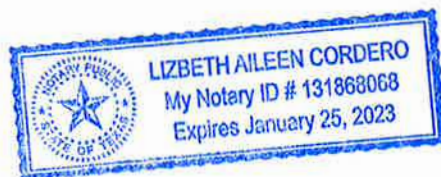
THE STATE OF FLORIDA COUNTY OF MANATEE

Affidavit further says that the said publication is a newspaper published at Bradenton, in said Manatee County, Florida, and that the said newspaper has heretofore been continuously published in said Manatee County, Florida, each day and has been entered as second-class mail matter at the post office in Bradenton, in said Manatee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that 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)

Sown to and subscribed before me this
23rd day of April in the year of 2020

SEAL & Notary Public



Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!

Manatee County
Notice of Proposed Substantial Amendment to the Citizen
Participation Plan, 2017-2022 Consolidated Plan, 2018/19
and 2019/20

Annual Action Plan Activities and
Notice of Public Hearing

In accordance with its Citizen Participation Plan, regulatory waivers authorized by the US Department of Housing and Urban Development (HUD), and HUD regulations, Manatee County is notifying the public of proposed changes to the Citizen Participation Plan, 2017-2022 Consolidated Plan, and activities found in the 2018/19 and 2019/20 Annual Action Plan. Affected activities are funded with Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) funds.

Notice of Substantial Amendment Availability

Manatee County has prepared a draft Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Action Plans. The Plan will be made available to the public on April 24, 2020. This notice is being published to make citizens aware that a formal 7 calendar day comment period commences on April 24, 2020 and will conclude on April 30, 2020. During this period, copies of the draft Substantial Amendments may be reviewed on the Manatee County website at www.myanatee.org/departments/redevelopment___economic_opportunity/community_development/community_development_block_grant___c_d_b_g_.

Written comments on Manatee County's Substantial Amendment to the 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Action Plans will be accepted through April 30, 2020. Please address your comments to:

Jennifer Yost, Community Development Project Manager
Manatee County Redevelopment and Economic Opportunity Department
1112 Manatee Avenue West
Bradenton, FL 34205
(941) 748-4501, ext. 6858
jennifer.yost@mymanatee.org

Notice of Public Hearing

There will be a public hearing with the Manatee County Board of County Commissioners regarding the Substantial Amendment to the Citizen Participation Plan, 2017-2022 Consolidated Plan, 2018/19 and 2019/20 Annual Action Plans, Proposed Use of Funds, and Proposed Budget on:

May 5, 2020

9:00 AM or as soon thereafter as can be heard
Manatee County Administration Building –
1st Floor Chambers
1112 Manatee Avenue West
Bradenton, FL 34205

This meeting will be conducted via Zoom Communications Media Technology as allowed under Executive Order 20-69 issued by the Office of Governor Ron DeSantis on March 20, 2020. The meeting can be viewed live on www.myanatee.org/mga and on Manatee Government Access (MGA) Spectrum channel 644, Verizon channel 30, and Comcast channel 20.

Written public comments can be submitted at www.myanatee.org/comment by Monday, May 4th, at 4:00 p.m. Be sure to include your name and submit your remarks by the meeting deadline. Commissioners may not receive your comments before the meeting if the form is submitted after the deadline.

Provisions have also been made for any member of the public desiring to offer comments in person to have access to the meeting in the Honorable Patricia M. Glass Chambers on the first floor of the County Administration Building at 1112 Manatee Avenue West in downtown Bradenton.

The Board of County Commissioners of Manatee County does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions, including one's access to and participation in programs, activities, meetings and public hearings. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act should contact Carmine DeMilio at (941) 792-8784 Ext. 8203 or carmine.demilio@mymanatee.org; TDD ONLY (941) 742-5802 and wait 60 seconds; FAX (941) 745-3790.

According to Florida Statutes Section 286.0105, a person deciding to appeal any decision made by the Board of County Commissioners with respect to any matter considered at the above-referenced meeting or hearing, will need a record of the proceedings, and, for such purposes, it may be necessary to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Statement of Proposed Budget and Use of Funds

Sources of Funds

Community Development Block Grant Entitlement (CDBG)	\$ 57,152.00
Home Investment Partnership (HOME)	\$ 262,128.50
Community Development Block Grant CARES Act (CDBG-CV)	\$1,119,458.00
Emergency Solutions Grant CARES Act (ESG-CV)	\$ 567,783.00

Summary of Substantial Amendment

Use of Funds

1. Add Disaster Response Strategy to the 2017-2020 Consolidated Plan; and
2. Amend Citizen Participation Plan to establish expedited procedures, as allowed by HUD Waivers, to draft, propose, or amend consolidated plans and annual action plans to respond quickly to the growing spread and effects of COVID-19.
3. Cancel the 19/20 CDBG 4commUNITY activity for \$57,152.00; and
4. Decrease 18/19 HOME Housing Rehabilitation/Replace activity for \$150,918.50
5. Decrease 19/20 HOME Housing Rehabilitation/Replace activity for \$111,210.00
6. Add the 18/19 HOME COVID-19 Response Program for \$150,918.50; and
7. Add the 19/20 HOME COVID-19 Response Program for \$111,210.00; and
8. Add the 19/20 CDBG COVID-19 Response Program for \$57,152.00; and
9. Add the 19/20 CDBG-CV COVID-19 Response Program for \$895,566.40; and
10. Add the 19/20 CDBG-CV Administration activity for \$223,891.60; and
11. Add the 19/20 ESG-CV Homeless Prevention, Rapid Rehousing and Case Management activity for \$511,004.70; and
12. Add the 19/20 ESG-CV Administration activity for \$56,778.30.

Publish Date: 04/23/2020

BRADENTON HERALD

Bradenton.com

AFFIDAVIT OF PUBLICATION

Account #	Ad Number	Identification	PO	Amount	Cols	Depth
663162	0004628670		ipación Ciudadana, Plan Consolida	\$730.24	2	14.00 In

Attention: Susan Bigham

MANATEE COUNTY GOVERNMENT/REDEVELOPMENT AND
ECONOMIC OPPORTUNITY DEPARTMENT
1112 MANATEE AVE W SUITE 300
BRADENTON, FL 34205

THE STATE OF TEXAS

COUNTY OF DALLAS

Before the undersigned authority personally appeared CALANDRA DANIELS, who, on oath, says that she is a Legal Advertising Representative of The Bradenton Herald, a daily newspaper published at Bradenton in Manatee County, Florida; that the attached copy of the advertisement, being a Legal Advertisement in the matter of **Public Notice**, was published in said newspaper in the issue(s) of:

1 Insertion(s)

Published On:

April 23, 2020

THE STATE OF FLORIDA

COUNTY OF MANATEE

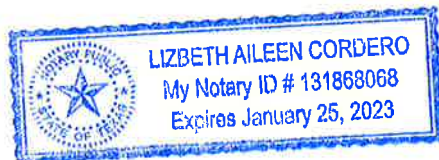
Affidavit further says that the said publication is a newspaper published at Bradenton, in said Manatee County, Florida, and that the said newspaper has heretofore been continuously published in said Manatee County, Florida, each day and has been entered as second-class mail matter at the post office in Bradenton, in said Manatee County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that 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)

Sown to and subscribed before me this
23rd day of April in the year of 2020

SEAL & Notary Public

Extra charge for lost or duplicate affidavits.
Legal document please do not destroy!



Condado de Manatee
Aviso de Propuesta de la Enmienda Sustancial para el
Plan de la Participación Ciudadana, Plan Consolidado 2017-2022,
Actividades del Plan de Acción Anual 2018/19 y 2019/20 y
Aviso de Audiencia Pública

De acuerdo con su Plan de Participación Ciudadana, las exenciones regulatorias autorizadas por el Departamento de Vivienda y Desarrollo Urbano de los EE. UU. (HUD) y las regulaciones de HUD, el Condado de Manatee está notificando al público sobre los cambios propuestos al Plan de Participación Ciudadana, Plan Consolidado 2017-2022, y actividades encontradas en el Plan de Acción Anual 2018/19 y 2019/20. Las actividades afectadas se financian con fondos de Subsidios Globales para el Desarrollo Comunitario (CDBG), El Programa de Asociación para Inversión en Vivienda (HOME Investment Partnership (HOME)) y la Subvención de Soluciones de Emergencia (ESG).

Aviso de disponibilidad de la Enmienda Sustancial

El Condado de Manatee ha preparado un borrador de Enmienda Sustancial para el Plan de la Participación Ciudadana, Plan Consolidado 2017-2022, Planes de Acción 2018/19 y 2019/20. El Plan se pondrá a disposición del público el 24 de abril del 2020. Este aviso se publica para informar a los ciudadanos del período formal de comentarios de 7 días del calendario comenzando el 24 de abril del 2020 y finalizará el 30 de abril del 2020. Durante este período, se pueden revisar copias del borrador de Enmiendas Sustanciales en el sitio web del Condado de Manatee en www.myanatee.org/departments/redevelopment_economic_opportunity/community_development/community_development_block_grant_c_d_b_g.

Los comentarios escritos sobre la Enmienda Sustancial del Condado de Manatee al Plan Consolidado 2017-2022, los Planes de Acción 2018/19 y 2019/20 se aceptarán hasta el 30 de abril del 2020. Dirija sus comentarios a:

Jennifer Yost, Community Development Project Manager
Manatee County Redevelopment and Economic Opportunity Department 1112 Manatee Avenue West Bradenton, FL 34205
(941) 748-4501, ext. 6858
jennifer.yost@mymanatee.org

Aviso de Audiencia Pública

Habrará una audiencia pública con la Junta de Comisionados del Condado de Manatee sobre la Enmienda Sustancial al Plan de Participación Ciudadana, el Plan Consolidado 2017-2022, los Planes de Acción Anuales 2018/19 y 2019/20, el Uso Propuesto de Fondos y el Presupuesto Propuesto el:

5 de mayo del 2020

8:00 a.m. o tan pronto como se pueda escuchar

Edificio de la Administración del Condado de Manatee - cámaras en el 1er piso
1112 Manatee Avenue West
Bradenton, FL 34205

Esta reunión se llevará a cabo a través de Zoom Communications Media Technology según lo permitido por la Orden Ejecutiva 20-69 emitida por la Oficina del Gobernador Ron DeSantis el 20 de marzo del 2020. La reunión se puede ver en vivo en www.myanatee.org/mga y en Acceso al Gobierno de Manatee (MGA) Spectrum canal 644, Verizon canal 30 y Comcast canal 20.

Los comentarios públicos por escrito se pueden enviar a www.myanatee.org/comment hasta el lunes 4 de mayo a las 4:00 p.m. Asegúrese de incluir su nombre y enviar sus comentarios antes de la fecha límite de la reunión. Los comisionados no pueden recibir sus comentarios antes de la reunión si el formulario se presenta después de la fecha límite.

También se han hecho provisiones para cualquier miembro del público que desee ofrecer comentarios en persona para tener acceso a la reunión en la Cámara de la Honorable Patricia M. Glass en el primer piso del Edificio de Administración del Condado en 1112 Manatee Avenue West en el centro (downtown) de Bradenton.

La Junta de Comisionados del Condado del Condado de Manatee no discrimina sobre la base del estado de discapacidad de ninguna persona. Esta política de no discriminación involucra todos los aspectos de las funciones de la Junta, incluyendo el acceso y la participación en programas, actividades, reuniones y audiencias públicas. Cualquier persona que requiera ajustes razonables para esta reunión, según lo dispuesto en la Ley de Estadounidenses con Discapacidades, debe comunicarse con Carmine DeMillo al (941) 792-8784 Ext. 8203 o carmine.demillo@mymanatee.org; TDD SOLAMENTE (941) 742-5802 y espere 60 segundos; FAX (941) 745-3790.

De acuerdo con la Sección 286.0105 de los Estatutos de la Florida, una persona que decida apelar cualquier decisión tomada por la Junta de Comisionados del Condado con respecto a cualquier asunto considerado en la reunión o audiencia mencionada anteriormente, necesitará un registro de los procedimientos y, para tales fines, puede ser necesario asegurar que se realice un registro literal de los procedimientos, cuyo registro incluye el testimonio y la evidencia en la que se basará la apelación.

Declaración del Presupuesto Propuesto y la Utilización de Fondos

Programa de Subsidios Globales para el Desarrollo Comunitario (CDBG)	\$ 57,152.00
Programa de Asociación para Inversión en Vivienda (HOME)	\$ 282,128.00
Programa de Subsidios Globales para el Desarrollo Comunitario Ley del CUIDADO (CDBG-CV)	\$ 1,119,458.00
Subvención para Soluciones de Emergencia Ley del CUIDADO (ESG-CV)	\$ 567,783.00

Resumen de Uso de Fondos de la Enmienda Sustancial

1. Agregar una estrategia de respuesta ante desastres al plan consolidado 2017-2020; y
2. Enmendar el Plan de participación ciudadana para establecer procedimientos acelerados, según lo permitido por las exenciones de HUD, para redactar, proponer o enmendar planes consolidados y planes de acción anuales para responder rápidamente a la creciente propagación y los efectos de COVID-19;
3. Cancelar la actividad 19/20 CDBG para la actividad comunitaria por \$ 57,152.00; y
4. Disminuir la actividad de rehabilitación / reemplazo de viviendas en el hogar 18/19 por \$ 150,918.50
5. Disminuir la actividad de rehabilitación / reemplazo de viviendas de 19/20 HOME por \$ 111,210.00
6. Agregar el programa de respuesta 18/19 HOME COVID-19 por \$ 150,918.50; y
7. Agregar el programa de respuesta 19/20 HOME COVID-19 por \$ 111,210.00;
8. Agregar el programa de respuesta 19/20 CDBG COVID-19 por \$ 57,152.00; y
9. Agregar el programa de respuesta 19/20 CDBG-CV COVID-19 por \$ 895,566.40; y
10. Agregar la actividad de administración 19/20 CDBG-CV por \$ 223,891.60; y
11. Agregar la actividad de Prevención de personas sin hogar, reubicación rápida y Manejo de casos 19/20 ESG-CV por \$ 511,004.70; y
12. Agregar la actividad de administración 19/20 ESG-CV por \$ 58,778.30

Fecha de Publicación: 23/04/2020

Substantial Amendment & CARES Act Funding in Response to Covid-19



Geri C. Lopez, Director
Jennifer Yost, Community Development Project Manager
Redevelopment and Economic Opportunity Department

May 5, 2020

CARES Act

- Coronavirus Aid, Relief, and Economic Security Act
- To prevent, prepare for, and respond to the coronavirus pandemic (COVID-19)
- Manatee County received:
 - \$1,119,458.00 CDBG-CV
 - \$567,783.00 ESG-CV



Substantial Amendment to HUD Plans

- Amend Citizen Participation Plan
- Amend 2017-2022 Consolidated Plan
- Change previously approved CDBG and HOME activities
- Allocate Supplemental CDBG-CV and ESG-CV funding



Funding Amounts

- \$57,152.00 CDBG (2019/20 Funding)
- \$262,128.50 HOME (2018/19 & 2019/19 Funding)
- \$1,119,458.00 CDBG-CV (CARES Act)
- \$567,783.00 ESG-CV (CARES Act)
- \$2,006,521.50 Total



Activities

- \$57,152.00 Homeless Outreach
- \$262,128.50 Emergency Rent & Utility Assistance
- \$400,000.00 Food Assistance
- \$50,000.00 Hygiene Stations
- \$49,200.00 Eviction/Foreclosure Prevention Legal Assistance
- \$250,000.00 Worker Retraining
- \$511,004.70 Homeless Prevention & Rapid Rehousing
- \$280,669.90 Administration (CDBG-CV & ESG-CV)
- \$146,366.40 Unallocated (to be determined later)



Public Participation - Applicable HUD Waivers

APPROVED in Open Session

**Manatee County Board of County
Commissioners**

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - April 21, 2020

4/21/2020

April 21, 2020 - Virtual Regular Meeting
Agenda Item #33

Subject

Authorization to Request Waivers from the U.S. Department of Housing and Urban Development (HUD) to Implement Programs Related to COVID-19

Briefings

None

Contact and/or Presenter Information

Jennifer Yost, Community Development Project Manager, X6858

Geri Lopez, Redevelopment and Economic Opportunity Director, X3937

Action Requested

Authorize County Administrator or designee to request use of regulatory waivers numbered 8, 9, 11, 12, and 13 in the memorandum authorized by US. Department of Housing and Urban Development for the Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19.

Enabling/Regulating Authority

24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the CDBG, ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

24 CFR Part 91 (Consolidated Plan regulations) Manatee County Citizen Participation Plan

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) programs.

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, the Secretary of HUD has found good cause to provide the regulatory waivers. HUD has authorized the waivers outlined in the attachment; future waivers may be issued.

To use each waiver, Manatee County must notify HUD and update the program records to include written documentation of the specific conditions that justify the recipient's use of the waiver, consistent with the justifications and applicability provisions. Manatee County will email the waiver notification to the Community Planning and Development Director of the HUD Jacksonville Field Office.

The following waivers are being requested for Manatee County for applicable plans:

- Waiver 8: Citizen Participation Public Comment Period for Consolidated Plan Amendment – Provides waiver of the regulatory requirement of a 30-day minimum public comment period on each substantial amendment to be no less than 5 days.
- Waiver 9: Citizen Participation Reasonable Notice and Opportunity to Comment – Provides for waiver of Manatee County Citizen Participation Plan requirements and to determine what constitutes reasonable notice and opportunity to comment given the circumstances and efforts to contain COVID-19.
- Waiver 11: Re-evaluation for Homelessness Prevention Assistance – Provides for a waiver on the frequency of re-evaluations for homelessness prevention assistance with ESG to be not less than once every 6 months rather than once every 3 months.
- Waiver 12: Housing Stability Case Management – Provides for waiver of required monthly case management services for ESG funded programs to not be held during the months of April and May.
- Waiver 13: Restriction of Rental Assistance to Units with Rent at or Below Fair Market Rate. Provides for the Fair Market Rate rent level restrictions to be waived for participants in ESG funding Rapid Rehousing or Homelessness Prevention assistance who executes a new lease during the months of April – September 2020.

Staff recommends authorizing the County Administrator or designee to email waiver request to HUD for applicable funding programs.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Emailed 4/21/2020

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

None

Amount and Frequency of Recurring Costs

None

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - April 21, 2020


Attachment: [COVID-19_Availability-of-Waivers-of-CPD-Grant-Program-and-Consolidated-Plan-Req.pdf](#)



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

MEMORADUM FOR: All Community Planning and Development Field Office Directors,
Deputy Directors and Program Managers

FROM:  Digitally signed
by JOHN GIBBS
Date: 2020.03.31
17:43:00 -04'00' John Gibbs, Assistant Secretary, Acting, D

SUBJECT: Availability of Waivers of Community Planning and Development
(CPD) Grant Program and Consolidated Plan Requirements to
Prevent the Spread of COVID-19 and Mitigate Economic Impacts
Caused by COVID-19

PURPOSE

This memorandum explains the availability of waivers of certain regulatory requirements associated with several CPD grant programs to prevent the spread of COVID-19 and to facilitate assistance to eligible communities and households economically impacted by COVID-19. This memorandum covers waivers of consolidated plan requirements for all CPD formula programs and program-specific waivers for the following CPD programs:

- Housing Opportunities for Persons with AIDS (HOPWA);
- Emergency Solutions Grant (ESG); and
- Continuum of Care (CoC).

This memorandum also announces a simplified notification process for recipients of these programs to use this waiver flexibility to expedite the delivery of assistance. CPD Field Office Directors, Deputy Directors, and Program Managers are instructed to inform CPD recipients operating within their jurisdictions of the content of this memorandum.

NOTIFICATION PROCESS

Recipients may use the waivers described in this memorandum to assist affected CPD program beneficiaries and CPD program eligible households to prevent the spread of COVID-19 and to mitigate against the economic impact caused by COVID-19 for eligible households. To use the waiver flexibility provided in this memorandum, the recipient must provide notification in writing, either through mail or e-mail, to the CPD Director of the HUD Field Office serving its jurisdiction no less than two days before the recipient anticipates using the waiver flexibility. Further directions on notifying HUD can be found in Attachment #1.

WAIVER AUTHORITY

In December 2019, a new coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-

19 that has now spread globally. The first case was reported in the United States in January 2020. In March 2020, the World Health Organization declared the coronavirus outbreak a pandemic and President Trump declared the outbreak a national emergency. During this time, the majority of states have declared states of emergency with most shutting down large gathering places and limiting the movement of their residents. As a consequence, many CPD recipients are facing challenges in ensuring appropriate shelter options are available for program participants who need to be separated from others because they are exhibiting symptoms, training staff on how to safely work with program participants and prevent spreading the virus, obtaining supplies to prevent the spread of the virus, and maintaining necessary staffing levels during the outbreak. Further, many program participants are suffering economic consequences from the mass shutdown of businesses and lack of availability of traditional mainstream benefits. A number of recipients have inquired about the availability of waivers of various CPD program requirements to facilitate assistance to program participants and prevent the spread of the virus.

In accordance with 24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

WAIVER AVAILABILITY

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, I hereby find good cause to provide the regulatory waivers below. To use each waiver, each recipient must follow the notification process described above and update its program records to include written documentation of the specific conditions that justify the recipient's use of the waiver, consistent with the justifications and applicability provisions below. Provisions that are not specifically waived remain in full effect.

CONTINUUM OF CARE PROGRAM

1. Fair Market Rent for Individual Units and Leasing Costs

Requirement:	Rent payments for individual units with leasing dollars may not exceed Fair Market Rent (FMR).
Citation:	24 CFR 578.49(b)(2)
Explanation:	The CoC Program regulation at 24 CFR 578.49(b)(2) prohibits a recipient from using grant funds for leasing to pay above FMR when leasing individual units, even if the rent is reasonable when compared to other similar, unassisted units.
Justification:	Waiving the limit on using grant leasing funds to pay above FMR for individual units above FMR, but not greater than the reasonable rent will

assist recipients in locating additional units to house individuals and families experiencing homelessness and reduce the spread and harm of COVID-19.

Applicability: The FMR restriction is waived for any lease executed by a recipient or subrecipient to provide transitional or permanent supportive housing during the 6-month period beginning on the date of this memorandum. The affected recipient or subrecipient must still ensure that rent paid for individual units that are leased with CoC Program leasing dollars meet the rent reasonableness standard in 24 CFR 578.49(b)(2).

2. Disability Documentation for Permanent Supportive Housing (PSH)

Requirement: A recipient providing PSH must serve individual and families where one member of the household has a qualifying disability (for dedicated projects and DedicatedPlus projects that individual must be the head of household). Further, the recipient must document a qualifying disability of one of the household members. When documentation of disability is the intake worker's observation, the regulation requires the recipient to obtain additional confirming evidence within 45 days.

Citation: 24 CFR 578.103(a) and 24 CFR 578.103(a)(4)(i)(B)

Explanation: 24 CFR 578.103(a) requires recipients to maintain records providing evidence they met program requirements and 24 CFR 578.103(a)(4)(i)(B) establishes the requirements for documenting disability for individuals and families that meet the "chronically homeless" definition in 24 CFR 578.3. Acceptable evidence of disability includes intake-staff recorded observations of disability that, no later than 45 days from the application for assistance, is confirmed and accompanied by evidence in paragraphs 24 CFR 578.103(a)(4)(i)(B)(1), (2), (3), or (5). HUD is waiving the requirement to obtain additional evidence.

Justification: Waiving 24 CFR 578.103(a)(4)(i)(B)(4) as specified below will allow recipients to house people by relying on intake staff-recorded observation of disability while providing recipients' intake staff with additional time to confirm the disability. This will help households with observed disabilities to be housed quickly and obtain the necessary documentation once healthcare workers are no longer inundated by COVID-19 responses.

Applicability: The requirement that intake staff-recorded observation of disability be confirmed and accompanied by other evidence no later than 45 days from the application for assistance documentation requirement is waived for any program participants admitted into PSH funded by the CoC Program for the 6-month period beginning on the date of this memorandum.

Note: For the purposes of individuals and families housed in PSH from the date of

this memorandum until public health officials determine no additional special measures are necessary to prevent the spread of COVID-19, a written certification by the individual seeking assistance that they have a qualifying disability is considered acceptable documentation approved by HUD under 24 CFR 578.103(a)(4)(i)(B)(5).

3. Limit on Eligible Housing Search and Counseling Services

- Requirement:** With respect to program participant's debts, 24 CFR 578.53(ed)(8)(ii)(B) only allows the costs of credit counseling, accessing a free personal credit report, and resolving personal credit issues. 24 CFR 578.53(d) limits the use of CoC Program funds for providing services to only those costs listed in the interim rule.
- Citation:** 24 CFR 578.53(e)(8)(ii)(B) and 578.53(d)
- Explanation:** 24 CFR 578.53(e)(8) allows recipients and subrecipients to use CoC funds to pay for housing search and counseling services to help eligible program participants locate, obtain, and retain suitable housing. For program participants whose debt problems make it difficult to obtain housing, 24 CFR 578.53(e)(8)(ii)(B) makes eligible the costs of credit counseling, accessing a free personal credit report, and resolving personal credit issues. However, payment of rental or utility arrears is not included as an eligible cost. 24 CFR 578.53(d) limits eligible supportive service costs to those explicitly listed in 24 CFR 578.53(e), which is a more limited list than is eligible under the McKinney-Vento Act.
- Justification:** Waiving the limitation of housing search and counseling eligible activities to allow recipients and subrecipients to pay for up to 6 months of rental arrears and 6 months of utility arrears will help recipients and subrecipients remove barriers to obtaining housing quickly and help reduce the spread and harm of COVID-19.
- Applicability:** The limitation on eligible housing search and counseling activities is waived so that CoC Program funds may be used for up to 6 months of a program participant's utility arrears and up to 6 months of program participant's rent arrears, when those arrears make it difficult to obtain housing. This waiver is in effect one-year beginning on the date of this memorandum.

4. Permanent Housing-Rapid Re-housing Monthly Case Management

- Requirement:** Recipients must require program participants of permanent housing – rapid re-housing projects to meet with a case manager at least monthly.
- Citation:** 24 CFR 578.37(a)(1)(ii)(F)

- Explanation:** The CoC Program interim rule at 24 CFR 578.37(a)(1)(ii)(F) requires program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability. The project is exempt from this requirement already if the Violence Against Women Act of 1994 (42 U.S.C. 13925 *et seq.*) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 *et seq.*) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services.
- Justification:** Recipients are reporting limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as-needed basis and reduce the possible spread and harm of COVID-19.
- Applicability:** This requirement in 24 CFR 578.37(a)(1)(ii)(F) that projects require program participants to meet with case managers not less than once per month is waived for all permanent housing- rapid re-housing projects for two months beginning on the date of this memorandum.

5. Housing Quality Standards (HQS) – Initial Physical Inspection of Unit

- Requirement:** Recipients are required to physically inspect any unit supported with leasing or rental assistance funds to assure that the unit meets housing quality standards (HQS) before any assistance will be provided on behalf of a program participant.
- Citation:** 24 CFR 578.75(b)(1)
- Explanation:** 24 CFR 578.75(b)(1) requires that recipients or subrecipients physically inspect each unit to assure that it meets HQS before any assistance will be provided for that unit on behalf of a program participant.
- Justification:** Waiving the physical initial inspection requirement 24 CFR 578.75(b)(1) as specified below will allow recipients to help prevent the spread of COVID-19.
- Applicability:** This waiver of the requirement in 24 CFR 578.75(b)(1) that the recipient or subrecipient physically inspect each unit to assure that the unit meets HQS before providing assistance on behalf of a program participant is in effect for 6-months beginning on the date of this memorandum for recipients and subrecipients that are able to meet the following criteria:

- a. The recipient is able to visually inspect the unit using technology, such as video streaming, to ensure the unit meets HQS before any assistance is provided; and
- b. The recipient or subrecipient has written policies to physically re-inspect the unit within 3 months after the health officials determine special measures to prevent the spread of COVID-19 are no longer necessary.

6. HQS – Re-Inspection of Units

Requirement:	Recipients or subrecipients must inspect all units for which leasing or rental assistance funds are used, at least annually to ensure they continue to meet HQS.
Citation:	24 CFR 578.75(b)(2)
Explanation:	24 CFR 578.75(b)(2) requires that recipients or subrecipients are required to inspect all units supported by leasing or rental assistance funding under the CoC Program at least annually during the grant period to ensure the units continue to meet HQS.
Justification:	Waiving the annual re-inspection 24 CFR 578.75(b)(2) requirement during this public health crisis as specified below will help allow recipients to prevent the spread of COVID-19.
Applicability:	This requirement in 24 CFR 578(b)(2) is waived for 1-year beginning on the date of this memorandum.

7. One-Year Lease Requirement

Requirement:	Program participants residing in PSH must be the tenant on a lease for a term of at least one year that is renewable and terminable for cause.
Citation:	24 CFR 578.3, definition of permanent housing, 24 CFR 578.51(l)(1)
Explanation:	The CoC Program regulation at 24 CFR 578.3, definition of permanent housing, and 24 CFR 578.51(l)(1) requires program participants residing in permanent housing to be the tenant on a lease for a term of one year that is renewable and terminable for cause.
Justification:	Waiving the one-year lease requirement as specified below will allow recipients to more quickly identify permanent housing for individuals and families experiencing homelessness, which is helpful in preventing the spread of COVID-19.
Applicability:	The one-year lease requirement is waived for six-months beginning on the

date of this memorandum, so long as the initial lease term of all leases is for more than one month.

CONSOLIDATED PLAN REQUIREMENTS

8. Citizen Participation Public Comment Period for Consolidated Plan Amendment

- Requirement:** 30-day Public Comment Period.
- Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401
- Explanation:** A CPD grantee may amend an approved consolidated plan in accordance with 24 CFR 91.505. Substantial amendments to the consolidated plan are subject to the citizen participation process in the grantee's citizen participation plan. The citizen participation plan must provide citizens with 30 days to comment on substantial amendments.
- Justification:** Given the need to expedite actions to respond to COVID-19, HUD waives 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) as specified below, in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning the proposed uses of CDBG, HOME, HTF, HOPWA or ESG funds.
- Applicability:** This 30-day minimum for the required public comment period is waived for substantial amendments, provided that no less than 5 days are provided for public comments on each substantial amendment. The waiver is available through the end of the recipient's 2020 program year. Any recipient wishing to undertake further amendments to prior year plans following the 2020 program year can do so during the development of its FY 2021 Annual Action Plan.

9. Citizen Participation Reasonable Notice and Opportunity to Comment

- Requirement:** Reasonable Notice and Opportunity to Comment.
- Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401
- Explanation:** As noted above, the regulations at 24 CFR 91.105 (for local governments) and 91.115 (for States) set forth the citizen participation plan requirements for recipients. For substantial amendments to the consolidated plan, the regulations require the recipient to follow its citizen participation plan to

provide citizens with reasonable notice and opportunity to comment. The citizen participation plan must state how reasonable notice and opportunity to comment will be given.

Justification: HUD recognizes the efforts to contain COVID-19 require limiting public gatherings, such as those often used to obtain citizen participation, and that there is a need to respond quickly to the growing spread and effects of COVID-19. Therefore, HUD waives 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401 as specified below to allow these grantees to determine what constitutes reasonable notice and opportunity to comment given their circumstances.

Applicability: This authority is in effect through the end of the 2020 program year.

EMERGENCY SOLUTIONS GRANTS PROGRAM

10. HMIS Lead Activities

Requirement: ESG funds may be used to pay the costs of managing and operating the HMIS, provided that the ESG recipient is the HMIS Lead.

Citation: 24 CFR 576.107(a)(2)

Explanation: To enable ESG-funded projects to participate in HMIS as required by section 416(f) of the McKinney-Vento Homeless Assistance Act, 24 CFR 576.107(a)(2) authorizes the use of ESG funds for managing and operating the HMIS (e.g., hosting and maintaining HMIS software or data, upgrading, customizing, and enhancing the HMIS), only where the ESG recipient is the HMIS Lead, as designated by the CoC.

Justification: Waiving the rule as specified below would allow more recipients to use ESG funding to upgrade or enhance the HMIS as needed to incorporate ESG program data related to COVID-19.

Applicability: The condition that the recipient must be the HMIS Lead to pay costs under 24 CFR 576.102(a)(2) is waived to the extent necessary to allow any recipient to use ESG funds to pay costs of upgrading or enhancing its local HMIS to incorporate data on ESG Program participants and ESG activities related to COVID-19. This waiver is in effect for 6-months beginning on the date of this memorandum.

11. Re-evaluations for Homelessness Prevention Assistance

Requirement: Homelessness prevention assistance is subject to re-evaluation of each program participant's eligibility need for assistance not less than once every 3 months.

Citation:	24 CFR 576.401(b)
Explanation:	The ESG regulations at 24 CFR 576.401(b) requires recipients or subrecipients providing homelessness prevention assistance to re-evaluate the program participant's eligibility, and the types and amounts of assistance the program participant needs not less than once every 3 months.
Justification:	Waiving re-evaluation requirement for homelessness prevention assistance as specified below is necessary to help program participants remain stable in housing during the economic uncertainty caused by COVID-19.
Applicability:	The required frequency of re-evaluations for homelessness prevention assistance under section 576.401(b) is waived for up to 2-years beginning on the date of this memorandum, so long as the recipient or subrecipient conducts the required re-evaluations not less than once every 6 months.

12. Housing Stability Case Management

Requirement:	Program participants receiving homelessness prevention or rapid re-housing assistance must meet with a case manager not less than once per month, unless certain statutory prohibitions apply.
Citation:	24 CFR 576.401(e)
Explanation:	Under 24 CFR 576.401(e), the recipients or subrecipients must require program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability, unless the Violence Against Women Act of 1994 or Family Violence Prevention and Services Act prohibits the recipient or subrecipient from making its shelter or housing conditional on the participant's acceptance of services.
Justification:	Recipients are reporting limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as needed basis and reduce the possible spread and harm of COVID-19.
Applicability:	This waiver is in effect for two months beginning on the date of this memorandum.

13. Restriction of Rental Assistance to Units with Rent at or Below FMR

Requirement:	Restriction of rental assistance to units with rent at or below FMR.
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Citation:	24 CFR 576.106(d)(1)
Explanation:	Under 24 CFR 576.106(d)(1), rental assistance cannot be provided unless the total rent is equal to or less than the FMR established by HUD, as provided under 24 CFR Part 888, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.
Justification:	Quickly moving people into permanent housing is especially critical in preventing the spread of COVID-19. Waiving the limit on rental assistance to rents that are equal to or less than the FMR, established by HUD, will assist recipients and subrecipients in more quickly locating additional units to house individuals and families experiencing homelessness.
Applicability:	The FMR restriction is waived for any individual or family receiving Rapid Re-housing or Homelessness Prevention assistance who executes a lease for a unit during the 6-month period beginning on the date of this memorandum. The ESG recipient or subrecipient must still ensure that the units in which ESG assistance is provided to these individuals and families meet the rent reasonableness standard.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

14. HOPWA – Self-Certification of Income and Credible Information on HIV Status

Requirement:	Source Documentation for Income and HIV Status Determinations.
Citation:	24 CFR 574.530, Recordkeeping
Explanation:	Each grantee must maintain records to document compliance with HOPWA requirements, which includes determining the eligibility of a family to receive HOPWA assistance.
Justification:	This waiver will permit HOPWA grantees and project sponsors to rely upon a family member's self-certification of income and credible information on their HIV status (such as knowledge of their HIV-related medical care) in lieu of source documentation to determine eligibility for HOPWA assistance of families and grantees affected by COVID-19.
Applicability:	Eligibility is restricted to a low-income person who is living with HIV/AIDS and the family of such person. This waiver is in effect for recipients who require written certification of the household seeking assistance of their HIV status and income, and agree to obtain source documentation of HIV status and income eligibility within 3 months of public health officials determining no additional special measures are necessary to prevent the spread of COVID-19.

15. HOPWA – FMR Rent Standard

- Requirement:** Rent Standard for Tenant-Based Rental Assistance (TBRA).
- Citation:** 24 CFR 574.320(a)(2), Rent Standard
- Explanation:** Grantees must establish rent standards for their tenant-based rental assistance programs based on FMR (Fair Market Rent) or the HUD-approved community-wide exception rent for unit size. Generally, the TBRA payment may not exceed the difference between the rent standard and 30 percent of the family's adjusted income.
- Justification:** This waiver of the FMR rent standard limit permits HOPWA grantees to establish rent standards, by unit size, that are reasonable, and based upon rents being charged for comparable unassisted units in the area, taking into account the location, size, type, quality, amenities, facilities, management and maintenance of each unit. Grantees, however, are required to ensure the reasonableness of rent charged for a unit in accordance with §574.320(a)(3).
- This waiver is required to expedite efforts to identify suitable housing units for rent to HOPWA beneficiaries and HOPWA-eligible families that have been affected by COVID-19, and to provide assistance to families that must rent units at rates that exceed the HOPWA grantee's normal rent standard as calculated in accordance with §574.320(a)(2).
- Applicability:** Such rent standards may be used for up to one year beginning on the date of this memorandum.

16. HOPWA – Property Standards for TBRA

- Requirement:** Property Standards for Tenant-Based Rental Assistance (TBRA)
- Citation:** 24 CFR 574.310(b), Housing Quality Standards
- Explanation:** This section of the HOPWA regulations provides that units occupied by recipients of HOPWA TBRA meet the Housing Quality Standards (HQS) established in this section.
- Justification:** This waiver is required to enable grantees and project sponsors to expeditiously meet the critical housing needs of the many eligible families that have been affected by COVID-19 while also minimizing the spread of the coronavirus.
- Applicability:** This waiver is in effect for one year beginning on the date of this memorandum for recipients and project sponsors that are able to meet the

following criteria:

- a. The recipient or project sponsor is able to visually inspect the unit using technology, such as video streaming, to ensure the unit meets HQS before any assistance is provided; and
- b. The recipient or subrecipient has written policies to physically re-inspect the unit after the health officials determine special measures to prevent the spread of COVID-19 are no longer necessary.

17. HOPWA Space and Security

Requirement: Adequate Space and Security.

Citation: 24 CFR 574.310(b)(2)(iii), Space and security

Explanation: This section of the HOPWA regulations provide that each resident must be afforded adequate space and security for themselves and their belongings.

Justification: This waiver is required to enable grantees and project sponsors operating housing facilities and shared housing arrangements the flexibility to use optional appropriate spaces for quarantine services of eligible households affected by COVID-19. Optional spaces may include the placement of families in a hotel/motel room where family members may be required to utilize the same space not allowing for adequate space and security for themselves and their belongings.

Applicability: This space and security requirement is waived for grantees addressing appropriate quarantine space for affected eligible households during the allotted quarantined time frame recommended by local health care professionals.

Attachment #1 to Memorandum:

Procedure for Using Available Waivers of Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19

This attachment provides further information on the process that grantees must follow to use the waiver flexibility provided in the memorandum.

Grantees must mail or email notification to the Community Planning and Development Director of the HUD Field Office serving the grantee.

The mail or email notification must be sent two days before the grantee anticipates using waiver flexibility, and include the following details:

- Requestor's name, title, and contact information;
- Declared-disaster area(s) where the waivers will be used;
- Date on which the grantee anticipates first use of the waiver flexibility; and
- A list of the waiver flexibilities the grantee will use:
 1. CoC Program - Fair Market Rent for Individual Units and Leasing Costs
 2. CoC Program - Disability Documentation for Permanent Supportive Housing (PSH)
 3. CoC Program – Limit on Eligible Housing Search and Counseling Services
 4. CoC Program - Permanent Housing-Rapid Re-housing Monthly Case Management
 5. CoC Program - Housing Quality Standards (HQS) – Initial Physical Inspection of Unit
 6. CoC Program - HQS – Re-Inspection of Units
 7. CoC Program – One-Year Lease Requirement
 8. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Public Comment Period for Consolidated Plan Amendment
 9. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Reasonable Notice and Opportunity to Comment
 10. ESG Program - HMIS Lead Activities
 11. ESG Program - Re-evaluations for Homelessness Prevention Assistance
 12. ESG Program - Housing Stability Case Management
 13. ESG Program - Restriction of Rental Assistance to Units with Rent at or Below FMR
 14. HOPWA Program – Self-Certification of Income and Credible Information on HIV Status
 15. HOPWA Program – FMR Rent Standard
 16. HOPWA Program – Property Standards for TBRA
 17. HOPWA Program - Space and Security

Jennifer Yost

From: Geri Lopez
Sent: Thursday, April 30, 2020 8:27 AM
To: CPD_COVID-19WaiverJAX@HUD.gov
Cc: Larry.M.Lopez@hud.gov; Jennifer Yost; Denise Thomas; Cheri Coryea
Subject: Request of Waivers per memo dated March 31, 2020 for Manatee County, FL

Dear Ms. Hill, CPD Director:

Manatee County is providing notice for the use of the waivers described within the U.S. Department of Housing and Urban Developments memorandum dated March 31, 2020 titled: Availability of Waivers of Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19. Please find below the required information as outline in the memorandum. If you have any questions, please contact me, Geri Lopez, Director of Redevelopment and Economic Opportunity at geri.lopez@mymanatee.org or (941) 749-3029 x3937.

Requestor's name, title, and contact information:

Betsy Benac, Chairman
Board of County Commissioners
Manatee County
P.O. Box 1000
Bradenton, FL 34206-1000
Phone: (941) 745-3700
betsy.benac@mymanatee.org

Declared-disaster area(s) where the waivers will be used: Manatee County, Florida

Date on which the Manatee County anticipates first use of the waiver flexibility: May 2, 2020

List of the waiver flexibilities Manatee County will use:

- Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Public Comment Period for Consolidated Plan Amendment
- Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Reasonable Notice and Opportunity to Comment
- ESG Program - Re-evaluations for Homelessness Prevention Assistance
- ESG Program - Housing Stability Case Management
- ESG Program - Restriction of Rental Assistance to Units with Rent at or Below FMR

Geri Campos Lopez, CEcD

Director, Redevelopment and Economic Opportunity
Manatee County Government
geri.lopez@mymanatee.org
(Office) (941) 749-3029 x3937
1112 Manatee Avenue West, Suite 510
Bradenton, Florida 34205



APPROVED in Open Session

**Manatee County Board of County
Commissioners**

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - May 5, 2020

5/5/2020

May 5, 2020 - Virtual Regular Meeting
Agenda Item #29

Subject

Authorization to Request Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic

Briefings

None

Contact and/or Presenter Information

Geri Lopez, Redevelopment and Economic Opportunity Director, x3937
Jennifer Yost, Community Development Project Manager, x6858

Action Requested

Authorize County Administrator or designee to request use of Regulatory Waivers and Suspensions of the HOME Program in the memorandum authorized by the U.S. Department of Housing and Urban Development for the HOME Program in Response to COVID-19 Pandemic.

Enabling/Regulating Authority

Section 290 of the Cranston-Gonzalez National Affordable Housing Act of 1990 (NAHA), as amended, authorizes HUD to suspend HOME statutory requirements to assist in addressing the damage in an area for which the President has issued a major disaster declaration under Title IV of the Stafford Act and to assist them in disaster recovery.

Upon determination of good cause, in accordance with 24 CFR 5.110, HUD may waive regulatory provisions subject to statutory limitations. These provisions provide HUD the authority to make waiver determinations for the HOME program.

Background Discussion

Manatee County is a participating jurisdiction (PJ) through the U.S. Department of Housing and Urban Development (HUD) for the HOME Investment Partnership (HOME) programs.

To provide additional flexibility to participating jurisdictions and better assist low-and very low-income households as they deal with the effects of the COVID-19 pandemic, the Secretary of HUD has found good cause to provide the suspensions and regulatory waivers. HUD has authorized the suspensions and waivers outlined in the two attached Memorandums; future waivers may be issued.

To use each suspension and waiver, Manatee County must send written notification via email to the Community Planning and Development Director of the HUD Jacksonville Field Office.

The following suspension and waivers are being requested for Manatee County for applicable plans:

Under Memo: Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic:

- Major Disaster Areas Waiver 1: 10% Administration and Planning Cap - Provides suspension and waiver

of the 10% limitation on the use of HOME funds and allows up to 25% of the FY 2019 and FY 2020 allocations to be expended for administrative and planning costs.

- Major Disaster Areas Waiver 2: CHDO Set-aside Requirement - Provides suspension and waiver of the 15% set aside of annual allocation of HOME funds for housing owned, developed, or sponsored by CHDOs and reduced the set aside to zero percent for the fiscal year 2017, 2018, 2019, and 2020 allocation.
- Major Disaster Areas Waiver 4: Matching Contribution Requirements – Provides suspension and waiver of a 25% match to the annual HOME funds drawn each year. This waiver reduces the match requirement by 100% and applies to funds expended between October 1, 2019, and September 30, 2021.
- Regulatory Waiver for all 1: Citizen Participation Reasonable Notice and Opportunity to Comment – Provides waiver of the regulatory requirement of a 30-day minimum public comment period on each substantial amendment to be no less than 5 days. Provides for waiver of Manatee County Citizen Participation Plan requirements and to determine what constitutes notice and opportunity to comment given the circumstances and efforts to contain COVID-19. This waiver is currently in effect for FY 2020 and earlier consolidated plans and action plans for HOME funds.
- Regulatory Waiver for all 2: Income Documentation – Provides waiver that initial income determination be made by examining source documentation. Allows for self-certification in lieu of source documentation for HOME rental units or Home tenant-based rental assistance programs. On-site rent and income reviews must be conducted within 90 days after the waiver period. Waiver period is currently in effect through December 31, 2020.
- Regulatory Waiver for all 4: Annual Inspection of Units Occupied by Recipients of HOME Tenant-Based Rental Assistance – Provides waiver of annual HQS re-inspections required to occur between April 10, 2020, and December 31, 2020. Inspections shall be conducted within 120 days following the end of the waiver period. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 8: Timeframe for a Participating Jurisdiction's Response to Findings of Noncompliance – Provides for waiver of required response timeline for all findings of noncompliance within 30 days. This waiver applies to all findings of HOME noncompliance issued from the date of April 10, 2020 – December 31, 2020. (Manatee County does not have any findings of noncompliance.)

Memo: Suspensions and Waivers to Facilitate Use of HOME-Assisted Tenant-Based Rental Assistance (TBRA) for Emergency and Short-term Assistance in Response to COVID-19 Pandemic

- Major Disaster Areas Waiver 1: Consolidated Plan – HOME Certification, Analysis of Local Market Conditions, and Citizen Participation – Provides for suspension and waiver of certification provision that TBRA assistance is an essential part of the Consolidated Plan based on an analysis of local market conditions. This suspension will eliminate the requirement to amend the Consolidated Plan to include an analysis of local market conditions prior to implementing a TBRA program and the certifications associated. This suspension and waiver is applicable to Manatee County's 2017-2022 Consolidated Plan and Annual Action Plans with funds programed to TBRA to address Housing needs related to the COVID-19 pandemic.
- Major Disaster Areas Waiver 2: Tenant Selection and Targeted Assistance – Provides for suspension and waiver of written tenant selection criteria for a TBRA program. The suspension and waiver are in effect through December 31, 2020.
- Regulatory Waiver for all 1: Duplication of Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic Regulatory Waiver 1.

- Regulatory Waiver for all 2: Rent Reasonableness: Provides for waiver of the requirement to conduct Rent Reasonableness Analysis for TBRA programs. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 3: Eligible TBRA Costs and Maximum TBRA Subsidy: Provides for waiver of limitations on the amount of rent and utilities that can be provided in a TBRA program. This waiver allows the TBRA program to pay the full cost of monthly utilities in addition to up to 100% for rental assistance and security deposits payments for TBRA families affected by the COVID-19 pandemic. This waiver also eliminates the need to establish utility allowance policies. This waiver is currently effective through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 4: Term of Rental Assistance Contract: Provides for waiver of the requirement that the rental assistance contract must begin on the first day of the term of the lease. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 5: Tenant Protections – Lease: Provides for waiver of the requirement that tenants assisted by TBRA have a lease that complies with requirements of 24 CFR 92.253 (a) and (b). Households that already have an executed lease may include one or more of the prohibited lease terms and amending leases creates an undue administrative burden and may disqualify some in-place tenants from receiving TBRA. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 6: Housing Quality Standards: Waiver of an initial Housing Quality Standards physical inspection required prior to providing rental assistance. Inspections shall be conducted within 120 days following the end of the waiver period. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic.
- Regulatory Waiver for all 7: Annual Inspection of Units Occupied by Recipients of HOME TBRA - Duplication of Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic Regulatory Waiver 4.
- Regulatory Waiver for all 8: Income Determination – Duplication of Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic Regulatory Waiver 2.

Staff recommends authorizing the County Administrator or designee to email suspension and waiver requests to HUD for applicable funding programs.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

None

Amount and Frequency of Recurring Costs

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - May 5, 2020

None

Attachment: [Availability-of-Waivers-and-Suspensions-of-the-HOME-Program.pdf](#)

Attachment: [Suspensions-and-Waivers-to-Use-HOME-Assisted-TBRA.pdf](#)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

April 10, 2020

MEMORANDUM FOR: All Community Planning and Development Field Office Directors,
Deputy Directors, and Program Managers

FROM: John Gibbs, Acting Assistant Secretary for Community Planning
and Development (D)

SUBJECT: Availability of Waivers and Suspensions of the HOME Program
Requirements in Response to COVID -19 Pandemic

This memorandum provides guidance and the necessary statutory suspensions and regulatory waivers to enable HOME participating jurisdictions (PJs) affected by the Coronavirus Disease 2019 (COVID-19) pandemic to use HOME funds to address immediate housing needs and to help prevent spread of the virus. The memorandum is divided into two sections. Section I addresses PJs located in areas covered by a major disaster declaration made under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). Section II describes regulatory waivers available to all HOME PJs, not just those included in a major disaster declaration. Provisions that are not specifically suspended or waived remain in full effect.

CPD Field Offices shall inform PJs of the availability of these suspensions and waivers. A PJ that intends to implement the HOME statutory suspensions and/or regulatory waivers identified below, must send written notification via e-mail to the CPD Division in its local HUD Field Office before it implements the waiver or suspension. This written notification must identify which suspensions and/or waivers the PJ plans to use.

Waiver and Suspension Authority

Section 290 of the Cranston-Gonzalez National Affordable Housing Act of 1990 (NAHA), as amended, authorizes HUD to suspend HOME statutory requirements to assist PJs in addressing the damage in an area for which the President has issued a major disaster declaration under Title IV of the Stafford Act and to assist them in disaster recovery.

Upon determination of good cause, in accordance with 24 CFR 5.110, HUD may waive regulatory provisions subject to statutory limitations. These provisions provide HUD the authority to make waiver determinations for the HOME program.

I. Statutory Suspensions and Regulatory Waivers Available Only to Major Disaster Areas

Pursuant to the authority provided in Section 290 of NAHA and 24 CFR 5.110, I hereby find good cause, as stated in the justifications that follow, to suspend the statutory provisions and waive the related regulatory provisions described below for PJs covered by a major disaster declaration under Title IV of the Stafford Act as a result of the COVID-19 pandemic. These suspensions and waivers are also available to any PJ that receives a major disaster declaration related to the COVID-

19 pandemic after the date of this memorandum. These suspensions and waivers are intended to provide maximum administrative flexibility to PJs and better assist low-and very low-income households as they deal with the effects of the COVID-19 pandemic.

1. 10% Administration and Planning Cap

Requirement:	Limitation on the Use of HOME Funds for Administrative Costs
Citations:	Section 212(c) of NAHA and 24 CFR 92.207
Explanation:	These provisions limit the amount of HOME funds that a PJ may use for administrative and planning costs associated with its HOME award. A PJ may expend up to 10 percent of its annual HOME allocation, plus any program income received, for administrative and planning costs. These provisions are suspended to enable the PJ to expend up to 25 percent of its FY 2019 and FY 2020 allocations and program income received for administrative and planning costs.
Justification:	This suspension is required to provide the PJ adequate funds to pay for the increased cost of administering HOME-related activities to address the effects of COVID-19, including attempts to prevent the spread of the virus. The suspension is also intended to relieve the PJ of the burden of identifying other general funds to pay HOME administrative and planning costs at a time when the State and local tax revenues that provide general operating revenue are decreasing.
Applicability:	This suspension and waiver applies to the FY 2019 and FY 2020 HOME allocations of PJs that are covered by a major disaster declaration.

2. CHDO Set-aside Requirement

Requirement:	Set-aside for Community Housing Development Organizations (CHDOs)
Citations:	Section 231 of NAHA and 24 CFR 92.300(a)(1)
Explanation:	These provisions establish a set-aside for CHDOs. The PJ must use 15 percent of each annual allocation of HOME funds only for housing owned, developed, or sponsored by CHDOs.
Justification:	The suspension and waiver are required to relieve the PJ of requirements that may impede the obligation and use of funds to expeditiously assist families affected by the COVID-19 pandemic. Suspension of the CHDO set-aside will immediately make additional HOME funds available for activities such as tenant-based rental assistance for which CHDO set-aside funds cannot be used.

Applicability: The CHDO set-aside requirement is reduced to zero percent for the fiscal year 2017, 2018, 2019, and 2020 allocations of State and local PJs.

3. Limits and Conditions on CHDO Operating Expense Assistance

Requirement: Operating Assistance for Community Housing Development Organizations (CHDOs)

Citations: Section 212(g) and 234(b) of NAHA; 24 CFR 92.208 and 24 CFR 92.300(e) and (f)

Explanation: Section 212(g) of NAHA and 24 CFR 92.208 limit the amount of CHDO operating assistance that a PJ may provide to 5% of each annual HOME allocation. Section 234(b) of NAHA and 24 CFR 92.300(f) limit the amount of CHDO operating assistance, in combination with certain other forms of assistance, that each CHDO may receive to the greater of 50% of its annual operating budget or \$50,000. 24 CFR 92.300(e) requires a CHDO receiving operating assistance that is not currently receiving CHDO set-aside funding for a specific project to be expected to receive such funding within 24 months.

These statutory provisions are suspended and regulatory provisions are waived to permit a PJ to provide up to 10% of its FY 2019 and FY 2020 HOME allocations as operating assistance to CHDOs and to permit a CHDO to receive funding to fill operating budget shortfalls, even if the amount exceeds the higher of \$50,000 or 50% of its annual operating budget. Furthermore, PJs will not be required to include a provision in the written agreement with the CHDO that the CHDO is expected to receive CHDO set-aside funds within 24 months of receiving the additional operating assistance, as required in 24 CFR 92.300(e).

Justification: The suspension and waiver of these requirements is required to ensure that CHDOs are able to maintain operations and retain staff capacity to own, develop and sponsor housing with CHDO set-aside funds to serve communities impacted by the COVID-19 pandemic.

Applicability: PJs in areas covered by a major disaster declaration may use up to 10% of their FY 2019 and FY 2020 allocations for CHDO operating assistance. A CHDO receiving increased operating assistance must use the assistance to maintain organizational capacity during the COVID-19 pandemic. CHDOs may receive increased operating assistance under these suspensions and waivers through June 30, 2021.

4. Matching Contribution Requirements

Requirement:	Reduction of Matching Contributions
Citation:	24 CFR 92.218 and 92.222(b)
Explanation:	The provisions of 24 CFR 92.218 and 24 CFR 92.222(b) require all HOME PJs to contribute throughout the fiscal year to housing that qualifies as affordable housing under the HOME program. The contributions must total no less than 25 percent of the HOME funds drawn from the PJ's HOME Investment Trust Fund Treasury account. The COVID-19 pandemic has drastically reduced economic activity, reducing state and local tax revenues and placing financial strain on PJs as they deliver urgently needed public health, emergency housing, education, community and social services. Reducing the matching requirement for PJs in areas covered by a major disaster declaration by 100 percent for FY 2020 and FY 2021 will ease the economic burden on PJs and eliminate the need for them to identify other sources of match for HOME activities.
Justification:	Given the urgent housing and economic needs created by COVID-19, and the substantial financial impact the PJ will face in addressing those needs, waiver of these regulations will relieve the PJ from the need to identify and provide matching contributions to HOME projects.
Applicability:	This match reduction applies to funds expended by a PJ located in Presidentially declared-disaster area between October 1, 2019 and September 30, 2021.

II. **Regulatory Waivers Available to All Participating Jurisdictions**

The following regulatory waivers are available to all PJs, not just those PJs covered by a major disaster declaration under Title IV of the Stafford Act. Pursuant to the authority provided in 24 CFR 5.110, I hereby waive the HOME regulatory requirements specified below for all HOME PJs.

1. Citizen Participation Reasonable Notice and Opportunity to Comment

Citation:	24 CFR 91.105(c)(2) and (k) (Local governments), 24 CFR 91.115(c)(2) and (i) (States), and, 24 CFR 91.235(e) (Insular areas) 24 CFR 91.401 (Consortia)
Explanation:	The regulations at 24 CFR 91.105(c)(2) and (k) (Local governments), 24 CFR 91.115(c)(2) and (i) (States), 24 CFR 91.235(e) (Insular Areas), and 24 CFR 91.401 (Consortia) set forth the citizen participation requirements for PJs. For substantial amendments to the consolidated plan, the regulations require the PJ to follow its citizen participation plan to provide citizens with reasonable notice and opportunity to comment. The citizen participation

plan must state how reasonable notice and opportunity to comment will be given. This waiver will permit PJs amending their plans as a result of the COVID-19 pandemic to reduce the comment period to 5 days.

Justification: Given the unprecedented economic disruptions caused by the COVID-19 pandemic, PJs may need to expeditiously reprogram HOME funds to activities that more directly meet their immediate housing needs, including reprogramming funds to cover increased administrative costs or away from other development activities. Requiring these PJs to complete the required public comment period would cause undue delays in the face of urgent and growing need. PJs must have the ability to respond immediately to the unprecedented housing need caused by the COVID-19 pandemic.

Applicability: This waiver is in effect for any necessary substantial amendments to FY 2020 and earlier consolidated plans or action plans.

2. Income Documentation

Requirement: Source Documentation for Income Determinations

Citations: 24 CFR 92.203(a)(1) and (2), 24 CFR 92.64(a) (Insular Areas)

Explanation: These sections of the HOME regulation require initial income determinations for HOME beneficiaries by examining source documents covering the most recent two months. 24 CFR 92.64(a) applies these requirements to Insular Areas.

Justification: This waiver permits the PJ to use self-certification of income, as provided at §92.203(a)(1)(ii), in lieu of source documentation to determine eligibility for HOME assistance of persons requiring emergency assistance related to COVID-19. Many families affected by actions taken to reduce the spread of COVID-19, such as business closures resulting in loss of employment or lay-offs, will not have documentation that accurately reflects current income and will not be able to qualify for HOME assistance if the requirement remains effective.

Applicability: The waiver applies to individuals and families that have lost employment or income either permanently or temporarily due to the COVID-19 pandemic and who are applying for admission to a HOME rental unit or a HOME tenant-based rental assistance program. This waiver also applies to homeless individuals and families who are applying for admission to a HOME rental unit or a HOME tenant-based rental assistance program. Timely provision of this assistance will reduce the spread of COVID-19.

If a PJ chooses to use this waiver availability, the PJ must ensure that self-certified income takes into consideration all income, including any

unemployment and emergency benefits the applicant will receive. However, for purposes of an applicant's self-certification, emergency tax relief (commonly referred to as stimulus payments) is not to be included as an emergency benefit. Also, the PJ must arrange to conduct on-site rent and income reviews within 90 days after the waiver period. The PJ must include tenant income certifications in each project file. This waiver remains in effect through December 31, 2020.

3. On-Site Inspections of HOME-assisted Rental Housing

- Requirement:** Ongoing Periodic Inspections of HOME-assisted Rental Housing
- Citation:** 24 CFR 92.504(d)(1)(ii) and 24 CFR 92.64(a) (Insular Areas)
- Explanation:** These provisions require that during the period of affordability PJs perform on-site inspections of HOME-assisted rental housing to determine compliance with the property standards at §92.251 and to verify the information submitted by the owners in accordance with the income and rent requirements of §92.252. On-site inspections must occur at least once every three years during the period of affordability. 24 CFR 92.64(a) applies these requirements to Insular Areas.
- Justification:** Waiving the requirement to perform ongoing on-site inspections will help protect PJ staff and limit the spread of COVID-19. To protect PJ staff and reduce the spread of COVID-19, this waiver extends the timeframe for PJs to perform on-going periodic inspections and on-site reviews to determine a HOME rental project's compliance with property standards and rent and income requirements.
- Applicability:** The waiver is applicable to ongoing periodic inspections and does not waive the requirement to perform initial inspections of rental properties upon completion of construction or rehabilitation. Within 120 days of the end of this waiver period, PJs must physically inspect units that would have been subject to on-going inspections during the waiver period. The waiver is also applicable to on-site reviews to determine a HOME rental project's compliance with rent and income requirements if the project owner is unable to make documentation available electronically. The waiver is in effect through December 31, 2020

4. Annual Inspection of Units Occupied by Recipients of HOME Tenant-Based Rental Assistance (TBRA)

- Requirement:** Annual Inspections of TBRA Units

Citation:	24 CFR 92.504(d)(1)(iii); 24 CFR 92.209(i) requirement for annual re-inspections and 24 CFR 92.64(a) (Insular Areas)
Explanation:	These provisions require PJs to annually inspect each unit occupied by a recipient of HOME TBRA. 24 CFR 92.64(a) applies these requirements to Insular Areas.
Justification:	Waiving the requirement that these annual inspections be performed according to schedule will protect the health of both inspectors and TBRA tenants by observing physical distancing recommendations to limit the spread of COVID-19.
Applicability:	The waiver is applicable to annual HQS inspections required to occur from the date of this memorandum through December 31, 2020. At the end of this waiver period, PJs must inspect units that would have been subject to HQS inspections during the waiver period within 120 days of the expiration of the waiver. In addition, PJs shall make reasonable efforts to address any tenant-reported health and safety issues during the waiver period.

5. Four-Year Project Completion Requirement

Requirement:	Four-Year Project Completion Deadline
Citation:	24 CFR 92.205(e)(2) and 24 CFR 92.64(a) (Insular Areas)
Explanation:	The provision requires that projects assisted with HOME funds be completed within 4 years of the date that HOME funds were committed. If the project is not complete, in accordance with the definition of “project completion” at 24 CFR 92.2, by the deadline, the project is involuntarily terminated in HUD’s Integrated Data Information System (IDIS), and the PJ must repay all funds invested in the project. The regulations permit a PJ to request an extension of the deadline for up to one-year. 24 CFR 92.64(a) applies these requirements to Insular Areas.
Justification:	This waiver is necessary to provide additional time to permit completion of HOME-assisted projects that may be delayed as a result of the impact of COVID-19 on project timelines. These delays may occur as a result of worker illnesses or efforts to reduce the spread of COVID-19, such as smaller construction crews or delays in local permitting or inspections due to government office closures.
Applicability:	This waiver applies to projects for which the 4-year project completion deadline will occur on or after the date of this memorandum. The completion deadlines for covered projects are extended to December 31, 2020.

6. Nine-Month Deadline for Sale of Homebuyer Units

- Requirement:** Qualification as Affordable Housing: Homeownership
- Citation:** 24 CFR 92.254(a)(3) and 24 CFR 92.64(a) (Insular Areas)
- Explanation:** This provision requires that a homebuyer housing unit developed with HOME funds have a ratified contract for sale to an eligible homebuyer within 9 months of the date of completion of construction or rehabilitation. If there is no ratified sales contract with an eligible homebuyer within 9 months of completion of construction or rehabilitation, the housing must be rented to an eligible tenant in accordance with §92.252. 24 CFR 92.64(a) applies these requirements to Insular Areas.
- Justification:** Many PJs will not be able to meet this deadline due to the effect the COVID-19 pandemic will have on the ability of eligible households to qualify for mortgages as a result of income losses or the inability to schedule inspections, titles searches, or closings during periods of business closures. The waiver is necessary to prevent the loss of homeownership opportunities for HOME-eligible families and temporarily suspend the required corrective action of repayment of HOME funds or conversion of the homebuyer units to rental housing.
- Applicability:** The waiver applies to projects for which the 9-month homebuyer sale deadline occurs on or after the date of this memorandum and extends the deadline for those projects to December 31, 2020. This waiver does not apply to the remaining requirements of the regulation, including that a homebuyer must receive housing counseling, and that a PJ must determine eligibility of a family by including the income of all persons living in the housing.

7. Use of HOME Funds for Operating Reserves for Troubled HOME Projects

- Requirement:** Troubled HOME Projects
- Citations:** 24 CFR 92.210(a) and (b) and 24 CFR 92.64(a) (Insular Areas)
- Explanation:** 24 CFR 92.210 establishes provisions to permit HOME rental projects that are not financially viable (i.e., projects for which operating costs significantly exceed operating revenue) to be preserved through the use of HOME funds to recapitalize project reserves. 24 CFR 92.210(a) requires HUD to review market needs, available resources, and the likelihood of long-term viability of the project before approving this use of HOME funds. 24 CFR 92.210(b) requires a written memorandum of agreement between HUD and the PJ as a precondition of this funding and certain

limitations on the amount of funding. 24 CFR 92.64(a) applies these requirements to Insular Areas.

Justification: The waiver is necessary to enable PJs to take rapid action to preserve the financial viability of HOME-assisted affordable rental projects currently under a HOME period of affordability. Because existing tenants in HOME units may be unable to meet their rent obligations due to the economic impact of the COVID-19 pandemic, HOME rental projects may experience operating deficits due to the sudden decrease in rental revenue.

Applicability: The waiver applies to HOME-assisted rental projects currently within the period of affordability established in the HOME written agreement. PJs will not be required to obtain HUD approval or execute a memorandum of agreement with HUD before providing this assistance. PJs may only exercise this waiver authority when the project owner agrees to forego: 1) any distributions of residual receipts resulting from the project throughout the waiver period and for a period of 6 months thereafter; 2) any right under the existing lease agreement or State or local law to pursue legal action against tenants of HOME-assisted units for non-payment of rent and the collection of any fees associated with late payments without prior approval of the PJ; and 3) any adverse credit reporting against tenants of HOME-assisted units for nonpayment of rent or fees without prior approval of the PJ.

The PJ may provide additional HOME funds to recapitalize operating deficit reserves for HOME-assisted rental projects if the PJ determines that the project is experiencing operating deficits related to the economic effects of the COVID-19 pandemic during the waiver period. The PJ may only provide this assistance to projects experiencing operating deficits that will not be covered by insurance or other sources (e.g., other private, local, state, or federal funds).

The maximum amount of HOME assistance that may be provided is equal to the total of the project's operating expenses, previously scheduled payments to a replacement reserve, and actual debt service (excluding debt service of loans in forbearance) multiplied by the proportionate share of HOME-assisted units to the total number of units in the project for the period beginning on April 1, 2020 and ending on December 31, 2020. Project operating expenses may be demonstrated by one of the following:

- The Owner's most recent year to date financials for the project;
- Certified project-level accounting records covering the most recent 3 months; and
- Copies of project-level bank statements covering the most recent 3 months.

Project operating expenses may also be adjusted due to COVID-19-related expenditures and foregone expenses due to social distancing measures and other COVID-19-related impacts. An owner may demonstrate these expenses with recent receipts, copies of work orders, revised budgets that have been certified by the project owner as true, accurate representations of current expenditures.

In order to take advantage of this waiver, PJs must amend the HOME written agreement with the project owner to include the amount of HOME funds that will be provided to an operating reserve (i.e., the proportion of total costs attributable to HOME units as described in the paragraph above), the costs eligible to be paid with HOME funds in the operating reserve (i.e., operating expenses, scheduled payments to a replacement reserve, and qualifying debt service), and the documentation the PJ is required to maintain to demonstrate the allowable amounts and eligibility of costs paid with the HOME funds in the operating reserve.

The written agreement must specify that the owner must forego: 1) any distributions of residual receipts during the period this waiver is in effect and for a period of 6 months thereafter; 2) any right under the existing lease agreement or State or local law to pursue legal action against tenants of HOME-assisted units for non-payment of rent and the collection of any fees associated with late payments without prior approval of the PJ; and 3) any adverse credit reporting against tenants of HOME-assisted units for nonpayment of rent or fees without prior approval of the PJ.

Within 6 months following the waiver period, the PJ must review the project's records of actual revenue and operating expenses, total amount of HOME funds expended from the operating reserve, and the eligibility of expenses by examining invoices and receipts. The written agreement must require the project owner to repay any expenditures for costs determined to be ineligible and any balance of HOME funds remaining in the reserve after December 31, 2020. Any HOME funds repaid to the PJ must be deposited in the local HOME account and reported as program income in IDIS.

The waiver is effective through December 31, 2020.

8. Timeframe for a Participating Jurisdiction's Response to Findings of Noncompliance

Requirement:	Corrective and Remedial Actions
Citations:	24 CFR 92.551(b)(1) and 24 CFR 92.64(a) (Insular Areas)
Explanation:	24 CFR 92.551(b)(1) requires that if HUD determines preliminarily that a PJ has not met a provision of the HOME regulations, the PJ must be notified and given an opportunity to respond within a time period prescribed by

HUD, not to exceed 30 days. 24 CFR 92.64(a) applies this requirement to Insular Areas.

Justification: The waiver is necessary to permit HUD to provide PJs with an extended period to respond to findings of noncompliance in recognition of the unanticipated circumstances created by the COVID-19 pandemic. While HUD must continue its oversight function for the HOME Program, requiring PJs to respond to all findings of noncompliance within 30 days may interfere with a PJ's ability to address the unprecedented housing needs caused by the COVID-19 pandemic.

Applicability: The waiver applies to all findings of HOME regulatory noncompliance issued from the date of this memorandum through December 31, 2020. In the notice of findings, HUD will specify a time period for the PJ's response based on the nature of the noncompliance and required corrective action(s). HUD may also, upon request by the PJ, extend time periods imposed before the date of this memorandum.

Questions regarding this waiver should be directed to Virginia Sardone, Director, Office of Affordable Housing Programs (OAHP), or your OAHP desk officer. Participating jurisdictions and other HOME Program participants should contact the CPD Division of their local HUD Field Office.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

April 10, 2020

MEMORANDUM FOR: All CPD Field Division Directors, Deputy Directors, and Program Managers

FROM: John Gibbs, Acting Assistant Secretary for Community Planning and Development (D)

SUBJECT: Suspensions and Waivers to Facilitate Use of HOME-Assisted Tenant-Based Rental Assistance (TBRA) for Emergency and Short-term Assistance in Response to COVID-19 Pandemic

This memorandum provides guidance and the necessary statutory suspensions and regulatory waivers to enable HOME participating jurisdictions (PJs) affected by the Coronavirus Disease 2019 (COVID-19) pandemic to use HOME tenant-based rental assistance (TBRA) funds to facilitate urgent housing assistance to the communities and families experiencing financial hardship. The memorandum is divided into two sections. Section I addresses PJs located in the areas covered by a major disaster declaration made under Title IV of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act). Section II describes regulatory waivers available to all HOME PJs not just those PJs included in a major disaster declaration. Provisions that are not specifically suspended or waived remain in full effect.

While HOME program funds are primarily a resource for the physical development of affordable housing, the Department recognizes that the COVID-19 pandemic has caused widespread economic damage and created an unprecedented need for housing assistance among individuals and families directly affected by these unanticipated economic changes. The suspensions and waivers provided in this memorandum will allow PJs to use HOME funds for TBRA to individuals and families experiencing financial hardship as a result of the COVID-19 pandemic, including 1) providing immediate rental assistance to individuals and families seeking housing, 2) assisting households that have housing but face reduced or lost wages, and 3) assisting existing TBRA families that need additional assistance due to reduced or lost wages.

CPD Field Offices shall inform PJs of the availability of these suspensions and waivers. A PJ that intends to implement the HOME statutory suspensions and/or regulatory waivers identified below must send written notification via e-mail to the CPD Division in its local HUD Field Office before it implements the waiver and/or suspension. This written notification must identify which suspensions and/or waivers the PJ plans to use.

Waiver and Suspension Authority

Section 290 of the Cranston-Gonzalez National Affordable Housing Act of 1990 (NAHA), as amended, authorizes HUD to suspend, respectively, HOME statutory requirements to assist PJs in addressing the damage in an area for which the President has issued a major disaster declaration under Title IV of the Stafford Act and to assist them in disaster recovery.

Upon determination of good cause, in accordance with 24 CFR 5.110, HUD may waive regulatory provisions subject to statutory limitations. These provisions provide HUD the authority to make waiver determinations for the HOME program.

I. Statutory Suspensions and Regulatory Waivers Available Only to Major Disaster Areas

Pursuant to the authority provided in Section 290 of NAHA and 24 CFR 5.110, I hereby find good cause, as stated in the justifications that follow, to suspend HOME statutory requirements and waive related regulatory requirements specified below for PJs covered by a major disaster declaration under the Title IV of the Stafford Act as a result of the COVID-19 pandemic.

Consolidated Plan – HOME Certification, Analysis of Local Market Conditions, and Citizen Participation

Citations: Section 212(a)(3)(A)(i) of NAHA and 24 CFR 92.209(b)
24 CFR 91.105(c)(2) and (k), 24 CFR 91.215(b)(1) and (e) and 24 CFR 91.225(d)(1) (Local governments),
24 CFR 91.115(c)(2) and (i), 24 CFR 91.315(b)(1) and (e) and 24 CFR 91.325(d)(1) (States),
24 CFR 91.401, 24 CFR 91.415 and 24 CFR 91.425(2)(i) (Consortia), and
24 CFR 91.235(e) and 24 CFR 92.61 (Insular Areas)

Explanation: Section 212(a)(3)(A)(i) of NAHA requires that a PJ that intends to use HOME funds for TBRA certify that the provision of such assistance is an essential part of its Consolidated Plan based on an analysis of local market conditions. This requirement is codified in 24 CFR 92.209(b) and for Insular Areas 24 CFR 92.61, as well as in the Consolidated Submissions for Community Planning and Development Programs regulations at 24 CFR 91.215(b)(1) and (e) and 91.225(d)(1) (for local governments), 24 CFR 91.315(b)(1) and (e) and 91.325(d)(1) (for States), and 24 CFR 91.415 and 91.425(2)(i) (for Consortia). When amending its Consolidated Plan, a PJ must follow the citizen participation plan it developed and adopted in accordance with 24 CFR 91.105(c)(2) and (k) (for local governments), 24 CFR 91.115(c)(2) and (i) (for States), 24 CFR 91.235(e) (Insular Areas), and 24 CFR 91.401 (for Consortia). The citizen participation plan must provide citizens with reasonable notice and an opportunity to comment. The citizen participation plan must state how reasonable notice and an opportunity to comment will be given and provide a period of not less than 30 calendar days to allow citizens to submit comments.

This suspension will eliminate: 1) the requirement for PJs to amend their Consolidated Plans to include or revise an analysis of local market conditions before implementing a TBRA program; and 2) the requirement that PJs certify that the use of HOME funds for TBRA is an essential element of the Consolidated Plan and that it has conducted an analysis of local needs. PJs that choose to use HOME TBRA to

address the urgent housing needs resulting from the COVID-19 pandemic may do so by amending their Annual Action Plan to reflect the use of HOME funds for TBRA without meeting these requirements.

Justification: Given the unprecedented economic disruptions and associated job losses caused by the COVID-19 pandemic, there is an urgent need for TBRA assistance in communities across the country. Requiring PJs to conduct an analysis of local market conditions, amend their Consolidated Plan, and complete the required public comment period would cause undue delays in commencing TBRA programs to address the urgent and growing need. PJs must have the ability to respond immediately to the unprecedented housing needs created by the COVID-19 pandemic.

Applicability: This suspension and regulatory waiver is applicable to a PJ's current 5-year Consolidated Plan and any Consolidated/Action Plans being amended to reprogram funds to TBRA to address housing needs related to the COVID-19 pandemic.

Tenant Selection and Targeted Assistance

Citation: Section 212(a)(3)(A)(ii) of NAHA, 24 CFR 92.209(c) and 24 CFR 92.64(a) (Insular Areas)

Explanation: Section 212(a)(3)(A)(ii) of NAHA requires a PJ to establish written tenant selection criteria for its TBRA program. In accordance with 24 CFR 92.209(c), or 24 CFR 92.64(a) for Insular Areas, those criteria must be consistent with the local housing needs and priorities established in the PJ's Consolidated Plan. This suspension will eliminate the need for PJs to develop or revise written tenant selection criteria and will allow PJs to assist individuals requiring immediate housing assistance as a result of the COVID-19 pandemic.

Justification: Given the sudden onset and severe effects of the COVID-19 pandemic, PJs could not anticipate the urgent, widespread housing needs created by the pandemic or reflect those needs and priorities in the Consolidated Plan. Suspending this provision will provide PJs with greater flexibility to expeditiously use TBRA as a resource to assist individuals and families affected by the COVID-19 pandemic.

Applicability: Suspending Section 212(a)(3)(A)(ii) of NAHA and waiving 24 CFR 92.209(c) and 24 CFR 92.64(a) for Insular Areas eliminates the requirement for PJs to establish new or revise existing tenant selection criteria for the HOME TBRA program. The statutory suspension and regulatory waiver are in effect through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic. However, a PJ must document its criteria for selecting individuals and families to be assisted by the TBRA program.

II. Regulatory Waivers Available to All Participating Jurisdictions

The following regulatory waivers are available to all PJs, not just those PJs covered by a major disaster declaration under Title IV of the Stafford Act. Pursuant to the authority provided in 24 CFR 5.110, I hereby waive the HOME regulatory requirements specified below for all HOME PJs.

Citizen Participation Reasonable Notice and Opportunity to Comment

Citation: 24 CFR 91.105(c)(2) and (k) (Local governments), 24 CFR 91.115(c)(2) and (i) (States), 24 CFR 91.235(e) (Insular Areas), and 24 CFR 91.401 (Consortia)

Explanation: The regulations at 24 CFR 91.105(c)(2) and (k) (Local governments), 24 CFR 91.115(c)(2) and (i) (States), 24 CFR 91.235(e) (Insular Areas), and 24 CFR 91.401 (Consortia) set forth the citizen participation requirements for PJs. For substantial amendments to the Consolidated Plan, the regulations require the PJ to follow its citizen participation plan to provide citizens with reasonable notice and opportunity to comment. The citizen participation plan must state how reasonable notice and opportunity to comment will be given. This waiver will permit PJs amending their plans as a result of the COVID-19 pandemic to reduce the comment period to 5 days.

Justification: Given the unprecedented economic disruptions caused by the COVID-19 pandemic, the need for this type of assistance in communities across the country is clear. Requiring these PJs to complete the required public comment period would cause undue delays in commencing TBRA programs to address an urgent and growing need. PJs must have the ability to respond immediately to the unprecedented housing need caused by the COVID-19 pandemic.

Applicability: This waiver applies to any approved Annual Action Plan being amended to reprogram funds to TBRA to address housing needs related to the COVID-19 pandemic.

Rent Reasonableness

Citations: 24 CFR 92.209(f) and 24 CFR 92.64(a) (Insular Areas)

Explanation: In accordance with the HOME regulations at 24 CFR 92.209(f), a PJ must disapprove a lease if the rent is not reasonable, based on an assessment of rents charged for comparable unassisted rental units. The HOME regulations at 24 CFR 92.64(a) applies this requirement to Insular Areas. This waiver will permit PJs to provide immediate rental assistance to individuals and families seeking housing and assist individuals and families that have housing but are experiencing reduced or lost wages, without requiring an assessment of rents charged for comparable unassisted rental units.

Justification: Given the unprecedented need for rental assistance for individuals facing financial hardship during the pandemic, requiring PJs to conduct a rent comparison prior to providing rental assistance presents an undue administrative burden. PJs must focus on providing immediate housing for income-eligible individuals currently not in stable housing, as well as assistance to income-eligible individuals that currently have housing, but are unable to pay rent and/or utilities due to lost or reduced wages. In the latter case, some households affected by sudden economic disruptions may be occupying housing with rents that would exceed a PJ's established rent reasonableness standard. Without this waiver, those households could not be assisted with HOME TBRA.

Applicability: This waiver is applicable to TBRA provided to individuals and tenant households experiencing financial hardship because of a reduction or loss of income. This requirement is waived through December 31, 2020, for TBRA provided in response to the COVID-19 pandemic. PJs using this waiver authority must execute a rental assistance contract with the owner or tenant.

Eligible Tenant-based Rental Assistance Costs and Maximum TBRA Subsidy

Citation: 24 CFR 92.209(a) and (h) and 24 CFR 92.64(a) (Insular Areas)

Explanation: The HOME regulations at 24 CFR 92.209(a) state that eligible TBRA costs include rental assistance and security deposit payments made to income-eligible households. PJs can also use HOME funds to provide utility deposit assistance if such assistance is provided in conjunction with TBRA or a security deposit payment. The amount of monthly utility costs included in HOME TBRA is limited by the utility allowance established by the PJ for its TBRA program, irrespective of whether those utilities are paid by the landlord or the tenant.

In accordance with 24 CFR 92.209(h), the maximum amount of monthly assistance a PJ may pay to, or on behalf of, a tenant, may not exceed the difference between the PJ's rent standard and 30 percent of the tenant's monthly adjusted income. The PJ must establish a minimum tenant contribution to rent, and a rent standard that is based on local market conditions or the subsidy standards under the Section 8 Housing Choice Voucher Program. The HOME regulations at 24 CFR 92.64(a) apply these requirements to Insular Areas.

This waiver will allow PJs to pay the full cost of monthly utilities in addition to rental assistance and security deposit payments for new and existing TBRA families affected by the COVID-19 pandemic. PJs may provide up to 100 percent subsidy for rent, security deposit payments, and utility bills paid by tenants affected by a reduction or loss of income from the COVID-19 pandemic. The waiver also eliminates the need for the PJ to establish utility allowances for different types and sizes of units for its TBRA program, which eliminates a significant administrative burden.

Justification: The COVID-19 pandemic has caused widespread loss or reduction of income, significantly affecting the financial stability of households, including existing TBRA families, and rendering many unable to pay rent and/or utilities. Households must be able to maintain the basic utilities required to ensure housing remains safe and sanitary. Permitting PJs to use HOME funds to pay for utilities will enable affected households to maintain decent, safe and sanitary housing, which necessarily requires electricity, water, and/or gas service during the pandemic.

As individuals experience financial hardship, the amount of assistance required to ensure they remain housed will often exceed the PJ's payment standard. In addition, individuals may be unable to pay the PJ's minimum required tenant contribution toward rent. Requiring PJ's to establish or revise payment standards and the minimum tenant contribution to rent policies in the current emergency would be burdensome and delay the provision of TBRA in response to the pandemic.

Applicability: This waiver is applicable to TBRA provided to individuals or families experiencing financial hardship, including existing TBRA families that have experienced a loss or reduction in income due to the COVID-19 pandemic. This requirement is waived through December 31, 2020, for rental assistance provided in response to the COVID-19 pandemic. PJs using this waiver authority must execute a rental assistance contract with the owner or tenant for a term mutually agreed upon by all parties, but not to exceed the December 31, 2020, waiver period. The PJ may make utility payments directly to the tenant or utility company based on utility bills submitted for the assisted unit, either by mail or electronically.

Term of Rental Assistance Contract

Citation: 24 CFR 209(e) and 24 CFR 92.64(a) (Insular Areas)

Explanation: The HOME regulations at 24 CFR 209(e) state that the term of the rental assistance contract must begin on the first day of the term of the lease. For a rental assistance contract between a PJ and an owner, the term of the contract must terminate upon termination of the lease. For a rental assistance contract between a PJ and a family, the term of the contract is not required to terminate upon the termination of the lease, but no payments may be made after lease termination until the family executes a new lease. The HOME regulations at 24 CFR 92.64(a) apply these requirements to Insular Areas. This waiver eliminates the requirement that the rental assistance contract must begin on the first day of the term of lease.

Justification: This waiver is necessary to enable PJs to assist tenants that are currently housed, including existing TBRA households, but have experienced sudden financial hardship as a result of the COVID-19 pandemic. Because affected households already have an executed lease, it is impossible for the TBRA contract to begin on the first day of the term of the lease

Applicability: This requirement is waived through December 31, 2020, for TBRA provided in

response to the COVID-19 pandemic. The PJ's requirement to execute a rental assistance contract with the owner or tenant is not waived. PJs using this waiver authority must execute a rental assistance contract with the owner or tenant for a term mutually agreed upon by all parties, but not to exceed the December 31, 2020, waiver period.

Tenant Protections – Lease

Citation: 24 CFR 92.209(g) and 24 CFR 92.64(a) (Insular Areas)

Explanation: The HOME regulations at 24 CFR 92.209(g) require that each HOME-assisted tenant have a lease that complies with the tenant protection requirements of 24 CFR 92.253(a) and (b). In accordance with 24 CFR 92.253(a), there must be a lease between the tenant and the owner of rental housing assisted with HOME TBRA. The lease must have a term of not less than one year, unless both parties mutually agree to a shorter period. The lease cannot contain any of the prohibited lease terms defined in 24 CFR 92.253(b). The HOME regulations at 24 CFR 92.64(a) apply these requirements to Insular Areas. This waiver will permit PJs to assist individuals currently housed but facing financial hardship, where an executed lease is already in place.

Justification: During the COVID-19 pandemic, PJs may assist individuals that are already in rental units but are unable to pay rent and/or utilities due to job loss or reduced wages. These individuals already have an executed lease that may include one or more of the prohibited lease terms included in 24 CFR 92.253(b). Requiring PJs to immediately execute or amend leases creates an undue administrative burden and may disqualify some in-place tenants from receiving TBRA.

Applicability: In response to the COVID-19 pandemic, the requirement that a tenant assisted by TBRA have a lease that complies with the requirements of 24 CFR 92.253(a) and (b) is waived through December 31, 2020, for rental assistance provided to tenants already housed who have an executed lease. PJs using this waiver authority are required to execute a rental assistance contract with the tenant for a term mutually agreed upon by all parties, but not to exceed the waiver period ending on December 31, 2020. PJs must still comply with all VAWA requirements contained in 24 CFR 92.359 by including, at a minimum, a lease addendum that addresses all VAWA requirements.

Housing Quality Standards

Citation: 24 CFR 92.209(i) and 24 CFR 92.64(a) (Insular Areas)

Explanation: The HOME regulations at 24 CFR 92.209(i) require that all housing occupied by households receiving HOME TBRA must meet the housing quality standards (HQS) at 24 CFR 982.401. The PJ is required to inspect the unit for compliance prior to occupancy and annually thereafter. The HOME regulations at 24 CFR 92.64(a)

apply these requirements to Insular Areas. This waiver will permit the PJ to rapidly house or assist individuals affected by the COVID-19 pandemic without requiring an initial HQS inspection.

Justification: The COVID-19 pandemic has created an unprecedented need for rental assistance for tenant households facing financial hardship. PJs must act quickly to address these needs and requiring HQS inspections of all units where HOME TBRA assistance is provided would create an administrative burden and reduce PJs' ability to respond timely to the housing needs created by the pandemic. In addition, requiring initial HQS inspections would increase housing inspectors' risk of contracting or spreading the COVID-19 virus.

Applicability: This waiver is applicable to TBRA provided to tenant households experiencing financial hardship. This requirement is waived through December 31, 2020, for rental assistance provided in response to the COVID-19 pandemic. The lead-safe housing requirements of 24 CFR part 35, subpart M, made applicable to units leased by recipients of HOME TBRA by the HOME regulation at 24 CFR 92.355, cannot be waived. Consequently, units built before 1978 must undergo visual evaluation and paint repair in accordance with 24 CFR Part 35, subpart M. PJs using this waiver authority must establish procedures to minimize the risk that tenants are in housing that does not meet HQS, as well as procedures for conducting physical inspections within 120 days following the end of the December 31, 2020, waiver period.

Annual Inspection of Units Occupied by Recipients of HOME TBRA

Citation: 24 CFR 92.504(d)(1)(iii); 24 CFR 92.209(i) and 24 CFR 92.64(a) (Insular Areas)

Explanation: Provisions require PJs to annually inspect each unit occupied by a recipient of HOME TBRA.

Justification: Waiving the requirement that these annual inspections be performed according to schedule will protect the health of both inspectors and tenants by observing physical distancing recommendations to limit the spread of COVID-19.

Applicability: The waiver is applicable to annual HQS re-inspections required to occur from the date of this memorandum through December 31, 2020. Within 120 days of the end of this waiver period, PJs must physically inspect units that would have been subject to HQS inspections during the waiver period.

Income Determinations

Citations: 24 CFR 92.203(a)(2) and 24 CFR 92.64(a) (Insular Areas)

Explanation: The HOME regulations at 24 CFR 92.203(a)(2) require the PJ to determine a TBRA tenant's annual income by examining at least 2 months of source

documentation evidencing income and projecting anticipated income forward for the next 12 months. The HOME regulations at 24 CFR 92.64(a) apply these requirements to Insular Areas. This waiver will permit PJs to follow the regulations at 24 CFR 92.203(a)(1)(ii) in lieu of requiring a review of source documentation. The HOME regulations at 24 CFR 92.203(a)(1)(ii) allow the PJ to obtain a written statement of the amount of the family's anticipated annual income and household size, along with a certification that the information is complete and accurate.

Justification: Given the rapid and unanticipated economic disruptions caused by the COVID-19 pandemic, source documentation from the past two months may not reflect the current financial circumstances of many households. Requiring PJs to determine an individual's annual income using source documentation would be administratively burdensome, may not reflect current or anticipated income, and may result in individuals or families being incorrectly disqualified from receiving TBRA.

Applicability: This waiver is applicable to TBRA provided to individuals or families experiencing financial hardship. This requirement is waived through December 31, 2020, for rental assistance provided in response to the COVID-19 pandemic. The PJ must ensure that the tenant's self-certification indicates how the tenant's financial situation has changed, (i.e., job loss or reduced wages), and includes all income, including any unemployment or emergency benefits received by the tenant as a result of the pandemic. However, for purposes of a tenant's self-certification, emergency tax relief (commonly referred to as stimulus payments) should not be included as an emergency benefit. The PJ must include tenant income certifications in each project file.

Questions regarding this waiver should be directed to Virginia Sardone, Director, Office of Affordable Housing Programs (OAHP), or your OAHP desk officer. Participating jurisdictions and other HOME Program participants should contact the CPD Division of their local HUD Field Office.

From: [Geri Lopez](#)
To: CPD_COVID-19WaiverJAX@HUD.gov
Cc: Larry.M.Lopez@hud.gov; [Jennifer Yost](#); [Denise Thomas](#); [Sharon McClellan](#); [Cheri Coryea](#)
Subject: Manatee County Request for Waivers for HOME Program under April 10 memos
Date: Thursday, May 7, 2020 1:58:36 PM
Attachments: [image001.png](#)

Dear Ms. Hill, CPD Director:

Manatee County is providing notice for the use of the waivers described within the U.S. Department of Housing and Urban Developments two memorandums dated April 10, 2020 titled: 1) Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID -19 Pandemic and 2) Suspensions and Waivers to Facilitate Use of HOME-Assisted Tenant-Based Rental Assistance (TBRA) for Emergency and Short-term Assistance in Response to COVID-19 Pandemic. Please find below the required information as outlined in the memorandum. If you have any questions, please contact me, Geri Lopez, Director of Redevelopment and Economic Opportunity at geri.lopez@mymanatee.org or (941) 749-3029 x3937.

Requestor's name, title, and contact information:

Betsy Benac, Chairman
Board of County Commissioners
Manatee County
P.O. Box 1000
Bradenton, FL 34206-1000
Phone: (941) 745-3700
betsy.benac@mymanatee.org

Declared-disaster area(s) where the waivers will be used: Manatee County, Florida

Date on which the Manatee County anticipates first use of the waiver flexibility: May 9, 2020

List of the waiver flexibilities Manatee County will use:

Under Memo: Availability of Waivers and Suspensions of the HOME Program Requirements in Response to COVID-19 Pandemic:

- Major Disaster Areas Waiver 1: 10% Administration and Planning Cap
- Major Disaster Areas Waiver 2: CHDO Set-aside Requirement
- Major Disaster Areas Waiver 4: Matching Contribution Requirements
- Regulatory Waiver for all 1: Citizen Participation Reasonable Notice and Opportunity to Comment
- Regulatory Waiver for all 2: Income Documentation
- Regulatory Waiver for all 4: Annual Inspection of Units Occupied by Recipients of HOME Tenant-Based Rental Assistance
- Regulatory Waiver for all 8: Timeframe for a Participating Jurisdiction's Response to Findings of Noncompliance

Under Memo: Suspensions and Waivers to Facilitate Use of HOME-Assisted Tenant-Based Rental Assistance (TBRA) for Emergency and Short-term Assistance in Response to COVID-19 Pandemic:

- Major Disaster Areas Waiver 1: Consolidated Plan – HOME Certification, Analysis of Local Market Conditions, and Citizen Participation
- Major Disaster Areas Waiver 2: Tenant Selection and Targeted Assistance
- Regulatory Waiver for all 1: Citizen Participation Reasonable Notice and Opportunity to Comment
- Regulatory Waiver for all 2: Rent Reasonableness
- Regulatory Waiver for all 3: Eligible TBRA Costs and Maximum TBRA Subsidy
- Regulatory Waiver for all 4: Term of Rental Assistance Contract
- Regulatory Waiver for all 5: Tenant Protections – Lease
- Regulatory Waiver for all 6: Housing Quality Standards
- Regulatory Waiver for all 7: Annual Inspection of Units Occupied by Recipients of HOME TBRA
- Regulatory Waiver for all 8: Income Determination

Geri Campos Lopez, CEcD

Director, Redevelopment and Economic Opportunity

Manatee County Government

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(Office) (941) 749-3029 x3937

1112 Manatee Avenue West, Suite 510

Bradenton, Florida 34205



APPROVED in Open Session

**Manatee County Board of County
Commissioners**

Bradenton Area Convention Center
One Haben Boulevard, Palmetto - North Center Hall
9:00 a.m. - June 16, 2020

6/16/2020

June 16, 2020 - Regular Meeting
Agenda Item #72

Subject

Authorization to Request Additional Waivers for Community Planning and Development (CPD) Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19

Briefings

None

Contact and/or Presenter Information

Geri Lopez, Redevelopment and Economic Opportunity Director, x3937

Jennifer Yost, Community Development Project Manager, x6858

Action Requested

Authorize County Administrator or designee to request use of Regulatory Waivers and Suspensions of the Consolidated Annual Performance and Evaluation Report (CAPER) for Community Planning and Development (CPD) Grant Programs in Response to the Spread of Coronavirus as authorized by the U.S. Department of Housing and Urban Development for the 2019 CAPER.

Authorize County Administrator or designee to request use of Regulatory Waivers and Suspensions of the Community Planning and Development (CPD) Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19 as authorized by the U.S. Department of Housing and Urban Development for the CDBG, HOME, ESG Programs, including CDBG-CV and ESG-CV.

Authorize the County Administrator or designee to approve future additional regulatory waiver and suspension requests and submit to HUD the request to use the additional Regulatory Waivers and Suspensions for Community Planning and Development (CPD) Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19 in order to expedite the delivery of services and programs.

Enabling/Regulating Authority

Section 290 of the Cranston-Gonzalez National Affordable Housing Act of 1990 (NAHA), as amended, authorizes HUD to suspend HOME statutory requirements to assist in addressing the damage in an area for which the President has issued a major disaster declaration under Title IV of the Stafford Act and to assist them in disaster recovery.

Upon determination of good cause, in accordance with 24 CFR 5.110, HUD may waive regulatory provisions subject to statutory limitations. These provisions provide HUD the authority to make waiver determinations for the CDBG, HOME, and ESG programs.

24 CFR Part 91 (Consolidated Plan regulations) Manatee County Citizen Participation Plan.

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and Emergency Solutions Grant (ESG) programs.

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist low and very-low income households, individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, the Secretary of HUD has found good cause to provide the regulatory waivers and suspensions. HUD has authorized the waivers outlined in the attachment; future waivers may be issued.

To use each suspension and waiver, Manatee County must send written notification via email to the Community Planning and Development Director of the HUD Jacksonville Field Office.

On April 21, 2020, the Board of County Commissioners authorized the request of use of waivers and suspensions outlined in HUD Memo dated March 31, 2020 for the ESG program. Notification to HUD was issued requesting use of Waivers numbered 11, 12, and 13.

- Waiver 11: Re-evaluation for Homelessness Prevention Assistance – Provides for a waiver on the frequency of re-evaluations for homelessness prevention assistance with ESG to be not less than once every 6 months rather than once every 3 months.
- Waiver 12: Housing Stability Case Management – Provides for waiver of required monthly case management services for ESG funded programs to not be held during the months of April and May.
- Waiver 13: Restriction of Rental Assistance to Units with Rent at or Below Fair Market Rate. Provides for the Fair Market Rate rent level restrictions to be waived for participants in ESG funding Rapid Rehousing or Homelessness Prevention assistance who executes a new lease during the months of April – September 2020.

HUD issued a new memo dated May 7, 2020 providing for the Availability of a Waiver and Alternate Requirements for the Consolidated Annual Performance and Evaluation Report (Performance Report) for Community Planning and Development (CPD) Grant Programs in Response to the Spread of Coronavirus. This waiver allows Manatee County to submit the 2019 CAPER within 180 days after the close of the program year rather than within 90 days after the close of the program year. This provides for additional time for subrecipients and staff to complete all administrative requirements for submission of the 2019 CAPER.

The following suspension and waivers to be requested for Manatee County from the May 7, 2020 HUD Memo:

- 2019 CAPER submission within 180 days of program year close.

HUD issued a new memo dated May 22, 2020 providing for the Availability of Additional Waivers for Community Planning and Development (CPD) Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19. The May 22, 2020 waiver provides for the extension of the waivers made available on March 31, 2020 for ESG and made them available with respect to ESG-CV funding as well.

The following suspension and waivers to be requested for Manatee County from the May 22, 2020 HUD Memo:

- To the extent that funding provided under the CARES Act for the ESG program is subject to the same requirements in 24 CFR part 576 that apply to ESG funding provided through annual appropriations, the

waivers made available on March 31, 2020 for ESG are made available with respect to the CARES Act funding for the same justifications and subject to the same conditions.

- Housing Stability Case Management - Provides for waiver of required monthly case management services for ESG and ESG-CV funded programs to not be held during the months of June, July and August.

Staff recommends authorizing the County Administrator or designee to email the Board of County Commissioner approved waiver request to HUD for applicable funding programs.

Staff recommends authorizing the County Administrator or designee to approve future additional regulatory waiver and suspension requests and submit to HUD the request to use the additional Regulatory Waivers and Suspensions for Community Planning and Development (CPD) Grant Programs to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19 in order to expedite the delivery of services and programs.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

N/A

Amount and Frequency of Recurring Costs

N/A

Attachment: [5.22.20 Memo - Additional Waivers for ESG.pdf](#)

Attachment: [BOCC Agenda - HUD Waivers 4.21.20.pdf](#)

Attachment: [5.7.20 Memo - Waiver - CAPER Submission Extension.pdf](#)



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

May 22, 2020

MEMORADUM FOR: All Community Planning and Development Field Office Directors,
Deputy Directors and Program Managers

FROM: John Gibbs, Assistant Secretary, Acting, D

SUBJECT: Availability of Additional Waivers for Community Planning and
Development (CPD) Grant Programs to Prevent the Spread of
COVID-19 and Mitigate Economic Impacts
Caused by COVID-19

PURPOSE

This memorandum explains the availability of waivers of certain regulatory requirements and one NOFA requirement associated with several CPD grant programs to prevent the spread of COVID-19 and to facilitate assistance to eligible communities and households economically impacted by COVID-19. This memorandum covers program-specific waivers for the following CPD programs:

- Housing Opportunities for Persons with AIDS (HOPWA);
- Continuum of Care (CoC);
- Youth Homelessness Demonstration Program (YHDP); and
- Emergency Solutions Grants Program

This memorandum also announces a simplified notification process for recipients of these programs to use this waiver flexibility to expedite the delivery of assistance. CPD Field Office Directors, Deputy Directors, and Program Managers are instructed to inform CPD recipients operating within their jurisdictions of the content of this memorandum.

NOTIFICATION PROCESS

Recipients may use the waivers described in this memorandum to assist affected CPD program beneficiaries and CPD program eligible households to prevent the spread of COVID-19 and to mitigate against the economic impact caused by COVID-19 for eligible households. To use the waiver flexibility provided in this memorandum, the recipient must provide notification in writing, either through mail or e-mail, to the CPD Director of the HUD Field Office serving its jurisdiction no less than two days before the recipient anticipates using the waiver flexibility. Further directions on notifying HUD can be found in Attachment #1.

WAIVER AUTHORITY

In December 2019, a new coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-19 that has now spread globally. The first case was reported in the United States in January 2020. In March 2020, the World Health Organization declared the coronavirus outbreak a pandemic and President Trump declared the outbreak a national emergency. During this time, the majority of states have declared states of emergency with most shutting down large gathering places and limiting the movement of their residents. As a consequence, many CPD recipients are facing challenges in ensuring appropriate shelter options are available for program participants who need to be separated from others because they are exhibiting symptoms, training staff on how to safely work with program participants and prevent spreading the virus, obtaining supplies to prevent the spread of the virus, and maintaining necessary staffing levels during the outbreak. Further, many program participants are suffering economic consequences from the mass shutdown of businesses and lack of availability of traditional mainstream benefits. A number of recipients have inquired about the availability of waivers of various CPD program requirements to facilitate assistance to program participants and prevent the spread of the virus.

In accordance with 24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. On March 31, 2020, CPD issued its first waivers of regulatory authority to help recipients prevent and mitigate the spread of COVID-19. This memorandum includes additional waivers for the ESG, CoC, YHDP, and HOPWA Programs.

WAIVER AVAILABILITY

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, I hereby find good cause to provide the regulatory waivers below. To use each waiver, each recipient must follow the notification process described above and update its program records to include written documentation of the specific conditions that justify the recipient's use of the waiver, consistent with the justifications and applicability provisions below. Provisions that are not specifically waived remain in full effect.

EMERGENCY SOLUTIONS GRANT PROGRAM

To the extent that funding provided under the CARES Act for the ESG program is subject to the same requirements in 24 CFR part 576 that apply to ESG funding provided through annual appropriations, the waivers made available on March 31, 2020 for ESG are made available with respect to the CARES Act funding for the same justifications and subject to the same conditions.

Additionally, the following housing stability case management waiver is made available with respect to all ESG grants, whether funded under the CARES Act or annual ESG appropriations.

1. Housing Stability Case Management

- Requirement:** Program participants receiving homelessness prevention or rapid re-housing assistance must meet with a case manager not less than once per month, unless certain statutory prohibitions apply.
- Citation:** 24 CFR 576.401(e)
- Explanation:** Under 24 CFR 576.401(e), the recipients or subrecipients must require program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability, unless the Violence Against Women Act of 1994 or Family Violence Prevention and Services Act prohibits the recipient or subrecipient from making its shelter or housing conditional on the participant's acceptance of services. As provided by the CARES Act, people experiencing homelessness cannot be required to receive treatment or perform any other prerequisite activities as a condition for receiving shelter, housing, or other services funded with ESG grants provided under the CARES Act. Accordingly, 24 CFR 576.401(e) does not apply to the extent the assistance is provided with CARES Act funding to people who qualified as homeless at the start of that assistance.
- Justification:** HUD originally waived this requirement for 2-months on March 31, 2020. Recipients are continuing to report limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as needed basis and reduce the possible spread and harm of COVID-19.
- Applicability:** This waiver is in effect for an additional three months beginning on the date of this memorandum.

CONTINUUM OF CARE PROGRAM and YOUTH HOMELESSNESS DEMONSTRATION PROGRAM

To the extent YHDP grants are subject to the same requirements in 24 CFR part 578 that apply to grants provided under the CoC Program, the same waivers made available on March 31, 2020 for grants provided under the CoC Program are made available to YHDP grants for the same justifications and subject to the same conditions. Additionally, the following waivers are available to CoC Program and YHDP recipients.

2. Permanent Housing Rapid Re-housing Limit to 24 Months of Rental Assistance

Requirement:	CoC Program funds may be used to provide short-term (up to 3 months) and/or medium-term (for 3 to 24 months) tenant-based rental assistance.
Citation:	24 CFR 578.37(a)(1)(ii), 24 CFR 578.37(a)(1)(ii)(C), and 24 CFR 578.51(a)(1)(i)
Explanation:	The CoC Program regulation at 24 CFR 578.37(a)(1)(ii) and 24 CFR 578.51(a)(1)(i) defines medium-term rental assistance as 3 to 24 months and 578.37(a)(1)(ii) and 24 CFR 578.37(a)(1)(ii)(C) limits rental assistance in rapid re-housing projects to medium-term rental assistance, or no more than 24 months.
Justification:	Waiving the limit on using rental assistance in rapid re-housing projects to pay more than 24 months will ensure that individuals and families currently receiving rapid re-housing assistance do not lose their assistance, and consequently their housing, during the COVID-19 public health crisis and the subsequent economic downturn. This will reduce the spread and harm of COVID-19 by enabling affected program participants to continue to socially isolate in their housing.
Applicability:	The 24-month rental assistance restriction is waived for program participants in a permanent housing rapid re-housing project who will have reached 24 months of rental assistance beginning on the date of this memorandum until a state or local public health official has determined special measures are no longer necessary to prevent the spread of COVID-19. Program participants who have reached 24 months of rental assistance during this time and who will not be able to afford their rent without additional rental assistance will be eligible to receive rental assistance until 3 months after a state or local public health official has determined that special measures are no longer necessary to prevent the spread of COVID-19.

3. Limit to be Eligible for DedicatedPLUS Project When Coming from Transitional Housing Being Eliminated

Requirement:	To be eligible for a DedicatedPLUS project an individual or family must meet the criteria of DedicatedPLUS in the Notice of Funding Availability under which the grant was awarded. One of the possible criteria is residing in transitional housing <i>that will be eliminated</i> and meeting the definition of chronically homeless in effect at the time in which the individual or family entered the transitional housing project.
Citation:	Section III.C.3.f.(2) of the FY 2018 CoC Program Competition NOFA and Section III.C.2.g.(2) of the FY 2019 CoC Program Competition NOFA.
Explanation:	Section III.C.3.f.(2) of the FY 2018 CoC Program Competition NOFA and Section III.C.2.g.(2) of the FY 2019 CoC Program Competition NOFA

define a DedicatedPLUS project as a PSH project where 100 percent of the beds are dedicated to serve individuals and families residing in one of six places at intake, including residing in a transitional housing project that will be eliminated.

Justification: Waiving the requirement within the definition of DedicatedPLUS project that the transitional housing project is being eliminated will expand permanent housing options available for people moving out of transitional housing and will make more transitional housing beds available to others who need it. Expanding permanent housing options for persons in transitional housing will assist in preventing the spread of COVID-19 by allowing more people to move off the streets and into transitional housing.

Applicability: The definition of DedicatedPLUS project is waived for DedicatedPLUS projects funded in the FY 2018 and FY 2019 CoC Program Competitions to allow these projects to serve individuals and families residing in transitional housing, whether it is being eliminated or not, as long as the individual or family met the definition of chronically homeless upon entry to the TH.

4. Assistance Available at Time of Renewal

Requirement: With respect to renewing CoC Program awards, 24 CFR 578.33(c) requires that assistance for a renewal period will be up to 100 percent of the amount available for supportive services and HMIS costs in the final year of the prior funding period, up to 100 percent of the amount for leasing and operating in the final year of the prior funding period adjusted in proportion to changes in FMR for the geographic area, and for rental assistance up to 100 percent of the result of multiplying the number and unit size(s) in the grant agreement by the number of months in the grant agreement and the applicable FMR.

Citation: 24 CFR 578.33(c)

Explanation: 24 CFR 578.33(c) requires that budget line item amounts a recipient is awarded for renewal in the CoC Program Competition will be based on the amounts in the final year of the prior funding period for the project.

Justification: Waiving the requirement that the renewal grant amount is based on the budget line items in the final year of the grant being renewed will allow recipients to amend their budgets temporarily to address the needs of its program participants in responding to COVID-19 (e.g., providing different supportive services necessitated by the pandemic or serving fewer people because of the layout of the housing does not meet local social distancing recommendations) without changing the original design of the project when it is not operating in a public health crisis and can resume normal operations.

- Applicability:** The requirement that the renewal grant amount be based on the budget line items in the final year of the grant being renewed is waived for all projects that amend their grant agreement between March 31, 2020 and October 1, 2020 to move funds between budget line items in a project in response to the COVID-19 pandemic. Recipients may then apply in the next FY CoC Program Competition based on the budget line items in the grants before they were amended.
- Notification:** Recipients utilizing this waiver flexibility do not need to follow the notification process outlined in Attachment #1. Instead, HUD will consider any grant agreement amendment executed between March 31, 2020 and October 1, 2020 to move funds between budget line items in response to the COVID-19 pandemic as notification to HUD.

5. Permanent Housing-Rapid Re-housing Monthly Case Management

- Requirement:** Recipients must require program participants of permanent housing – rapid re-housing projects to meet with a case manager at least monthly.
- Citation:** 24 CFR 578.37(a)(1)(ii)(F)
- Explanation:** The CoC Program interim rule at 24 CFR 578.37(a)(1)(ii)(F) requires program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability. The project is exempt from this requirement already if the Violence Against Women Act of 1994 (42 U.S.C. 13925 *et seq.*) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 *et seq.*) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services.
- Justification:** HUD originally waived this requirement for 2-months beginning March 31, 2020. Recipients are continuing to report limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as-needed basis and reduce the possible spread and harm of COVID-19.
- Applicability:** This requirement in 24 CFR 578.37(a)(1)(ii)(F) that projects require program participants to meet with case managers not less than once per month is waived for all permanent housing- rapid re-housing projects for an additional three months beginning on the date of this memorandum.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

6. HOPWA – Time Limits for Short-Term Housing Facilities and Short-Term Rent,

Mortgage, and Utility Payments

Requirement:	Time Limits for Short-Term Supported Housing
Citation:	24 CFR 574.330(a)(1), Time Limits
Explanation:	A short-term supported housing facility may not provide residence to any individual for more than 60 days during any six-month period. Short-Term Rent, Mortgage, and Utility (STRMU) payments to prevent the homelessness of the tenant or mortgagor of a dwelling may not be provided for costs accruing over a period of more than 21 weeks in any 52-week period.
Justification:	This waiver is required to prevent homelessness or discharge to unstable housing situations for households residing in short-term housing facilities or units assisted with STRMU if permanent housing cannot be achieved within the time limits specified in the regulation.
Applicability:	<p>On an individual household basis, grantees or project sponsors may assist eligible households for a period that exceeds the time limits specified in the regulations. A short-term supported housing facility may provide residence to any individual for a period of up to 120 days in a six-month period. STRMU payments to prevent the homelessness of the tenant or mortgagor of a dwelling may be provided for costs accruing up to 52 weeks in a 52-week period.</p> <p>This waiver is in effect for one year beginning on the date of this memorandum for grantees and project sponsors that are able to meet the following criteria:</p> <ol style="list-style-type: none"> The grantee or project sponsor documents that a good faith effort has been made on an individual household basis to assist the household to achieve permanent housing within the time limits specified in the regulations but that financial needs and/or health and safety concerns have prevented the household from doing so; and The grantee or project sponsor has written policies and procedures outlining efforts to regularly reassess the needs of assisted households as well as processes for granting extensions based on documented financial needs and/or health and safety concerns.

7. HOPWA – Property Standards

Requirement:	Property Standards for HOPWA
Citation:	24 CFR 574.310(b), Housing Quality Standards
Explanation:	This section of the HOPWA regulations provides that all housing assisted

with acquisition, rehabilitation, conversion, lease, or repair; new construction of single room occupancy dwellings and community residences; project or tenant-based rental assistance; or operating costs must meet the applicable housing quality standards outlined in the regulations.

Justification: This waiver is required to enable grantees and project sponsors to expeditiously meet the critical housing needs of the many eligible families that have been affected by COVID-19 while also minimizing the spread of coronavirus.

Applicability: This waiver is in effect for one year beginning on the date of this memorandum for grantees and project sponsors that are able to meet the following criteria:

- a. The grantee or project sponsor is able to visually inspect the unit using technology, such as video streaming, to ensure the unit meets HQS before any assistance is provided; and
- b. The grantee or project sponsor has written policies to physically reinspect the unit after the health officials determine special measures to prevent the spread of COVID-19 are no longer necessary.

8. HOPWA – FMR Rent Standard

Requirement: Rent Standard for HOPWA Rental Assistance

Citation: 24 CFR 574.320(a)(2), Rent Standard

Explanation: Grantees must establish rent standards for their rental assistance programs based on FMR (Fair Market Rent) or the HUD-approved community-wide exception rent for unit size. Generally, the rental assistance payment may not exceed the difference between the rent standard and 30 percent of the family's adjusted income.

Justification: This waiver of the FMR rent standard limit permits HOPWA grantees to establish rent standards, by unit size, that are reasonable, and based upon rents being charged for comparable unassisted units in the area, taking into account the location, size, type, quality, amenities, facilities, management and maintenance of each unit. Grantees, however, are required to ensure the reasonableness of rent charged for a unit in accordance with §574.320(a)(3).

This waiver is required to expedite efforts to identify suitable housing units for rent to HOPWA beneficiaries and HOPWA-eligible families that have been affected by COVID-19, and to provide assistance to families that must rent units at rates that exceed the HOPWA grantee's normal rent standard as calculated in accordance with §574.320(a)(2).

Applicability: Such rent standards may be used for up to one year beginning on the date of this memorandum.

Attachment #1 to Memorandum:**Procedure for Using Available Waivers of Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19**

This attachment provides further information on the process that grantees must follow to use the waiver flexibility provided in the memorandum.

Grantees must email notification to the Community Planning and Development Director of the HUD Field Office serving the grantee.

The email notification must be sent two days before the grantee anticipates using waiver flexibility, and include the following details:

- Requestor's name, title, and contact information;
- Date on which the grantee anticipates first use of the waiver flexibility; and
- A list of the waiver flexibilities the grantee will use:
 1. ESG Program – Housing Stability Case Management
 2. CoC Program and YHDP - Permanent Housing Rapid Re-housing Limit to 24 Months of Rental Assistance
 3. CoC Program NOFA Requirement– Limit to be Eligible for DedicatedPLUS Project When Coming from Transitional Housing (TH) that TH Must be Being Eliminated
 5. CoC – Permanent Housing – Rapid Re-housing Monthly Case Management
 6. HOPWA – Time Limits for Short-Term Housing Facilities and Short-Term Rent, Mortgage, and Utility Payments
 7. HOPWA – Property Standards
 8. HOPWA – FMR Rent Standard

APPROVED in Open Session

**Manatee County Board of County
Commissioners**

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - April 21, 2020

4/21/2020

April 21, 2020 - Virtual Regular Meeting
Agenda Item #33

Subject

Authorization to Request Waivers from the U.S. Department of Housing and Urban Development (HUD) to Implement Programs Related to COVID-19

Briefings

None

Contact and/or Presenter Information

Jennifer Yost, Community Development Project Manager, X6858

Geri Lopez, Redevelopment and Economic Opportunity Director, X3937

Action Requested

Authorize County Administrator or designee to request use of regulatory waivers numbered 8, 9, 11, 12, and 13 in the memorandum authorized by US. Department of Housing and Urban Development for the Community Planning and Development (CPD) Grant Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19.

Enabling/Regulating Authority

24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the CDBG, ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

24 CFR Part 91 (Consolidated Plan regulations) Manatee County Citizen Participation Plan

Background Discussion

Manatee County is an entitlement community through the U.S. Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) programs.

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, the Secretary of HUD has found good cause to provide the regulatory waivers. HUD has authorized the waivers outlined in the attachment; future waivers may be issued.

To use each waiver, Manatee County must notify HUD and update the program records to include written documentation of the specific conditions that justify the recipient's use of the waiver, consistent with the justifications and applicability provisions. Manatee County will email the waiver notification to the Community Planning and Development Director of the HUD Jacksonville Field Office.

The following waivers are being requested for Manatee County for applicable plans:

- Waiver 8: Citizen Participation Public Comment Period for Consolidated Plan Amendment – Provides waiver of the regulatory requirement of a 30-day minimum public comment period on each substantial amendment to be no less than 5 days.
- Waiver 9: Citizen Participation Reasonable Notice and Opportunity to Comment – Provides for waiver of Manatee County Citizen Participation Plan requirements and to determine what constitutes reasonable notice and opportunity to comment given the circumstances and efforts to contain COVID-19.
- Waiver 11: Re-evaluation for Homelessness Prevention Assistance – Provides for a waiver on the frequency of re-evaluations for homelessness prevention assistance with ESG to be not less than once every 6 months rather than once every 3 months.
- Waiver 12: Housing Stability Case Management – Provides for waiver of required monthly case management services for ESG funded programs to not be held during the months of April and May.
- Waiver 13: Restriction of Rental Assistance to Units with Rent at or Below Fair Market Rate. Provides for the Fair Market Rate rent level restrictions to be waived for participants in ESG funding Rapid Rehousing or Homelessness Prevention assistance who executes a new lease during the months of April – September 2020.

Staff recommends authorizing the County Administrator or designee to email waiver request to HUD for applicable funding programs.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Emailed 4/21/2020

Instructions to Board Records

None

Cost and Funds Source Account Number and Name

None

Amount and Frequency of Recurring Costs

None

Manatee County Government Administration Building
Honorable Patricia M. Glass Chambers, First Floor
9:00 a.m. - April 21, 2020


Attachment: [COVID-19_Availability-of-Waivers-of-CPD-Grant-Program-and-Consolidated-Plan-Req.pdf](#)



OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

MEMORADUM FOR: All Community Planning and Development Field Office Directors,
Deputy Directors and Program Managers

FROM:  Digitally signed
by JOHN GIBBS
Date: 2020.03.31
17:43:00 -04'00' John Gibbs, Assistant Secretary, Acting, D

SUBJECT: Availability of Waivers of Community Planning and Development
(CPD) Grant Program and Consolidated Plan Requirements to
Prevent the Spread of COVID-19 and Mitigate Economic Impacts
Caused by COVID-19

PURPOSE

This memorandum explains the availability of waivers of certain regulatory requirements associated with several CPD grant programs to prevent the spread of COVID-19 and to facilitate assistance to eligible communities and households economically impacted by COVID-19. This memorandum covers waivers of consolidated plan requirements for all CPD formula programs and program-specific waivers for the following CPD programs:

- Housing Opportunities for Persons with AIDS (HOPWA);
- Emergency Solutions Grant (ESG); and
- Continuum of Care (CoC).

This memorandum also announces a simplified notification process for recipients of these programs to use this waiver flexibility to expedite the delivery of assistance. CPD Field Office Directors, Deputy Directors, and Program Managers are instructed to inform CPD recipients operating within their jurisdictions of the content of this memorandum.

NOTIFICATION PROCESS

Recipients may use the waivers described in this memorandum to assist affected CPD program beneficiaries and CPD program eligible households to prevent the spread of COVID-19 and to mitigate against the economic impact caused by COVID-19 for eligible households. To use the waiver flexibility provided in this memorandum, the recipient must provide notification in writing, either through mail or e-mail, to the CPD Director of the HUD Field Office serving its jurisdiction no less than two days before the recipient anticipates using the waiver flexibility. Further directions on notifying HUD can be found in Attachment #1.

WAIVER AUTHORITY

In December 2019, a new coronavirus known as SARS-CoV-2 was first detected in Wuhan, Hubei Province, People's Republic of China, causing outbreaks of the coronavirus disease COVID-

19 that has now spread globally. The first case was reported in the United States in January 2020. In March 2020, the World Health Organization declared the coronavirus outbreak a pandemic and President Trump declared the outbreak a national emergency. During this time, the majority of states have declared states of emergency with most shutting down large gathering places and limiting the movement of their residents. As a consequence, many CPD recipients are facing challenges in ensuring appropriate shelter options are available for program participants who need to be separated from others because they are exhibiting symptoms, training staff on how to safely work with program participants and prevent spreading the virus, obtaining supplies to prevent the spread of the virus, and maintaining necessary staffing levels during the outbreak. Further, many program participants are suffering economic consequences from the mass shutdown of businesses and lack of availability of traditional mainstream benefits. A number of recipients have inquired about the availability of waivers of various CPD program requirements to facilitate assistance to program participants and prevent the spread of the virus.

In accordance with 24 CFR 5.110, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. Additional regulatory waiver authority is provided in 24 CFR 91.600. These regulatory provisions provide HUD the authority to make waiver determinations for the ESG, CoC, and HOPWA Programs and consolidated planning requirements for all CPD formula programs.

WAIVER AVAILABILITY

To provide additional flexibility to communities to prevent the spread of COVID-19 and better assist individuals and families, including those experiencing homelessness infected with the virus or economically impacted by the virus, I hereby find good cause to provide the regulatory waivers below. To use each waiver, each recipient must follow the notification process described above and update its program records to include written documentation of the specific conditions that justify the recipient's use of the waiver, consistent with the justifications and applicability provisions below. Provisions that are not specifically waived remain in full effect.

CONTINUUM OF CARE PROGRAM

1. Fair Market Rent for Individual Units and Leasing Costs

Requirement:	Rent payments for individual units with leasing dollars may not exceed Fair Market Rent (FMR).
Citation:	24 CFR 578.49(b)(2)
Explanation:	The CoC Program regulation at 24 CFR 578.49(b)(2) prohibits a recipient from using grant funds for leasing to pay above FMR when leasing individual units, even if the rent is reasonable when compared to other similar, unassisted units.
Justification:	Waiving the limit on using grant leasing funds to pay above FMR for individual units above FMR, but not greater than the reasonable rent will

assist recipients in locating additional units to house individuals and families experiencing homelessness and reduce the spread and harm of COVID-19.

Applicability: The FMR restriction is waived for any lease executed by a recipient or subrecipient to provide transitional or permanent supportive housing during the 6-month period beginning on the date of this memorandum. The affected recipient or subrecipient must still ensure that rent paid for individual units that are leased with CoC Program leasing dollars meet the rent reasonableness standard in 24 CFR 578.49(b)(2).

2. Disability Documentation for Permanent Supportive Housing (PSH)

Requirement: A recipient providing PSH must serve individual and families where one member of the household has a qualifying disability (for dedicated projects and DedicatedPlus projects that individual must be the head of household). Further, the recipient must document a qualifying disability of one of the household members. When documentation of disability is the intake worker's observation, the regulation requires the recipient to obtain additional confirming evidence within 45 days.

Citation: 24 CFR 578.103(a) and 24 CFR 578.103(a)(4)(i)(B)

Explanation: 24 CFR 578.103(a) requires recipients to maintain records providing evidence they met program requirements and 24 CFR 578.103(a)(4)(i)(B) establishes the requirements for documenting disability for individuals and families that meet the "chronically homeless" definition in 24 CFR 578.3. Acceptable evidence of disability includes intake-staff recorded observations of disability that, no later than 45 days from the application for assistance, is confirmed and accompanied by evidence in paragraphs 24 CFR 578.103(a)(4)(i)(B)(1), (2), (3), or (5). HUD is waiving the requirement to obtain additional evidence.

Justification: Waiving 24 CFR 578.103(a)(4)(i)(B)(4) as specified below will allow recipients to house people by relying on intake staff-recorded observation of disability while providing recipients' intake staff with additional time to confirm the disability. This will help households with observed disabilities to be housed quickly and obtain the necessary documentation once healthcare workers are no longer inundated by COVID-19 responses.

Applicability: The requirement that intake staff-recorded observation of disability be confirmed and accompanied by other evidence no later than 45 days from the application for assistance documentation requirement is waived for any program participants admitted into PSH funded by the CoC Program for the 6-month period beginning on the date of this memorandum.

Note: For the purposes of individuals and families housed in PSH from the date of

this memorandum until public health officials determine no additional special measures are necessary to prevent the spread of COVID-19, a written certification by the individual seeking assistance that they have a qualifying disability is considered acceptable documentation approved by HUD under 24 CFR 578.103(a)(4)(i)(B)(5).

3. Limit on Eligible Housing Search and Counseling Services

- Requirement:** With respect to program participant's debts, 24 CFR 578.53(ed)(8)(ii)(B) only allows the costs of credit counseling, accessing a free personal credit report, and resolving personal credit issues. 24 CFR 578.53(d) limits the use of CoC Program funds for providing services to only those costs listed in the interim rule.
- Citation:** 24 CFR 578.53(e)(8)(ii)(B) and 578.53(d)
- Explanation:** 24 CFR 578.53(e)(8) allows recipients and subrecipients to use CoC funds to pay for housing search and counseling services to help eligible program participants locate, obtain, and retain suitable housing. For program participants whose debt problems make it difficult to obtain housing, 24 CFR 578.53(e)(8)(ii)(B) makes eligible the costs of credit counseling, accessing a free personal credit report, and resolving personal credit issues. However, payment of rental or utility arrears is not included as an eligible cost. 24 CFR 578.53(d) limits eligible supportive service costs to those explicitly listed in 24 CFR 578.53(e), which is a more limited list than is eligible under the McKinney-Vento Act.
- Justification:** Waiving the limitation of housing search and counseling eligible activities to allow recipients and subrecipients to pay for up to 6 months of rental arrears and 6 months of utility arrears will help recipients and subrecipients remove barriers to obtaining housing quickly and help reduce the spread and harm of COVID-19.
- Applicability:** The limitation on eligible housing search and counseling activities is waived so that CoC Program funds may be used for up to 6 months of a program participant's utility arrears and up to 6 months of program participant's rent arrears, when those arrears make it difficult to obtain housing. This waiver is in effect one-year beginning on the date of this memorandum.

4. Permanent Housing-Rapid Re-housing Monthly Case Management

- Requirement:** Recipients must require program participants of permanent housing – rapid re-housing projects to meet with a case manager at least monthly.
- Citation:** 24 CFR 578.37(a)(1)(ii)(F)

- Explanation:** The CoC Program interim rule at 24 CFR 578.37(a)(1)(ii)(F) requires program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability. The project is exempt from this requirement already if the Violence Against Women Act of 1994 (42 U.S.C. 13925 *et seq.*) or the Family Violence Prevention and Services Act (42 U.S.C. 10401 *et seq.*) prohibits the recipient carrying out the project from making its housing conditional on the participant's acceptance of services.
- Justification:** Recipients are reporting limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as-needed basis and reduce the possible spread and harm of COVID-19.
- Applicability:** This requirement in 24 CFR 578.37(a)(1)(ii)(F) that projects require program participants to meet with case managers not less than once per month is waived for all permanent housing- rapid re-housing projects for two months beginning on the date of this memorandum.

5. Housing Quality Standards (HQS) – Initial Physical Inspection of Unit

- Requirement:** Recipients are required to physically inspect any unit supported with leasing or rental assistance funds to assure that the unit meets housing quality standards (HQS) before any assistance will be provided on behalf of a program participant.
- Citation:** 24 CFR 578.75(b)(1)
- Explanation:** 24 CFR 578.75(b)(1) requires that recipients or subrecipients physically inspect each unit to assure that it meets HQS before any assistance will be provided for that unit on behalf of a program participant.
- Justification:** Waiving the physical initial inspection requirement 24 CFR 578.75(b)(1) as specified below will allow recipients to help prevent the spread of COVID-19.
- Applicability:** This waiver of the requirement in 24 CFR 578.75(b)(1) that the recipient or subrecipient physically inspect each unit to assure that the unit meets HQS before providing assistance on behalf of a program participant is in effect for 6-months beginning on the date of this memorandum for recipients and subrecipients that are able to meet the following criteria:

- a. The recipient is able to visually inspect the unit using technology, such as video streaming, to ensure the unit meets HQS before any assistance is provided; and
- b. The recipient or subrecipient has written policies to physically re-inspect the unit within 3 months after the health officials determine special measures to prevent the spread of COVID-19 are no longer necessary.

6. HQS – Re-Inspection of Units

Requirement:	Recipients or subrecipients must inspect all units for which leasing or rental assistance funds are used, at least annually to ensure they continue to meet HQS.
Citation:	24 CFR 578.75(b)(2)
Explanation:	24 CFR 578.75(b)(2) requires that recipients or subrecipients are required to inspect all units supported by leasing or rental assistance funding under the CoC Program at least annually during the grant period to ensure the units continue to meet HQS.
Justification:	Waiving the annual re-inspection 24 CFR 578.75(b)(2) requirement during this public health crisis as specified below will help allow recipients to prevent the spread of COVID-19.
Applicability:	This requirement in 24 CFR 578(b)(2) is waived for 1-year beginning on the date of this memorandum.

7. One-Year Lease Requirement

Requirement:	Program participants residing in PSH must be the tenant on a lease for a term of at least one year that is renewable and terminable for cause.
Citation:	24 CFR 578.3, definition of permanent housing, 24 CFR 578.51(l)(1)
Explanation:	The CoC Program regulation at 24 CFR 578.3, definition of permanent housing, and 24 CFR 578.51(l)(1) requires program participants residing in permanent housing to be the tenant on a lease for a term of one year that is renewable and terminable for cause.
Justification:	Waiving the one-year lease requirement as specified below will allow recipients to more quickly identify permanent housing for individuals and families experiencing homelessness, which is helpful in preventing the spread of COVID-19.
Applicability:	The one-year lease requirement is waived for six-months beginning on the

date of this memorandum, so long as the initial lease term of all leases is for more than one month.

CONSOLIDATED PLAN REQUIREMENTS

8. Citizen Participation Public Comment Period for Consolidated Plan Amendment

- Requirement:** 30-day Public Comment Period.
- Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401
- Explanation:** A CPD grantee may amend an approved consolidated plan in accordance with 24 CFR 91.505. Substantial amendments to the consolidated plan are subject to the citizen participation process in the grantee's citizen participation plan. The citizen participation plan must provide citizens with 30 days to comment on substantial amendments.
- Justification:** Given the need to expedite actions to respond to COVID-19, HUD waives 24 CFR 91.105(c)(2) and (k), 91.115(c)(2) and (i) as specified below, in order to balance the need to respond quickly to the growing spread and effects of COVID-19 with the statutory requirement to provide reasonable notice and opportunity for citizens to comment on substantial amendments concerning the proposed uses of CDBG, HOME, HTF, HOPWA or ESG funds.
- Applicability:** This 30-day minimum for the required public comment period is waived for substantial amendments, provided that no less than 5 days are provided for public comments on each substantial amendment. The waiver is available through the end of the recipient's 2020 program year. Any recipient wishing to undertake further amendments to prior year plans following the 2020 program year can do so during the development of its FY 2021 Annual Action Plan.

9. Citizen Participation Reasonable Notice and Opportunity to Comment

- Requirement:** Reasonable Notice and Opportunity to Comment.
- Citations:** 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401
- Explanation:** As noted above, the regulations at 24 CFR 91.105 (for local governments) and 91.115 (for States) set forth the citizen participation plan requirements for recipients. For substantial amendments to the consolidated plan, the regulations require the recipient to follow its citizen participation plan to

provide citizens with reasonable notice and opportunity to comment. The citizen participation plan must state how reasonable notice and opportunity to comment will be given.

Justification: HUD recognizes the efforts to contain COVID-19 require limiting public gatherings, such as those often used to obtain citizen participation, and that there is a need to respond quickly to the growing spread and effects of COVID-19. Therefore, HUD waives 24 CFR 91.105(c)(2) and (k), 24 CFR 91.115(c)(2) and (i) and 24 CFR 91.401 as specified below to allow these grantees to determine what constitutes reasonable notice and opportunity to comment given their circumstances.

Applicability: This authority is in effect through the end of the 2020 program year.

EMERGENCY SOLUTIONS GRANTS PROGRAM

10. HMIS Lead Activities

Requirement: ESG funds may be used to pay the costs of managing and operating the HMIS, provided that the ESG recipient is the HMIS Lead.

Citation: 24 CFR 576.107(a)(2)

Explanation: To enable ESG-funded projects to participate in HMIS as required by section 416(f) of the McKinney-Vento Homeless Assistance Act, 24 CFR 576.107(a)(2) authorizes the use of ESG funds for managing and operating the HMIS (e.g., hosting and maintaining HMIS software or data, upgrading, customizing, and enhancing the HMIS), only where the ESG recipient is the HMIS Lead, as designated by the CoC.

Justification: Waiving the rule as specified below would allow more recipients to use ESG funding to upgrade or enhance the HMIS as needed to incorporate ESG program data related to COVID-19.

Applicability: The condition that the recipient must be the HMIS Lead to pay costs under 24 CFR 576.102(a)(2) is waived to the extent necessary to allow any recipient to use ESG funds to pay costs of upgrading or enhancing its local HMIS to incorporate data on ESG Program participants and ESG activities related to COVID-19. This waiver is in effect for 6-months beginning on the date of this memorandum.

11. Re-evaluations for Homelessness Prevention Assistance

Requirement: Homelessness prevention assistance is subject to re-evaluation of each program participant's eligibility need for assistance not less than once every 3 months.

Citation:	24 CFR 576.401(b)
Explanation:	The ESG regulations at 24 CFR 576.401(b) requires recipients or subrecipients providing homelessness prevention assistance to re-evaluate the program participant's eligibility, and the types and amounts of assistance the program participant needs not less than once every 3 months.
Justification:	Waiving re-evaluation requirement for homelessness prevention assistance as specified below is necessary to help program participants remain stable in housing during the economic uncertainty caused by COVID-19.
Applicability:	The required frequency of re-evaluations for homelessness prevention assistance under section 576.401(b) is waived for up to 2-years beginning on the date of this memorandum, so long as the recipient or subrecipient conducts the required re-evaluations not less than once every 6 months.

12. Housing Stability Case Management

Requirement:	Program participants receiving homelessness prevention or rapid re-housing assistance must meet with a case manager not less than once per month, unless certain statutory prohibitions apply.
Citation:	24 CFR 576.401(e)
Explanation:	Under 24 CFR 576.401(e), the recipients or subrecipients must require program participants to meet with a case manager not less than once per month to assist them in ensuring long-term housing stability, unless the Violence Against Women Act of 1994 or Family Violence Prevention and Services Act prohibits the recipient or subrecipient from making its shelter or housing conditional on the participant's acceptance of services.
Justification:	Recipients are reporting limited staff capacity as staff members are home for a variety of reasons related to COVID-19 (e.g., quarantining, children home from school, working elsewhere in the community to manage the COVID-19 response). In addition, not all program participants have capacity to meet via phone or internet. Waiving the monthly case management requirement as specified below will allow recipients to provide case management on an as needed basis and reduce the possible spread and harm of COVID-19.
Applicability:	This waiver is in effect for two months beginning on the date of this memorandum.

13. Restriction of Rental Assistance to Units with Rent at or Below FMR

Requirement:	Restriction of rental assistance to units with rent at or below FMR.
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Citation:	24 CFR 576.106(d)(1)
Explanation:	Under 24 CFR 576.106(d)(1), rental assistance cannot be provided unless the total rent is equal to or less than the FMR established by HUD, as provided under 24 CFR Part 888, and complies with HUD's standard of rent reasonableness, as established under 24 CFR 982.507.
Justification:	Quickly moving people into permanent housing is especially critical in preventing the spread of COVID-19. Waiving the limit on rental assistance to rents that are equal to or less than the FMR, established by HUD, will assist recipients and subrecipients in more quickly locating additional units to house individuals and families experiencing homelessness.
Applicability:	The FMR restriction is waived for any individual or family receiving Rapid Re-housing or Homelessness Prevention assistance who executes a lease for a unit during the 6-month period beginning on the date of this memorandum. The ESG recipient or subrecipient must still ensure that the units in which ESG assistance is provided to these individuals and families meet the rent reasonableness standard.

HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS (HOPWA)

14. HOPWA – Self-Certification of Income and Credible Information on HIV Status

Requirement:	Source Documentation for Income and HIV Status Determinations.
Citation:	24 CFR 574.530, Recordkeeping
Explanation:	Each grantee must maintain records to document compliance with HOPWA requirements, which includes determining the eligibility of a family to receive HOPWA assistance.
Justification:	This waiver will permit HOPWA grantees and project sponsors to rely upon a family member's self-certification of income and credible information on their HIV status (such as knowledge of their HIV-related medical care) in lieu of source documentation to determine eligibility for HOPWA assistance of families and grantees affected by COVID-19.
Applicability:	Eligibility is restricted to a low-income person who is living with HIV/AIDS and the family of such person. This waiver is in effect for recipients who require written certification of the household seeking assistance of their HIV status and income, and agree to obtain source documentation of HIV status and income eligibility within 3 months of public health officials determining no additional special measures are necessary to prevent the spread of COVID-19.

15. HOPWA – FMR Rent Standard

- Requirement:** Rent Standard for Tenant-Based Rental Assistance (TBRA).
- Citation:** 24 CFR 574.320(a)(2), Rent Standard
- Explanation:** Grantees must establish rent standards for their tenant-based rental assistance programs based on FMR (Fair Market Rent) or the HUD-approved community-wide exception rent for unit size. Generally, the TBRA payment may not exceed the difference between the rent standard and 30 percent of the family's adjusted income.
- Justification:** This waiver of the FMR rent standard limit permits HOPWA grantees to establish rent standards, by unit size, that are reasonable, and based upon rents being charged for comparable unassisted units in the area, taking into account the location, size, type, quality, amenities, facilities, management and maintenance of each unit. Grantees, however, are required to ensure the reasonableness of rent charged for a unit in accordance with §574.320(a)(3).
- This waiver is required to expedite efforts to identify suitable housing units for rent to HOPWA beneficiaries and HOPWA-eligible families that have been affected by COVID-19, and to provide assistance to families that must rent units at rates that exceed the HOPWA grantee's normal rent standard as calculated in accordance with §574.320(a)(2).
- Applicability:** Such rent standards may be used for up to one year beginning on the date of this memorandum.

16. HOPWA – Property Standards for TBRA

- Requirement:** Property Standards for Tenant-Based Rental Assistance (TBRA)
- Citation:** 24 CFR 574.310(b), Housing Quality Standards
- Explanation:** This section of the HOPWA regulations provides that units occupied by recipients of HOPWA TBRA meet the Housing Quality Standards (HQS) established in this section.
- Justification:** This waiver is required to enable grantees and project sponsors to expeditiously meet the critical housing needs of the many eligible families that have been affected by COVID-19 while also minimizing the spread of the coronavirus.
- Applicability:** This waiver is in effect for one year beginning on the date of this memorandum for recipients and project sponsors that are able to meet the

following criteria:

- a. The recipient or project sponsor is able to visually inspect the unit using technology, such as video streaming, to ensure the unit meets HQS before any assistance is provided; and
- b. The recipient or subrecipient has written policies to physically re-inspect the unit after the health officials determine special measures to prevent the spread of COVID-19 are no longer necessary.

17. HOPWA Space and Security

Requirement: Adequate Space and Security.

Citation: 24 CFR 574.310(b)(2)(iii), Space and security

Explanation: This section of the HOPWA regulations provide that each resident must be afforded adequate space and security for themselves and their belongings.

Justification: This waiver is required to enable grantees and project sponsors operating housing facilities and shared housing arrangements the flexibility to use optional appropriate spaces for quarantine services of eligible households affected by COVID-19. Optional spaces may include the placement of families in a hotel/motel room where family members may be required to utilize the same space not allowing for adequate space and security for themselves and their belongings.

Applicability: This space and security requirement is waived for grantees addressing appropriate quarantine space for affected eligible households during the allotted quarantined time frame recommended by local health care professionals.

Attachment #1 to Memorandum:

Procedure for Using Available Waivers of Program and Consolidated Plan Requirements to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID-19

This attachment provides further information on the process that grantees must follow to use the waiver flexibility provided in the memorandum.

Grantees must mail or email notification to the Community Planning and Development Director of the HUD Field Office serving the grantee.

The mail or email notification must be sent two days before the grantee anticipates using waiver flexibility, and include the following details:

- Requestor's name, title, and contact information;
- Declared-disaster area(s) where the waivers will be used;
- Date on which the grantee anticipates first use of the waiver flexibility; and
- A list of the waiver flexibilities the grantee will use:
 1. CoC Program - Fair Market Rent for Individual Units and Leasing Costs
 2. CoC Program - Disability Documentation for Permanent Supportive Housing (PSH)
 3. CoC Program – Limit on Eligible Housing Search and Counseling Services
 4. CoC Program - Permanent Housing-Rapid Re-housing Monthly Case Management
 5. CoC Program - Housing Quality Standards (HQS) – Initial Physical Inspection of Unit
 6. CoC Program - HQS – Re-Inspection of Units
 7. CoC Program – One-Year Lease Requirement
 8. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Public Comment Period for Consolidated Plan Amendment
 9. Consolidated Planning Requirements – HOME, CDBG, HTF, ESG, and HOPWA Programs – Citizen Participation Reasonable Notice and Opportunity to Comment
 10. ESG Program - HMIS Lead Activities
 11. ESG Program - Re-evaluations for Homelessness Prevention Assistance
 12. ESG Program - Housing Stability Case Management
 13. ESG Program - Restriction of Rental Assistance to Units with Rent at or Below FMR
 14. HOPWA Program – Self-Certification of Income and Credible Information on HIV Status
 15. HOPWA Program – FMR Rent Standard
 16. HOPWA Program – Property Standards for TBRA
 17. HOPWA Program - Space and Security



ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

MEMORADUM FOR: All Community Planning and Development Field Office Directors,
Deputy Directors and Program Managers

FROM: John Gibbs, Assistant Secretary, Acting, D

SUBJECT: Availability of a Waiver and Alternate Requirement for the
Consolidated Annual Performance and Evaluation Report
(Performance Report) for Community Planning and Development
(CPD) Grant Programs in Response to the Spread of Coronavirus

This memorandum authorizes and explains a waiver of the regulatory requirement at 24 CFR 91.520(a), that within 90-days of the end of a jurisdiction's program year a grantee shall submit to HUD a performance report known as the Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER is associated with several CPD grant programs. Please disseminate this memorandum to all affected grantees.

As a result of the COVID-19 virus, a majority of States have declared a state of emergency with most shutting down large gathering places and limiting the movement of residents. More State and local governments are operating under extenuating circumstances and may need additional time for certain administrative requirements.

Under the authority of 24 CFR 5.110 and 24 CFR 91.600, HUD may, upon a determination of good cause and subject to statutory limitations, waive regulatory provisions. As Acting Assistant Secretary for Community Planning and Development, I have determined that there is good cause to waive the following regulatory requirement for the program year 2019 CAPER, subject to the condition that grantees comply with the modified requirement in the applicability section below:

Requirement: The Consolidated Annual Performance and Evaluation Report (performance report) submission to HUD within 90 days after the close of a jurisdiction's program year.

Citation: 24 CFR 91.520(a).

Explanation: The regulation at 24 CFR 91.520(a) requires each grantee to submit a performance report to HUD within 90 days after the close of the grantee's program year.

Justification: Under the authority at 24 CFR 91.600, HUD is authorized to waive this requirement when a determination of good cause is made and supported by documentation. Given the outbreak of the coronavirus known as SARS-CoV-2 and the extenuating circumstances placed on state and local governments, and citizens, HUD has determined that there is good cause for

waiving this provision. The extenuating circumstances and administrative strain supporting this waiver are well documented in the broad public news coverage related to the outbreak.

Applicability: For program year 2019 CAPERs, the requirement that grantees submit a performance report within 90 days after the close of a jurisdiction's program year is waived, subject to the condition that within 180 days after the close of a jurisdiction's program year the jurisdiction shall submit its performance report.

We appreciate your efforts in this challenging time. If you need additional information regarding this waiver, please contact your Headquarters program office desk officer(s).

Jennifer Yost

From: Geri Lopez
Sent: Friday, June 19, 2020 3:59 PM
To: CPD_COVID-19WaiverJAX@HUD.gov
Cc: Larry.M.Lopez@hud.gov; Denise Thomas; Jennifer Yost; Sharon McClellan; Debbie Underwood
Subject: Manatee County Request of Waivers from HUD CPD Memos dated May 22 and May 7

Dear Ms. Hill, CPD Director:

Manatee County is providing notice for the use of the waivers described within the U.S. Department of Housing and Urban Developments memorandum dated May 22, 2020 titled: Availability of Additional Waivers of Community Planning and Development (CPD) Grant Program to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID- 19 and the memorandum dated May 7, 2020 titled: Availability of a Waiver and Alternate Requirements for the Consolidated Annual Performance and Evaluation Report (Performance Report) for Community Planning and Development (CPD) Grant Programs in Response to the Spread of Coronavirus.

Please find below the required information as outlined in the memorandum. If you have any questions, please contact me, Geri Lopez, Director of Redevelopment and Economic Opportunity at geri.lopez@mymanatee.org or (941) 749-3029 x3937.

Requestor's name, title, and contact information:

Betsy Benac, Chairman
Board of County Commissioners
Manatee County
P.O. Box 1000
Bradenton, FL 34206-1000
Phone: (941) 745-3700
betsy.benac@mymanatee.org

Declared-disaster area(s) where the waivers will be used: Manatee County, Florida

Date on which the Manatee County anticipates first use of the waiver flexibility: June 22, 2020

List of the waiver flexibilities Manatee County will use:

Under Memo: Availability of Additional Waivers of Community Planning and Development (CPD) Grant Program to Prevent the Spread of COVID-19 and Mitigate Economic Impacts Caused by COVID- 19:

- ESG Program waivers made available on March 31st, 2020 are made available with respect to the ESG CARES Act funding.
 - ESG Program - Re-evaluations for Homelessness Prevention Assistance
 - ESG Program - Housing Stability Case Management
 - ESG Program - Restriction of Rental Assistance to Units with Rent at or Below FMR
- ESG & ESG-CV Program – Housing Stability Case Management for an additional 3 months

Under Memo: Availability of a Waiver and Alternate Requirements for the Consolidated Annual Performance and Evaluation Report (Performance Report) for Community Planning and Development (CPD) Grant Programs in Response to the Spread of Coronavirus.
2019 CAPER submission within 180 days of program year close

Geri Campos Lopez, CEcD

Director, Redevelopment and Economic Opportunity
Manatee County Government
geri.lopez@mymanatee.org
(Office) (941) 749-3029 x3937
1112 Manatee Avenue West, Suite 510
Bradenton, Florida 34205






U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

9 April 2020

ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

MEMORANDUM FOR: All Fiscal Year 2020 and 2019 CDBG and CDBG-CV Grantees and
All CPD Field Office Directors

FROM:  John Gibbs, Acting Assistant Secretary for Community Planning and
Development

SUBJECT: CARES Act Flexibilities for CDBG Funds Used to Support
Coronavirus Response and plan amendment waiver

The Coronavirus Aid, Relief and Economic Security Act (CARES Act) (Public Law , makes available \$5 billion in supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus (CDBG-CV grants). Additionally, the CARES Act provides CDBG grantees with flexibilities that make it easier to use CDBG-CV grants and fiscal years 2019 and 2020 CDBG Grants for coronavirus response and authorizes HUD to grant waivers and alternative requirements.

The Department has announced the allocations of the first \$2 billion in CARES Act funding for CDBG grantees, as well as \$1 billion for Emergency Solutions Grants (ESG) and \$53.7 million for Housing Opportunities for Persons With AIDS (HOPWA). You can find the allocations at www.hud.gov/program_offices/comm_planning/budget/fy20/.

This memorandum transmits the attached *CARES Act Flexibilities for CDBG Funds Used to Support Coronavirus Response* Guide (Guide). The Guide describes the immediate availability of a 5-day public comment period for amendments and new plan submissions, uncaps the percentage of CDBG funding for public services to prevent, prepare for, and respond to coronavirus, as well as other flexibilities. Please note that these new provisions are not only applicable to the \$5 billion in CDBG funding from the CARES Act but many of the new provisions are also applicable to FY2019 and FY2020 CDBG funding. This broad applicability provides grantees with flexibility to help address the challenges facing our nation.

Grantees are advised to amend or prepare their plans as soon as possible and not to wait for the pending Federal Register notice, which may provide additional waivers and alternative requirements. Similarly, grantees should not wait for HUD to allocate the remaining nearly \$3 billion of the \$5 billion provided by the CARES Act for the CDBG program. Upon publication of the Federal Register notice and subsequent allocations, grantees receiving allocations will then amend plans accordingly.

Grantees should proceed with all amendments and plans under these new provisions by adding the CDBG-CV allocation in their plans as an available resource for the year. The CARES Act permits HUD to waive, or specify alternative requirements for, any provision of any statute or regulation that the Secretary administers in connection with the CDBG-CV funds, FY2019 and FY2020 CDBG funds (except for requirements related to fair housing, nondiscrimination, labor standards, and the environment), upon a finding by the Secretary that any such waivers or

alternative requirements are necessary to expedite or facilitate the use of such amounts to prevent, prepare for, and respond to coronavirus.

To expedite grantees' use of CDBG-CV funds, HUD is waiving the requirements at 42 U.S.C. 12705(a)(2) to the extent it requires updates to the housing and homeless needs assessment, housing market analysis, and strategic plan and 24 CFR 91.220 and 91.320 to the extent the action plan is limited to a specific program year to permit grantees to prepare substantial amendments to their most recent annual action plan, including their 2019 annual action plan. Grantees must identify the proposed use of all funds and how the funds will be used to prevent, prepare for, and respond to coronavirus.

The Department is also waiving 24 CFR 91.505 to facilitate the use of the CDBG-CV funds to the extent necessary to require submission of the substantial amendment to HUD for review in accordance with 24 CFR 91.500. To receive a CDBG-CV grant, a grantee must also submit a SF-424, SF-424D and the certifications at 24 CFR 91.225(a) and (b) or 24 CFR 91.325(a) and (b).

The Guide addresses many of the Field's initial questions. Email inquiries to CPDQuestionsAnswered@hud.gov will continue to receive individual replies and guidance. HUD will also be batching questions and responses and periodically making them available as FAQs. Additional resources will continue to be posted to www.hudexchange.info/programs/cdbg/disease/.

Thank you for the work you and your staff do with our communities in the fight against the coronavirus.

CARES Act Flexibilities for CDBG Funds Used to Support Coronavirus Response

April 9, 2020

President Trump has signed *The Coronavirus Aid, Relief and Economic Security Act* (CARES Act). The CARES Act:

- Makes available \$5 billion in supplemental Community Development Block Grant (CDBG) funding for grants to prevent, prepare for, and respond to coronavirus (CDBG-CV grants);
- Provides flexibilities for CDBG grantees to make it easier to use CDBG-CV grants and fiscal years 2019 and 2020 CDBG grants for coronavirus response and authorizes HUD to grant waivers and alternative requirements;
- Requires CDBG-CV grantees to prevent the duplication of benefits, which means grant funds may not be used to pay costs if another source of financial assistance is available to pay that cost.

HUD will publish a Federal Register notice describing the requirements for CDBG-CV grants. The notice will also include waivers and alternative requirements for CDBG-CV and fiscal year 2019 and 2020 CDBG grants. A grantee may submit a CDBG-CV action plan substantial amendment to its most recent accepted CDBG action plan for the first CDBG-CV allocation before the notice is published. To apply for CDBG-CV grants, grantees may follow existing regulatory requirements for a substantial amendment to the grantee's action plan that describes the amount of CDBG-CV funds available in the first allocation and planned use of funds, in accordance with existing requirements and the flexibilities in the CARES Act, summarized below. HUD will publish a Q&A document with further information on this process.

Grantees may use CDBG-CV and CDBG funds for a range of activities to prevent, prepare for, and respond to coronavirus. For examples, see the [Quick Guide to CDBG Activities for Infectious Disease Response](#).

Summary of CARES Act Provisions for Coronavirus Response With CDBG-CV and CDBG Grants

For more information, refer to applicable sections of the CARES Act, Housing and Community Development Act of 1974 (for State CDBG Grantees) and CDBG regulations (for Entitlement CDBG grantees).			
Description of Program Flexibility	Applicability to CDBG-CV and CDBG Grants		
Public Service Activities			
Eliminates the 15 percent cap ¹ on the amount of grant funds that can be used for public services activities. Following enactment, the cap in section 105(a)(8) of the HCD Act and 24 CFR 570.201(e) has no effect on CDBG-CV grants and no effect on FY 2019 and 2020 CDBG grant funds used for coronavirus efforts.	CDBG-CV	Immediately Available ✓	
	CDBG FY 19 and FY 20 Grants	Immediately Available ✓	
	CDBG Grants before FY 19		Not Available ✗
Reimbursement of Costs			
Provides that grantees may use CDBG-CV grant funds to cover or reimburse costs to prevent, prepare for, and respond to coronavirus incurred by a State or locality, regardless of the date on which such costs were incurred, when those costs comply with CDBG requirements. For other grants, pre-agreement and pre-award cost authority is available under 24 CFR 570.489(b) (states) and 570.200(h) (entitlements).	CDBG-CV	Immediately Available ✓	
	CDBG FY 19 and FY 20 Grants		See current regulations. ✗
	CDBG Grants before FY 19		See current regulations. ✗

¹ Section 105(a)(8) of the Housing and Community Development Act of 1974, provides a different percentage cap for some grantees.

Description of Program Flexibility	Applicability to CDBG-CV and CDBG Grants		
Citizen Participation and Public Hearings for Consolidated Plans (including Action Plans)			
<p>Provides that grantees may amend citizen participation plans to establish expedited procedures to draft, propose, or amend consolidated plans. Expedited procedures must include notice and reasonable opportunity to comment of no less than 5 days. The 5-day period can run concurrently for comments on the action plan amendment and amended citizen participation plans.</p> <p>In-person public hearings are not required. Grantees may meet public hearing requirements with virtual public hearings if: 1) national/local health authorities recommend social distancing and limiting public gatherings for public health reasons; and 2) virtual hearings provide reasonable notification and access for citizens in accordance with the grantee’s certifications, timely responses from local officials to all citizen questions and issues, and public access to all questions and responses.</p>	CDBG-CV	Immediately Available ✓	
	CDBG FY 19 and FY 20 Grants	Immediately Available ✓	
	CDBG Grants before FY 19		Not Available ✕
Deadline to Submit Consolidated Plans (including Annual Action Plans)			
<p>Extends the deadline for grantees to submit action plans and other updates to their consolidated plans submissions for fiscal years 2019* and 2020 to August 16, 2021.</p> <p><i>Without extension, the deadline for fiscal year 2020 grants would be August 16, 2020, in accordance with section 116(b) of the HCD Act and 24 CFR 91.15.</i></p> <p><i>*The deadline for fiscal year 2019 passed on August 16, 2019 (plans due then have been submitted).</i></p>	CDBG-CV	Immediately Available ✓	
	CDBG FY 19* and FY 20 Grants	Immediately Available. ✓	
	CDBG Grants before FY 19		Not applicable. ✕
Waiver and Alternative Requirement Authority			
<p>Authorizes the Secretary to issue statutory and regulatory waivers/alternative requirements for CDBG-CV and some CDBG funds when necessary to expedite or facilitate the use of grant funds to prevent, prepare for, and respond to coronavirus.</p> <p>Prohibits waivers/alternative requirements related to fair housing, nondiscrimination, labor standards, and the environment.</p> <p><i>HUD has additional regulatory waiver and statutory suspension authorities that it may use for CDBG Grants before fiscal year 2019 if necessary.</i></p>	CDBG-CV	Immediately Available ✓	
	CDBG FY 19 and FY 20 Grants	Immediately Available. ✓	
	CDBG Grants before FY 19		Not applicable. ✕

Submit your questions to: CPDQuestionsAnswered@hud.gov

Jennifer Yost

From: Geri Lopez
Sent: Wednesday, August 12, 2020 9:57 AM
To: Thomas.Bilodeau@hud.gov
Cc: Larry.M.Lopez@hud.gov; Jennifer Yost; Denise Thomas
Subject: Manatee County, FL Request for Extension of Submission Deadline for 2020 Annual Action Plan

Manatee County would like to formally request authorization to take advantage of the availability of an extension of the submission deadline for the 2020 Annual Action Plan as outlined in the HUD memo dated April 9, 2020 CARES Act Flexibility for CDBG Funds Used to Support Coronavirus Response and plan amendment waiver. We understand that we will not receive the 2020 funds until the plan has been submitted and reviewed by HUD. We anticipate submitting the 2020 Annual Action Plan on or about October 5, 2020.

Geri Campos Lopez, CEcD

Director, Redevelopment and Economic Opportunity
Manatee County Government
geri.lopez@mymanatee.org
(Office) (941) 748-4501 x3937
1112 Manatee Avenue West, Suite 300
Bradenton, Florida 34205





SF 424

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

B-20-US-12-0018

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Manatee County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000727

*** c. Organizational DUNS:**

0775948100000

d. Address:

*** Street1:**

1112 Manatee Avenue West

Street2:

*** City:**

Bradenton

County/Parish:

Manatee

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

34205-7804

e. Organizational Unit:

Department Name:

Redevelopment and Economic Opp

Division Name:

Community Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms

*** First Name:**

Geraldine

Middle Name:

*** Last Name:**

Lopez

Suffix:

Title: Director of Redevelopment and Economic Oppor

Organizational Affiliation:

*** Telephone Number:** 941-749-3029

Fax Number: 941-742-5848

*** Email:** geri.lopez@mymanatee.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-231

CFDA Title:

Emergency Solutions Grant

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

2020_LowModMap.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Emergency Solutions Grant (ESG) Program for 2020-2021

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

 Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="164,657.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="164,657.00"/>

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

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

 Add Attachment

Delete Attachment

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 218, Section 1001)**

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name:

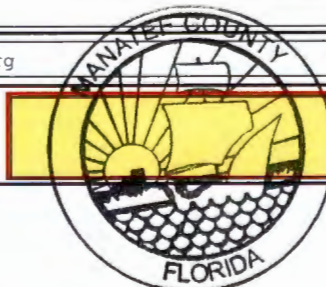
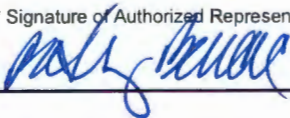
Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

* Date Signed:

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

B-20-US-12-0018

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

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*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000727

*** c. Organizational DUNS:**

0775948100000

d. Address:

*** Street1:**

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Street2:

*** City:**

Bradenton

County/Parish:

Manatee

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

34205-7804

e. Organizational Unit:

Department Name:

Redevelopment and Economic Opp

Division Name:

Community Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms

*** First Name:**

Geraldine

Middle Name:

*** Last Name:**

Lopez

Suffix:

Title:

Director of Redevelopment and Economic Opport

Organizational Affiliation:

*** Telephone Number:**

941-749-3029

Fax Number:

941-742-5848

*** Email:**

geri.lopez@mymanatee.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-239

CFDA Title:

Home Investment Partnerships Program

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

2020_LowModMap.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Home Investment Partnerships Program 2020-2021

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="660,812.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="150,000.00"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="810,812.00"/>

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

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

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 218, Section 1001)

☒ ** I AGREE

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

Authorized Representative:

Prefix: * First Name:

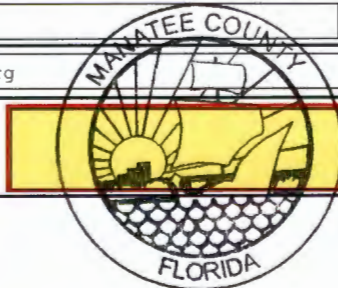
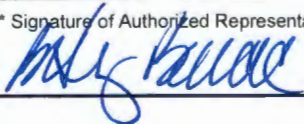
Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:



Attest: Manatee County Clerk of the Circuit
Court and County Comptroller

By: 

Deputy Clerk

* Date Signed:

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

B-20-US-12-0018

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Manatee County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

59-6000727

*** c. Organizational DUNS:**

0775948100000

d. Address:

*** Street1:**

1112 Manatee Avenue West

Street2:

*** City:**

Bradenton

County/Parish:

Manatee

*** State:**

FL: Florida

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

34205-7804

e. Organizational Unit:

Department Name:

Redevelopment and Economic Opp

Division Name:

Community Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms

*** First Name:**

Geraldine

Middle Name:

*** Last Name:**

Lopez

Suffix:

Title:

Director of Redevelopment and Economic Oppor

Organizational Affiliation:

*** Telephone Number:**

941-749-3029

Fax Number:

941-742-5848

*** Email:**

geri.lopez@mymanatee.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

US Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14-218

CFDA Title:

Community Development Block Grant (CDBG) Entitlement

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

2020_LowModMap.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant (CDBG) Entitlement 2020-2021, Activity Submission (for Manatee County, Florida). Community development, affordable housing, and economic development projects targeted

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

 Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):*** a. Federal * b. Applicant * c. State * d. Local * e. Other * f. Program Income * g. TOTAL *** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.☒ c. Program is not covered by E.O. 12372.*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

 Add Attachment

Delete Attachment

View Attachment

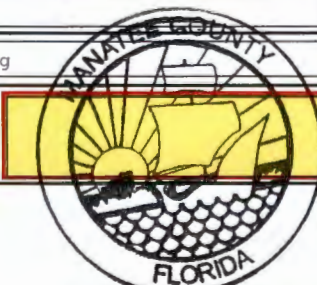
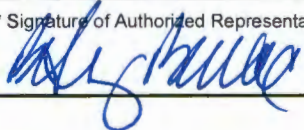
21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an 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 218, Section 1001)**

☒ ** I AGREE

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

Authorized Representative:Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

* Date Signed:

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	Chairman
APPLICANT ORGANIZATION	DATE SUBMITTED
Manatee County Board of County Commissioners	9/29/2020

SF-424D (Rev. 7-97) Back

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk



Certifications

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.

Uniform Relocation Act and 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, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.


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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

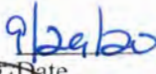
Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

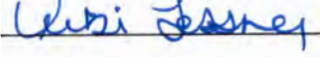

Title




Date

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 
Deputy Clerk

Specific Community Development Block Grant 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 plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it 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 CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having 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 (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2020 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.


Excessive Force -- It has adopted and is enforcing:


1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

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

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

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


Signature of Authorized Official


Title

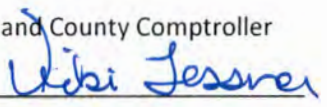


9/21/2000

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By:



Deputy Clerk


OPTIONAL Community Development Block Grant Certification

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 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 particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

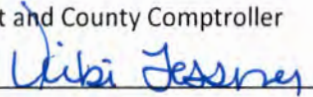

Signature of Authorized Official


Date


Title

Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk




Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

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.

Subsidy layering -- 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 of Authorized Official


Title



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

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

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

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


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

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

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

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with its consolidated plan.

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


Signature of Authorized Official


9/10/2020
Date

Chairman
Title



Attest: Manatee County Clerk of the Circuit

Court and County Comptroller

By: 

Deputy Clerk

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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.

AFH Goals and Priorities



Redevelopment and Economic
Opportunity Department
Community Development Division
P.O. Box 1000
Bradenton, FL 34206
Phone: (941) 749-3029

February 27, 2017

US Department of Housing and Urban Development
Jacksonville FHEO Field Office
Charles E. Bennett Federal Building
400 W. Bay Street
Suite 1015
Jacksonville, FL 32202

Attention: Melvin Torres
Equal Opportunity Specialist

Subject: Manatee County/Manatee County Housing Authority Assessment of Fair Housing - Corrected
Addendum

Dear Mr. Torres,

Thank you for working with Manatee County and the Manatee County Housing Authority on the recently drafted Assessment of Fair Housing (AFH). After further review of the addendum, additional clarification/language is needed in Section VI.2, Goal 8, Metrics & Milestones 8.1 of the February 10, 2017 addendum. Enclosed, please find a corrected addendum in which the language for Section VI.2, Goal 8, Metrics & Milestones 8.1 has been revised. We are requesting that Section VI.2, Goal 8, Metrics & Milestones 8.1 of the February 10, 2017 addendum be replaced with that in the corrected addendum.

We thank you for sharing your expertise and time with us on this very important project. If you have any questions, feel free to contact our office (941) 749-3029 or by email at geri.lopez@mymanatee.org. Thank you again for your continued support in this effort.

Very Truly Yours,

Geraldine Campos Lopez, Director
Manatee County Government
Redevelopment and Economic Opportunity

Willie Calhoun Jr., Executive Director
Manatee County Housing Authority

Section VI.2 For each fair housing issue with significant contributing factors identified in Question 1, set one or more goals. Explain how each goal is designed to overcome the identified contributing factor and related fair housing issue(s). For goals designed to overcome more than one fair housing issue, explain how the goal will overcome each issue and the related contributing factors. For each goal, identify metrics and milestones for determining what fair housing results will be achieved, and indicate the timeframe for achievement.

ADDENDUM RESPONSE:

Fair Housing Goals and Priorities

As a product of the Fair Housing Assessment process, the following eight (8) goals and priorities were developed to address Fair Housing in Manatee County (see Table 20). These goals and priorities were informed by the community participation process and input from service providers, Manatee County staff, Manatee County Housing Authority staff, and the Board of County Commissioners. Goals are prioritized from Goal 1 being of the highest priority to Goal 8 being of lower priority.

Table 20: Fair Housing Goals and Priorities Table

Goal 1: Identify Opportunities to Reinvest in R/ECAPs to Eliminate Blighted Conditions and Spur Redevelopment	
Goal Priority Level	High Priority
Contributing Factors	<ul style="list-style-type: none"> -Deteriorated and abandoned properties -Lack of community revitalization strategies -Lack of private investments in specific neighborhoods -Lack of public investments in specific neighborhoods, including services or amenities -Location and type of affordable housing
Fair Housing Issues	R/ECAPs
Metrics & Milestones	1.1 Eliminate blight conditions in R/ECAP areas through targeted demolition and redevelopment or rehabilitation by September 30, 2019. 1.2 Develop neighborhood plan(s) for the R/ECAPs to identify the issues that need to be addressed and resources to offset contributing factors by September 30, 2019.
Timeframe for Achievement	2017-2019 (3 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (1.1 and 1.2)
Discussion	Contributing factors include higher levels of poverty and lower levels of educational attainment, income, and language proficiency in R/ECAP Census Tracts when compared to Manatee County as whole, resulting in a lack of economic opportunity for persons living in R/ECAPs that limits housing choice. The analysis identified segregated areas and R/ECAPs generally lack access to opportunity. Additionally, publicly supported housing is predominantly located in these areas. Generally, there is a lack of businesses, jobs, and necessary services in these segregated/high poverty areas. The lack of community revitalization strategies has been selected as a contributing factor of priority affecting the fair housing issues

	of segregation, R/ECAP, disparities in access to opportunity, and disproportionate housing needs.
Goal 2: Address Contributing Factors of Poverty and Segregation	
Goal Priority Level	High Priority
Contributing Factors	<ul style="list-style-type: none"> -Lack of community revitalization strategies -Lack of private investments in specific neighborhoods -Lack of public investments in specific neighborhoods, including services or amenities -Location and type of affordable housing
Fair Housing Issues	<u>Segregation</u>
Metrics & Milestones	<p>2.1 Partner with community resources and local non-profit agencies to provide services that reduce poverty concentration (e.g. job training, child care, financial literacy, English as a second language, etc.) annually beginning October 1, 2018.</p> <p>2.2 Service 15 households through Family Self-Sufficiency Program with a goal to increase income and relocate out of R/ECAP area(s) annually beginning October 1, 2017.</p>
Timeframe for Achievement	2017-2021 (5 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (2.1 only); Manatee County Housing Authority (2.2 only)
Discussion	GIS mapping show clear areas of segregation within Manatee County. Some areas of segregation also experience high levels of poverty. The County's current R/ECAPs are located near the City of Bradenton. The northern R/ECAP is located southeast of downtown Bradenton, between 1st St./U.S. 41 and 15th St. E. (south of U.S. 301 and north of 44th Ave. E./Cortez Rd.). The southern R/ECAP is located south of Bradenton, between 14th St. W. and 15th St. E. (south of 53rd Ave. E. and north of 63rd Ave. E.). In addition, the County has other neighborhoods that experience high levels of segregation and poverty than other areas of Manatee County.
Goal 3: Strengthen Code Enforcement on Substandard Rental Units	
Goal Priority Level	High Priority
Contributing Factors	<ul style="list-style-type: none"> -Location and type of affordable housing -The availability of affordable units in a range of sizes -Lack of private investments in specific neighborhoods -Lack of public investments in specific neighborhoods, including services or amenities - Access to publicly supported housing for persons with disabilities -Lack of affordable, accessible housing in range of unit sizes -Lack of assistance for housing accessibility modifications -Location of accessible housing
Fair Housing Issues	<u>Disproportionate Housing Needs; Disability and Access Issues</u>
Metrics & Milestones	3.1 Explore best practices for rental housing code enforcement and provide recommendations to Manatee County Administration by September 30, 2018.

	3.2 Review Ordinance No. 15-10 pertaining to property maintenance and structural standards and provide recommendations to Manatee County Administration by September 30, 2018.
Timeframe for Achievement	2017-2018 (2 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (3.1 and 3.2)
Discussion	Contributing factors indicate limited locations, quality, and types of affordable housing. The amount of affordable housing within Manatee County is an issue that was identified through the public participation process and the collection and analysis of housing data indicates that affordable housing is lacking especially for lower income racial/ethnic minority and disabled households. Moreover, the quality of housing available for lower income racial/ethnic minority and disabled households is poor, particularly rental housing, and further inspection and code enforcement is needed. Through outreach efforts and data collection the quality of affordable housing for lower income racial/ethnic minority and disabled households is lacking. Establishment of more stringent rental housing enforcement and inspection procedures should be explored to better maintain the County's rental housing stock.
Goal 4: Increase Availability of Affordable Housing in Manatee County	
Goal Priority Level	High Priority
Contributing Factors	<ul style="list-style-type: none"> -The availability of affordable units in a range of sizes -Lack of private investments in specific neighborhoods -Lack of public investments in specific neighborhoods, including services or amenities -Location and type of affordable housing
Fair Housing Issues	<u>Disproportionate Housing Needs; Segregation; R/ECAPs</u>
Metrics & Milestones	<p>4.1 Partner with a non-profit or for-profit affordable housing developer to develop affordable housing by September 30, 2018.</p> <p>4.2 Review the County's Land Development Regulations and Comprehensive Plan to identify impediments to affordable housing and research alternative funding sources such as LIHTC, as well as other federal and state sources, to encourage affordable housing developments by September 30, 2019.</p> <p>4.3 To maintain a minimum REAC score of 95 on physical inspection component for public housing units and continue affordable rental units by September 30, 2019.</p>
Timeframe for Achievement	2017-2019 (3 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (4.1 and 4.2 only); Affordable Housing Developer (4.1 only); Manatee County Housing Authority (4.3 only)
Discussion	The amount of affordable housing within Manatee County is an issue that was prevalent through public outreach efforts and the collection and analysis of housing data especially affordable housing for lower income racial/ethnic minority and disabled households. Limited locations, quality, and types of

	affordable housing. Contributing factors include limited locations, quality, and types of affordable housing. The amount of affordable housing within Manatee County is an issue that was identified through the public participation process and the collection and analysis of housing data indicates that affordable housing is lacking especially for lower income households. Moreover, the quality of housing available for lower income households is poor, particularly rental housing, and further inspection and code enforcement is needed; High Priority
Goal 5: Expand Fair Housing Education within Manatee County	
Goal Priority Level	Medium Priority
Contributing Factors	-Lack of local private fair housing outreach and enforcement -Lack of local public fair housing enforcement -Lack of resources for fair housing agencies and organizations
Fair Housing Issues	<u>Fair Housing Enforcement, Outreach Capacity, and Resources</u>
Metrics & Milestones	5.1 Provide every public housing recipient with education and outreach materials. (i.e., fair housing video display, complaint forms, brochures, website link, etc.) annually beginning October 1, 2017. 5.2 Partner with a fair housing agency, lenders, and the real estate community to assist the County with fair housing testing, education, housing discrimination, and outreach with activities such as educational workshops and seminars by September 30, 2018. 5.3 Explore the possibility of becoming a Fair Housing Initiative Program (FHIP) community by September 30, 2018.
Timeframe for Achievement	2017-2021 (5 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (5.2 and 5.3 only); Manatee County Housing Authority (5.1 only)
Discussion	Contributing factors indicate a lack of outreach and education materials available and the absence of a fair housing department or agency with a primary of focus on fair housing issues and outreach. Currently, there is no enforcement, investigation, or conciliation of the Manatee County Fair Housing Ordinance and it is unclear who the responsible Authority is for enforcing the ordinance. Presently, all complainants are referred to the HUD Atlanta office and the Florida Commission on Human Relations, and therefore are not monitored locally. Through outreach and data collection uncertainty regarding a complaint procedure and "who to call" when faced with a housing discrimination issue was prevalent. In addition, educating landlords, lenders, and the real estate community were also identified as needs. Lack of outreach and education materials available; absence of a fair housing department or agency with a primary of focus on fair housing issues and outreach.
Goal 6: Provide Services that Improve Financial Literacy and Access to Financing for Minority and Low-Income Populations.	
Goal Priority Level	Medium Priority
Contributing Factors	-Access to financial services -Lack of private investments in specific neighborhoods

	<ul style="list-style-type: none"> -Lack of public investments in specific neighborhoods, including services or amenities -Location and type of affordable housing
Fair Housing Issues	<u>Disparities in Access to Opportunity;</u>
Metrics & Milestones	6.1 Partner with non-profit agencies in providing credit counseling, repair, and financial literacy/education by September 30, 2018. 6.2 Partner with lending agencies by September 30, 2019.
Timeframe for Achievement	2017-2019 (3 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (6.1 and 6.2); Non-Profit Housing Agencies (6.1 and 6.2); Lending Community (6.1 and 6.2)
Discussion	<p>Contributing factors of disparities in access to opportunity include poverty rates, low educational attainment, limited English language proficiency, and unemployment. Other factors include lack of access to job training, child care services, and other services that would assist in obtaining employment. These factors combined limit access to economic opportunity. Lack of income, poor credit history, and lack of financial knowledge, debt-to-income ratio, and employment history are common causes of denial of loan applications among racial/ethnic minority populations. Services and education are needed for lower income racial/ethnic minority households related to financial literacy. According to poverty rates, racial/ethnic minority populations are more likely to experience poverty. More stringent financing requirements have emerged from lending institutions, such as the requirement for a credit score of 620 or higher, 3 lines of credit, and restrictive underwriting practices, resulting in the inability to obtain a mortgage. Inadequate financial literacy education: Without proper financial literacy education, residents may continue to make poor financial decisions. There is an overall disparity of loan originations among racial groups.</p>
Goal 7: Improve the Enforcement of Fair Housing Laws and Ordinances.	
Goal Priority Level	Medium Priority
Contributing Factors	<ul style="list-style-type: none"> -Lack of local private fair housing outreach and enforcement -Lack of local public fair housing enforcement -Lack of resources for fair housing agencies and organizations
Fair Housing Issues	<u>Fair Housing Enforcement, Outreach Capacity, and Resources</u>
Metrics & Milestones	7.1 Research and coordinate with a Fair Housing Agency to have a more defined procedure/process and testing related to Fair Housing by September 30, 2019. 7.2 Update Manatee County Fair Housing Ordinance No. 12-33 to become substantially equivalent to the Fair Housing Act by September 30, 2019.
Timeframe for Achievement	2017-2019 (3 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (7.1. and 7.2); Local Fair Housing Agency (7.1 only)
Discussion	Contributing factors reveal a lack of outreach and education materials available and the absence of a fair housing department or agency with a

	primary of focus on fair housing issues and outreach. Currently, there is no enforcement, investigation, or conciliation of the Manatee County Fair Housing Ordinance and it is unclear who the responsible Authority is for enforcing the ordinance. Presently, all complainants are referred to the HUD Atlanta office and the Florida Commission on Human Relations, and therefore are not monitored locally; High Priority Currently, there is no enforcement, investigation, or conciliation of the ordinance and it is unclear who the responsible Authority is for enforcing the ordinance. Presently, all complainants are referred to the Atlanta HUD office and the Florida Commission on Human Relations. Efforts have been made in past years to develop a Fair Housing Ordinance that is both enforceable and substantially equivalent to the Fair Housing Act. There is still work to be done to an ordinance that can be properly enforced at the local level.
Goal 8: Provide Better Access to Opportunity for Protected Classes through Public Services.	
Goal Priority Level	Medium Priority
Contributing Factors	<ul style="list-style-type: none"> -Access to publicly supported housing for persons with disabilities -Lack of affordable, accessible housing in range of unit sizes -Lack of assistance for housing accessibility modifications -Location of accessible housing -Lack of private investment in specific neighborhoods -Lack of public investment in specific neighborhoods, including services and amenities
Fair Housing Issues	<u>Disability and Access Issues; Publicly Supported Housing Location and Occupancy;</u>
Metrics & Milestones	<p>8.1 Assist at least 10 low economic opportunity individuals from the protected classes with economic opportunity through County or non-profit programs (i.e., literacy education, job training, child care services, etc.) annually beginning October 1, 2018.</p> <p>8.2 Continued assistance of public housing residents through Family Self-Sufficiency Program (15 extremely low to very low income households) by September 30, 2019.</p>
Timeframe for Achievement	2017-2021 (5 years)
Responsible Program Participants	Manatee County Redevelopment and Economic Opportunity Department (8.1 only); Non-Profit Agencies (8.1 only); Manatee County Housing Authority (8.2 only)
Discussion	Contributing factors reveal a lack of basic accessibility features (such as an entrance with no steps or homes with no stairs and/or elevators) in older housing developments and the lack of regular inspection and code enforcement of rental housing affordable to persons with a disability. A common cause for poverty is the lack of access to opportunity, low educational attainment, and unemployment. Job training, child care services, and other services are needed to assist households with obtaining employment. When looking at poverty rates, racial/ethnic minority populations are more likely to experience poverty. Limited income is a major factor that prevents many residents from exercising their choice in housing. In

	Manatee County, Black/African-American and Hispanic households and other protected class groups display higher percentages of lower incomes than other households. Lower educational attainment among certain racial/ethnic minority groups; lack of economic opportunity; and limited language proficiency.
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Standards and Procedures for ESG

**Community Coalition on Homelessness dba Turning Points
Standards and Procedures for the Emergency Solutions Grant – 2016-17**

The Community Coalition on Homelessness dba Turning Points operates a homelessness prevention and stabilization program called the Transitional Development Program. For the purposes of the Emergency Solutions Grant, this program will focus the majority of funding on assisting individuals and families into housing or rapidly re-housing clients. The remaining funding is budgeted for the prevention of homelessness by utilizing financial assistance for eligible clients who at risk of becoming homeless with services they may require to stay housed and to achieve financial stability. The following standards and procedures will be utilized to implement the ESG program.

DEFINITIONS

The following definitions will be used for the implementation of the ESG program:

Homeless means:

(1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground;
- (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- (iii) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

(2) An individual or family who will imminently lose their primary nighttime residence, provided that:

- (i) The primary nighttime residence will be lost within 14 days of the date of application for homeless assistance;
- (ii) No subsequent residence has been identified; and
- (iii) The individual or family lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, needed to obtain other permanent housing;

(3) Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:

- (i) Are defined as homeless under section 387 of the Runaway and Homeless Youth Act (42 U.S.C. 5732a), section 637 of the Head Start Act (42 U.S.C. 9832), section 41403 of the Violence Against Women Act of 1994 (42 U.S.C. 14043e-2), section 330(h) of the Public Health Service Act (42 U.S.C. 254b(h)), section 3 of the Food and Nutrition Act of 2008 (7 U.S.C. 2012), section 17(b) of the Child Nutrition Act of 1966 (42 U.S.C. 1786(b)) or section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
- (ii) Have not had a lease, ownership interest, or occupancy agreement in permanent housing at any time during the 60 days immediately preceding the date of application for homeless assistance;
- (iii) Have experienced persistent instability as measured by two moves or more during the 60-day period immediately preceding the date of applying for homeless assistance; and
- (iv) Can be expected to continue in such status for an extended period of time because of chronic disabilities, chronic physical health or mental health conditions, substance addiction, histories of domestic violence or childhood abuse (including neglect), the presence of a child or youth with a disability, or two or more barriers to employment, which include the lack of a high school degree or General Education Development (GED), illiteracy, low English proficiency, a history of incarceration or detention for criminal activity, and a history of unstable employment; or

(4) Any individual or family who:

- (i) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence;
- (ii) Has no other residence; and
- (iii) Lacks the resources or support networks, *e.g.*, family, friends, faith-based or other social networks, to obtain other permanent housing.

At risk of homelessness means:

(1) An individual or family who:

- (i) Has an annual income below 30 percent of median family income for the area, as determined by HUD; (note it is not **at or below** 30 percent)
- (ii) Does not have sufficient resources or support networks, *e.g.*, family, friends, faith-based or other social networks, immediately available to prevent them from moving to an emergency

shelter or another place described in paragraph (1) of the “homeless” definition in this section;
and

(iii) Meets one of the following conditions:

- (A) Has moved because of economic reasons two or more times during the 60 days immediately preceding the application for homelessness prevention assistance;
- (B) Is living in the home of another because of economic hardship;
- (C) Has been notified in writing that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance;
- (D) Lives in a hotel or motel and the cost of the hotel or motel stay is not paid by charitable organizations or by Federal, State, or local government programs for low-income individuals;
- (E) Lives in a single-room occupancy or efficiency apartment unit in which there reside more than two persons or lives in a larger housing unit in which there reside more than 1.5 persons reside per room, as defined by the U.S. Census Bureau;
- (F) Is exiting a publicly funded institution, or system of care (such as a health-care facility, a mental health facility, foster care or other youth facility, or correction program or institution).

Or

- (G) Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness.

ELIGIBILITY DETERMINATION

In order to receive ESG Financial Assistance Housing Relocation and Stabilization Services and/or for Prevention, households must meet at least the following minimum criteria:

1. Initial Consultation & Eligibility Determination:

General Eligibility - The applicant must be Manatee County resident. Documentation of residency may include a current lease with a Manatee County address, utility bills in the applicant’s name, legal identification with a Manatee County address, and /or documentation of enrollment of children in a Manatee County school. Applicants must provide all necessary information and documentation requested by case workers including but not limited to proof of residency, verification of housing status, and verification of income. Applicants with children in the household will be given priority for housing assistance. Applicants must be able to document they have been Manatee County residents for a minimum of three months prior to the date of application for assistance in order to be considered eligible.

Income Eligibility: the household's total income must be below 30 percent of Area Median Income (AMI) for Manatee County, adjusted according to household size.

Housing Status: Applicants may not be receiving assistance from any other federal housing program. To qualify for prevention assistance, the household must be at risk of losing its housing **AND** must meet the following circumstances:

- a. No appropriate subsequent housing options have been identified;
- b. The household lacks the financial resources to obtain immediate housing or remain in its existing housing; and
- c. The household lacks support networks needed to obtain immediate housing or remain in its existing housing.
- d. The household must have resided in their current housing for a minimum of three (3) months unless the housing unit is determined to be in foreclosure.

To qualify for rapid rehousing assistance the applicant must be homeless or at risk of homelessness as defined in the previous section. There is no income threshold at the initial evaluation of rapid re-housing clients and their income eligibility will only be re-evaluated annually. Rapid re-housing applicants must also qualify under at least one of the following four categories to receive rental assistance:

1) Currently Employed or Proof of Future Management

Applicant must have either lost a job or had an unexpected medical expense that prevented them from paying their rent. Applicant must be currently employed and/or be able to demonstrate that the household will have the ability to pay for the housing after the ESG assistance is provided. Assistance is limited to 2 months delinquent and one month prospective rent, but not to exceed three months in total or until ESG funds are exhausted.

2) Active Job Seeker

Applicant must be actively seeking employment that will provide sufficient resources to ensure Remaining in housing after the ESG assistance is provided. The Applicant will meet with the employment services specialist who will consult with case managers to determine Applicant job readiness. Applicant will be required to document evidence of a minimum of 10 job applications a week, with 5 of these being face to face encounters. Weekly meetings with the employment services specialist and the case manager are required. ESG financial assistance is limited to 6 months in total.

3) Enrolled in Educational or Training Program

Applicant must be attending an educational/training program designed to provide stable employment upon graduation or completion of the program. The education/training must be in a field with current employment demand as certified by the Turning Points employment services specialist and Applicant must demonstrate regular progress towards completion of the program. Applicant must meet with case management on a regular basis, as agreed upon by the two parties. Applicant is limited to 1 month delinquent and 6 months prospective rent or

until the educational/training program is completed but not to exceed 7 months in total. Applicant may be currently under-employed or unemployed.

4) Approved for Other Cash Benefits

Applicant has been approved to receive a monthly payment benefit such as Social Security, Worker's Compensation, Unemployment or veteran's or work pension, but the benefit has been delayed which has caused the Applicant to become delinquent in their rent payment. A letter of approval of benefit **MUST** be provided prior to receiving ESG assistance. Assistance is limited to 2 months delinquent rent and 4 months prospective rent or until benefits are received but not to exceed 6 months total. Applicant may be currently under-employed or unemployed.

ESG ACTIVITIES FOR TURNING POINTS

Qualified Applicants will be eligible for the following assistance and services:

a) Financial assistance costs. ESG funds may be used to pay housing owners, utility companies, and other third parties for the following costs:

- (1) Rental application fees. ESG funds may pay for the rental housing application fee that is charged by the owner to all applicants for a maximum of three applications.
- (2) Security deposits. ESG funds may pay for a security deposit that is equal to no more than 2 months' rent.
- (3) Last month's rent. If necessary to obtain housing for a program participant, the last month's rent may be paid from ESG funds to the owner of that housing at the time the owner is paid the security deposit and the first month's rent. This assistance must not exceed one month's rent and must be included in calculating the program participant's total rental assistance, which cannot exceed 12 months.
- (4) Utility deposits. ESG funds may pay for a standard utility deposit required by the utility company for all customers for the utilities listed in paragraph (5) of this section.
- (5) Utility payments. ESG funds may pay for up to 6 months of utility payments per program participant, per service, including up to 6 months of utility payments in arrears, per service. A partial payment of a utility bill counts as one month. This assistance may only be provided if the program participant or a member of the same household has an account in his or her name with a utility company or proof of responsibility to make utility payments. Eligible utility services are gas, electric, water, and sewage. No program participant shall receive more than 6 months of utility assistance within a one year period.
- (6) Moving costs. ESG funds may pay for moving costs, such as truck rental or hiring a moving company. This assistance may include payment of temporary storage fees for up to 3 months, provided that the fees are accrued after the date the program participant begins receiving assistance under paragraph (b) of this section and before the program participant moves into permanent housing. Payment of temporary storage fees in arrears is not eligible. Clients will be eligible for payment of moving costs for one time only and circumstances must be non-voluntary.

b) Services costs. ESG funds may be used to pay the costs of providing the following services:

(1) Housing search and placement. Services or activities necessary to assist program participants in locating, obtaining, and retaining suitable permanent housing, include the following:

- (i) Assessment of housing barriers, needs, and preferences;
- (ii) Development of an action plan for locating housing;
- (iii) Housing search;
- (iv) Outreach to and negotiation with owners;
- (v) Assistance with submitting rental applications and understanding leases;
- (vi) Assessment of housing for compliance with Emergency Solutions Grant (ESG) requirements for habitability, lead-based paint, and rent reasonableness;
- (vii) Assistance with obtaining utilities and making moving arrangements; and
- (viii) Tenant counseling.

(2) Mediation. ESG funds may pay for mediation between the program participant and the owner or person(s) with whom the program participant is living, provided that the mediation is necessary to prevent the program participant from losing permanent housing in which the program participant currently resides.

(3) Legal services. ESG funds may pay for legal services, except that the eligible subject matters also include landlord/tenant matters, and the services must be necessary to resolve a legal problem that prohibits the program participant from obtaining permanent housing or will likely result in the program participant losing the permanent housing in which the program participant currently resides.

c) Use with other subsidies. Financial assistance under paragraph (a) of this section cannot be provided to a program participant who is receiving the same type of assistance through other public sources.

d) Determination of length of client participation

ESG funds will be used to assist eligible applicants with short term and medium term rental assistance not to exceed 18 months. The length of assistance will be mutually agreed upon with the applicant and clearly identified in their individual action plan. All payments will be calculated to be completed by the end of the ESG grant period, unless an extension has been granted. ESG funds may assist applicants with one time payments of rent in arrears not to exceed 3 months of arrears.

e) Determination of type and amount of assistance using Emergency Solutions Grant Funding

Rent assistance will be authorized for families and individuals meeting the eligibility criteria for homeless prevention aid as identified in 24 CFR 756.2 (definitions) paragraphs 2, 3, and 4. Payments for rent will not exceed \$1300 per month. The maximum level of direct financial assistance to be provided to an eligible household with ESG funding will be determined by the parameters of the category of assistance (homelessness prevention or rapid re-housing) the client will be applying for, with no household receiving more than \$12,000 in total assistance during the period of the grant. If the client requests additional services following case termination, an intake screening will be completed to determine if client is eligible for any additional service using ESG grant funds.

Application for Assistance: Applicants will apply online for assistance at the Turning Points website (www.tpmanatee.org) or call the coordinated care access CoC agency handling access (currently this is 211) to be screened for eligibility. If eligible for ESG, applications are forwarded by 211 to Turning Points and clients are scheduled to see ESG trained case managers. During an initial consultation and clients get an in depth eligibility assessment with which includes verifying documentation of income and residency. During the consultation the case manager determines eligibility for the ESG program, the type of assistance needed and the appropriate funding source if they do not qualify for ESG.

Applicant Documentation Requirements: All applicants for homelessness prevention and rapid re-housing will be required to provide documentation at intake to establish and verify eligibility for ESG funding based on homeless and financial status. All documentation must be submitted prior to a client receiving any ESG funding. The following documents are **required** at intake:

- 1) Verification of income – employment pay stubs, copies of payments received for child support and/or spousal support, payment stubs for TANF, SSI, SSDI, or other public assistance, any other assets
- 2) Valid legal picture identification (State or Federal) for head of household (applicant), social security cards for all household members that will be housed.
- 3) Verification of housing status
Priority for verifying housing status will be first priority for third party documentation, followed by intake worker observation second, and certification from the applicant third. Verification must include:
 - a) Formal eviction notice if being evicted from a private dwelling. Should be a court order resulting from an eviction action that requires the individual or family to leave their residence within 14 days after the date of their application for homeless assistance; or the equivalent notice under applicable Florida state law, a Notice to Quit, or a Notice to Terminate issued under Florida state law.
 - b) Statement describing the reason for eviction if eviction is from an applicant's family. The statement must be signed by the family member, dated and must be notarized.
 - c) If there is no formal eviction process, persons are considered evicted when they are forced out of the dwelling unit by circumstances beyond their control. In those instances, applicants must provide a signed and dated statement describing the circumstances. Case managers will make efforts to confirm that these circumstances are true, documenting these efforts and attesting to their validity. The case management verification should be signed and dated.

RECORD KEEPING

For each individual or family at risk of homelessness who receives Emergency Solutions Grant (ESG) assistance, case managers will ensure records include the evidence relied upon to

establish and verify the individual or family's "homeless or at risk of homelessness" status. Evidence will include an intake and certification form that meets HUD specifications and is completed by the case manager. The evidence must also include:

- (1) Income evaluation form containing the minimum requirements specified by HUD and completed by the case manager for the applicant.
- (2) Source documents for the assets held by the program participant and income received over the most recent period for which representative data is available before the date of the evaluation (*e.g.*, wage statement, unemployment compensation statement, public benefits statement, bank statement);
- (3) To the extent that source documents are unobtainable, a written statement by the relevant third party (*e.g.*, employer, government benefits administrator) or the written certification by the case manager of the oral verification by the relevant third party of the income the program participant received over the most recent period for which representative data is available; or
- (4) To the extent that source documents and third party verification are unobtainable, the written certification by the applicant of the amount of income the applicant received for the most recent period representative of the income that the applicant is reasonably expected to receive over the 3-month period following the intake evaluation.
- (5) The applicant's certification on a form specified by HUD that the program participant has insufficient financial resources and support networks; *e.g.*, family, friends, faith-based or other social networks, immediately available to retain housing stability and meets one or more of the conditions under paragraphs of the definition of "at risk of homelessness" in CFR § 576.2;
- (6) The most reliable evidence available to show that the applicant does not have sufficient resources or support networks; *e.g.*, family, friends, faith-based or other social networks, immediately available to prevent them from being evicted from their housing. Acceptable records must show:
 - (A) Source documents (*e.g.*, notice of termination from employment, unemployment compensation statement, bank statement, health-care bill showing arrears, utility bill showing arrears);
 - (B) To the extent that source documents are unobtainable, a written statement by the relevant third party (*e.g.*, former employer, public administrator, relative) or the written certification by the applicant or case manager of the oral verification by the relevant third party that the applicant meets one or both of the criteria of the definition of "at risk of homelessness" in § 576.2; or
 - (C) To the extent that source documents and third-party verification are unobtainable, a written statement by the case manager describing the efforts taken to obtain the required evidence.

D) *Determinations of ineligibility.* For each individual and family determined ineligible to receive Emergency Solutions Grant (ESG) assistance, the record will include documentation of the reason for that determination.

- (7) Program participant records that document compliance with the applicable requirements for providing services and assistance to that program participant, the services and assistance actually provided to the program participant, including, as applicable, any rental assistance and/or utility payments made on behalf of the program participant, and any eligible activities as directed in the CFRs § 576.101 through § 576.106, the provision on determining eligibility and amount and type of assistance at § 576.401(a) and (b), and the provision on using appropriate assistance and services at § 576.401(d) and (e).

COORDINATION OF SERVICES

Turning Points coordinates and integrates Emergency Solutions Grant funded activities with partner agencies and programs in the Continuum of Care that encompasses both Manatee and Sarasota Counties. Homeless service providers are directed to have potential clients use the 211 call system for clients seeking assistance with rent and utility services in Manatee County. The Coalition holds monthly meetings for homeless service providers as well as mainstream service and housing providers to network and share information about funding sources and services available for people who are homeless or at risk of becoming homeless. The primary method for clients to be referred to the appropriate service is by utilizing the 211 call center, the coordinated assessment system of the CoC.

PROCEDURE FOR PRIORITIZING ELIGIBLE APPLICANTS FOR ESG ACTIVITIES

Clients seeking ESG assistance are referred to complete the standardized intake application form through calling 211. Once the completed form has been entered into HMIS, it is printed off in the order in which it is received at Turning Points. Turning Points staff take each day's application and evaluate it to see if it meets basic eligibility guidelines as described under general eligibility requirements. Those who are not eligible based on the guidelines described there will be notified in the preferred method they indicated on the intake form. Those clients that meet basic eligibility are gathered in a group to be contacted. Those eligible applicants that have children in their household will be given priority and will be contacted first for appointments with the case managers out of the group of eligible applicants. Second priority will be given to veterans and applicants with disabilities. Eligible households without children and individuals will then be contacted for any remaining slots available for that day. This procedure will repeat each day, with any households with children that did not get appointments on a previous day being given priority for the next day's available appointment slots.



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