

## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

Seminole County has made progress in meeting the goals to address the high priority community development needs outlined in the Five-Year Consolidated Plan. Several goals have met or exceeded the anticipated accomplishments. Seminole County met and exceeded goals for Affordable Housing through implementation of the Purchase Assistance, Rehabilitation, Immediate Needs, and the Tenant-Based Rental Assistance Programs, and exceeded anticipated outcomes for the delivery of Public Services. Some One-Year goals were not met, however work on these activities is still in progress and is anticipated to be substantially completed by the end of Program Year 2018-2019.

The housing and community development improvement activities in Seminole County continue to be implemented using Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) funding, which provides for the availability and accessibility to decent and affordable housing to citizens, the support of public services, and the assistance in sheltering and housing homeless persons in our community.

The accomplishments and progress of year one of the Five-Year Consolidated Plan activities are described below in Table 1 – CDBG Accomplishments– Program Year & Strategic Plan to Date. This table demonstrates the actual accomplishments in meeting Strategic Plan and Action Plan goals during program year 2017-2018.

### Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Administration	Administration	CDBG: \$ / HOME: \$ / ESG: \$	Other	Other	1	1	100.00%	1	1	100.00%

Building Acquisition, Construction, Rehabilitation	Non-Housing Community Development	CDBG: \$	Other	Other	3	2	66.67%	3	3	100.00
Emergency Shelter Operation and Maintenance	Homeless	ESG: \$	Homeless Person Overnight Shelter	Persons Assisted	3950	1631	41.29%	790	811	102.66%
Homeowner Rehabilitation	Affordable Housing	CDBG: \$100000	Homeowner Housing Rehabilitated	Household Housing Unit	10	8	80.00%	1	1	100.00%
Homeowner Rehabilitation/Immediate Needs	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	85	65	76.47%	12	5	42.00%
Housing Construction or Rehabilitation (CHDO)	Affordable Housing	HOME: \$	Other	Other	10	0	0.00%	1	0	0.00%
Housing Construction/Rehabilitation for Resale	Affordable Housing	HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	5	6	120%	4	2	50%
Microenterprise Assistance	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	20	1	0.00%	50	1	2.00%
Public Services	Public Services	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	535	648	121.12%	215	447	207.91%

Purchase Assistance	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	10	6	50.00%	2	1	50%
Rapid Re-Housing	Homeless	ESG: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	60	63	105.00%	12	12	100.00%
Tenant Based Rental Assistance	Affordable Housing	HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	75	40	53.33%	30	30	100.00%
Water Line Improvements	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	2785	0	0.00%	2785	2785	100.00%

**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

Seminole County used CDBG, HOME and ESG funds to address the high priority community development needs outlined in the Five-Year Consolidated Plan. Affordable Housing is the highest priority need identified in this plan, and accomplishments which improved the affordability were realized through the Homeowner Rehabilitation program, which assisted 4 households with improvements using CDBG and HOME funding. The Immediate Needs program assisted 36 households with necessary repairs; and affordable rental housing was provided to 20 households through the Tenant-Based Rental Assistance program. Additionally, two households were assisted with becoming homeowners through the Purchase Assistance program.

Four public facility improvement projects were completed during FY 2017-2018. They include Phase 2 of the Midway Waterline Improvements, the Bookertown Park Facility Improvement, the Inspire Public Facility improvement, and the public facility improvement for the Inspire facility improvements. Approximately \$816,781 was drawn down in program year 2017 for the

Midway project. Phase II construction was completed in June, 2018.

Public Services is identified as a high priority need, and services provided using CDBG funds resulted in 53 individuals receiving access to necessary dental care, 38 families received assistance with child care. Mental health services were provided to 54 persons, and 99 elderly persons were able to participate in a senior services program. Two activities for the homeless were completed to improve coordination and address homeless needs specific to the Seminole County community. ESG funds were used to support shelter operations for three emergency shelters operating within Seminole County. A table outlining the high priority needs, objectives and accomplishments is included as an attachment to the report.

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## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME	ESG
White	105	13	215
Black or African American	240	18	282
Asian	8	0	6
American Indian or American Native	0	0	1
Native Hawaiian or Other Pacific Islander	0	1	0
<b>Total</b>	<b>353</b>	<b>32</b>	<b>504</b>
Hispanic	37	4	32
Not Hispanic	316	28	472

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

The activities funded with CDBG, HOME, and ESG served a diverse population and assisted 816 beneficiaries during FY 2017-2018. Due to variations in reporting accomplishment data into the IDIS database, this number may represent individuals served or families served, depending on the type of activity and the reporting requirements for that specific activity. The HOME data includes demographics for completed activities as well as demographics of TBRA program renters that were served during FY 2017-2018, even though the activities are still active and open. The ESG data was calculated using data from the SAGE HMIS repository system. This system change now allows ESG agencies to directly upload their accomplishments into the HMIS repository. One ESG provider, Safehouse of Seminole County, is a domestic violence shelter which does not use the HMIS system. Their demographics of the beneficiaries assisted in the domestic violence shelter are not included in the report.

Based upon the available data, of the total beneficiaries served, 37% of the beneficiaries were White, 60% were Black or African American, and less than 1 % served were Asian, American Indian or American Native, or Native Hawaiian or Other Pacific Islander. The ethnic composition of the beneficiaries reveals that approximately 8% are of Hispanic heritage.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	1,663,577	\$1,730,420.79
HOME	HOME	496,754	\$655,617.71
HOPWA	HOPWA	0	0
ESG	ESG	150,470	\$156,396.97
Other	Other		

Table 3 - Resources Made Available

### Narrative

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Bookertown	5	0	Bookertown Recreation Improvements
County-wide	65	61	Immediate Needs, Rehab, Public Services
Midway	30	19	Midway Waterlines

Table 4 – Identify the geographic distribution and location of investments

### Narrative

In Seminole County's Five Year Consolidated Plan for FY 2015-2019, a Market Analysis was conducted to identify the the needs of the communities that have a high concentration of racial and ethnic minorities;, as well as low-income, households. For the Market Analysis, areas of high concentration of racial was defind are concentrated is defined any area or neighborhoods within Seminole County that has a percentage of racial or ethnic minorities families higher than the total average of the County as a whole. The County's total average percentage of racial or ethnic minorities is 37 percent. The definition of "concentration" for areas where low -income families are concentrated is any area or neighborhood within Seminole County has a percentage of low-income families higher than the total average of the County as a whole. The County's average total average percentage of low-income families is 16 percent. According to an income survey completed by the Seminole County Community Development Division in 2013, 98 percent of households that responded to the survey in the Bookertown neighborhood within the County reported having incomes in low-moderate income range . The income survey was not conducted for any other neighborhoods, but Seminole County uses Bookertown to document the specific market characteristics and community assets that contribute to these types of housing issues.

Bookertown is an economically diverse neighborhood in Seminole County with an estimated population of 121 households. Bookertown's demographical population is primarily composed of middle aged (45-64 years of age) persons. According to the latest Census data collected, 80 percent of Bookertown's population is Black/African American. The gender divide in Bookertown is very small with 50.4 percent being male, and 49.6 being female. When examining housing tenure, Bookertown is primarily homeowner occupied, with 56.4 percent of the total households owning their homes. On average homeowners spend between \$1,500 and \$2,000 on housing costs. The average rental rate in Bookertown is between \$1,000 and \$1,500 per month.

#### **MSBU- Bookertown Recreation Improvements**

During FY 2017-2018, work was completed on the Bookertown Recreation Improvement Project. The project added sanitary facilities to the neighborhood park in Bookertown.

#### **Midway Water Improvements: Construction Phases Two and Three**

The Midway area of Seminole County has a population with predominately low- to moderate-income, exhibiting a greater need for assistance. This project is currently underway. Construction for Phases II began in FY 2016-17 to carry out the project goals and successfully enhance the Midway water system. Phase II construction was completed during FY 2017-2018. Phase III will be implemented once right of way has been secured for the remaining section of Main Street. It is anticipated that process will be completed during FY 2018-2019 and construction will be completed by 2020.

The majority of Seminole County's CDBG funds were used for activities Countywide.

## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

The CDBG, HOME, and ESG funds expended during FY 2017-2018 leveraged additional resources for the benefit of Seminole County, through meeting the match requirements for HOME and ESG and to meet total project costs when the amount of Federal program dollars available was not sufficient to fully fund the project. HOME housing projects were matched through the State Housing Initiatives Program (SHIP) funds which provided assistance to an additional 8 households. Additionally, the ESG required match was met through private or local general revenue funds budgeted by each implementing agency.

Seminole County has designated affordable housing lots throughout the County that may be used as leverage toward affordable housing projects funded with federal funds when necessary. As of 2018, Seminole County has 4 county-owned vacant lots that can be leveraged toward meeting affordable housing needs. During FY 2017-2018, Seminole County identified two parcels which will be developed through an agreement with Habitat for Humanity. The project will be developed and is anticipated to be completed during FY 2017-2018.

The CDBG, HOME, and ESG funds expended during FY 2017-2018 leveraged additional resources for the benefit of Seminole County to meet total project costs when the amount of Federal program dollars available was not sufficient to fully fund the project. The leveraged funds are from non-Federal sources and were contributed by the subrecipient organization in order to carry out their awarded project.

The matching requirements were satisfied through the use of State, local, and private funds. HOME housing projects were matched by the State Housing Initiatives Program (SHIP) funds which provided assistance to two additional households with rehabilitation/reconstruction of housing units. Additionally, the ESG required match was met through private or local general revenue funds budgeted by each implementing agency. All funding used to meet the HOME and ESG matching requirements originated from non-federal sources.

Seminole County has designated affordable housing lots throughout the County that may be used as leverage toward affordable housing projects funded with federal funds when necessary. Lots have been donated since 2016-2017 to Habitat for Humanity of Seminole County and Greater Apopka, as well as Orlando Neighborhood Improvement Corporation to develop affordable housing units for homeownership.



<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	14,479,872
2. Match contributed during current Federal fiscal year	264,841
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	14,744,713
4. Match liability for current Federal fiscal year	101,585.34
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	14,907,968

**Table 5 – Fiscal Year Summary - HOME Match Report**

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Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1800 Lincoln Ave., Sanford FL 32771	02/08/2018	128,214	0	0	0	0	0	128,214
1821 Alexander Ave., Sanford FL 32771	02/08/2018	136,627	0	0	0	0	0	136,627

Table 6 – Match Contribution for the Federal Fiscal Year

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at begin-ning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
0	0	0	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
<b>Contracts</b>						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
<b>Sub-Contracts</b>						
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0
	Total	Women Business Enterprises	Male			
<b>Contracts</b>						
Dollar Amount	0	0	0			
Number	0	0	0			
<b>Sub-Contracts</b>						
Number	0	0	0			
Dollar Amount	0	0	0			

**Table 8 - Minority Business and Women Business Enterprises**

<b>Minority Owners of Rental Property – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted</b>						
	Total	Minority Property Owners				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 9 – Minority Owners of Rental Property**

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
Households Displaced	Total	Minority Property Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 10 – Relocation and Real Property Acquisition**

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## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	12	47
Number of Non-Homeless households to be provided affordable housing units	0	64
Number of Special-Needs households to be provided affordable housing units	10	20
<b>Total</b>	<b>22</b>	<b>131</b>

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	22	20
Number of households supported through The Production of New Units	2	2
Number of households supported through Rehab of Existing Units	21	40
Number of households supported through Acquisition of Existing Units	0	2
<b>Total</b>	<b>45</b>	<b>64</b>

Table 12 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

The One-Year Goals for providing affordable housing during FY 2017-2018 was planned for a total of 45 households to be served; 12 homeless households by the ESG Rapid Rehousing program,. The non-homeless household goals were not specified in the FY 2017-2018 Action Plan, although more than 50 were actually assisted . The actual number served exceeded these goals as a total of 47 households received assistance using CDBG, HOME and ESG funds. The actual served for the above listed goals are as follows: 47 homeless households were served through the ESG Rapid Re-housing program; 20 non-

homeless households were served with Rental Assistance through the HOME funded TBRA program; 0 non-homeless households were supported through the CHDO activity; 36 non-homeless households were served with homeowner rehabilitation through the CDBG funded Immediate Needs program, with 4 served through the HOME and CDBG funded rehabilitation program; and 2 households were served with acquisition of existing units through the HOME funded Purchase Assistance Program.

Of these actual goals accomplished during FY 2017-2018, 47 were for homeless households, for non-homeless, and 20 were for special needs households to include persons with disabilities and the elderly.

<u>Description</u>	<u>One-Year Goal/Actual</u>
# of homeless provided affordable housing units	12/47
# of non-homeless provided affordable housing units	0/64
# of special-needs provided affordable housing units	20/20
<u># of households supported through: One-Year Goal/Actual</u>	
Rental Assistance	15/20
Production of New Units	2/2
Rehab of Existing Units	21/40
Acquisition of Existing Units	0/2

**When examining income level and housing tenure, the following were assisted: 20 extremely low income renters were assisted through TBRA. No low income renters were assisted through HOME rental assistance. Thirty-four (34) low income homeowners were assisted through the CDBG and HOME funding housing rehabilitation programs. Six (6) moderate income homowers were assistd through the CDBG rehabilitation programs.**

**Discuss how these outcomes will impact future annual action plans.**

The other 2 units planned for development in coordination with a Community Housing Development Organization (CHDO) activity were not completed, however Seminole County recently identified a CHDO to work with the County to develop affordable housing. The CHDO activity will occur in FY 2017-2018. With the exception of the CHDO activity, there is no indication these outcomes will impact any future action plans.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

<b>Number of Households Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	2	20
Low-income	30	7
Moderate-income	5	0
<b>Total</b>	<b>37</b>	<b>27</b>

**Table 13 – Number of Households Served**

**Narrative Information**

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## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

Under the County's current goals and funding priorities for the 2015-2019 Consolidated Plan, Street Outreach activities to assess the individual needs of homeless persons (especially unsheltered persons) have not been identified as a priority need and no strategies have been developed to increase this effort. The Homeless Services Network of Central Florida serves as the County's Continuum of Care (CoC) agency and partner to implement Street Outreach activities and report the latest Point-in-Time (PIT) survey counts to assist the local non-profit homeless service providers in developing and implementing strategies to address the needs of the current homeless population, whether sheltered or unsheltered. However, the Seminole County Community Services Department administers rapid re-housing activities, including case management and assessment through the ESG program. Seminole County also established a tenant based rental assistance program aimed at assisting the homeless during FY 201-2017. The TBRA program for homeless persons is expected to continue throughout the remainder of the Consolidated Plan period.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Seminole County, in partnership with three local non-profit homeless services providers, anticipates providing ESG funding to assist homeless persons who need shelter or are residing in emergency shelters or transitional housing facilities. The County plans to provide \$46,186 in ESG funds to the Rescue Outreach Mission for eligible operation and maintenance expenses to assist approximately 160 individuals who are in need or are currently residing in emergency shelters or transitional housing facilities owned and operated by the organization. The County provided \$20,000 in ESG funding to Safehouse for eligible operation and maintenance expenses to assist approximately 360 individuals who needed shelter or are currently residing in emergency shelter or transitional housing facilities owned and operated by the organization. Finally, the County awarded \$17,320 in ESG funding to Recovery House for eligible operation and maintenance expense. The agency assisted 292 who are in need of shelter or are currently in emergency shelter or transitional housing facilities owned and operated by the agency. Over 800 homeless persons were assisted during FY 2017-2018.

Seminole County also provided additional assistance using general revenue funds to an emergency shelter through its Community Services Agency (CSA) Program which provides for essential services to meet the unmet needs of the community. Over \$800,000 was awarded to area non-profit agencies through the CSA program during the 2016 program year.

### **Helping low-income individuals and families avoid becoming homeless, especially extremely**



**low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The Seminole County Community Services Department administers an internal housing financial assistance program that provides rental, utility, and mortgage assistance to qualified families who are experiencing financial hardship due to job loss, medical problems, elderly and disabled garnishments, and more. The rental, utility and mortgage assistance program is funded through Seminole County general revenue funds, and can be applied for directly through the Community Services Department. The Seminole County Community Services Department also works in partnership with local mental health services, healthcare, and housing supportive services providers in an effort to supplement funding resources needed for qualified applicants, including low-income individuals and families, and extremely low-income individuals and families, and persons with special needs being discharged from publicly funded institutions and systems of care.

Seminole County supports services to homeless persons discharged from medical facilities that are recuperating from an acute illness or injury by funding the Pathways to Care project using local general fund dollars. This project is implemented by Catholic Charities of Central Florida. \$40,565 was provided for housing and supportive services for 25 homeless persons. Seminole County had previously provided CDBG funds in the amount of \$260,000 to rehabilitate the Pathways to Care facility. As part of the agreement for these funds, Catholic Charities will continue to set aside a minimum of 10 shelter beds to homeless persons that are recovering from an illness or injury through September, 2019.

**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**

Seminole County supports various agencies that provide services to homeless individuals and families and help make the transition to permanent housing and independent living. During FY 2017-2018, through the Community Service Agency program (CSA), general revenue dollars were awarded to Safehouse of Seminole to provide services to victims of domestic violence and houses individuals and families in their emergency and transitional shelter facility. Safehouse also received ESG funds to support operating expenses. Rescue Outreach Mission, which also operates an emergency and transitional shelter, was awarded CSA and ESG funds to support their operations for services to the homeless, and Recovery House received ESG funds to support their operations. Each of these emergency shelters also provide case management and supportive services to facilitate the transition to

permanent housing for the individuals and families they serve.

Additionally, Seminole County allocated \$49,551 in ESG program funds for a Rapid Re-Housing project which provides rental, utility assistance, and supportive case management to homeless persons to secure housing. Of the projected 12 households goal for FY 2017-2018, a total of 47 households were provided assistance.

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## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

Continued communication and interaction are maintained with the Seminole County Housing Authority, and local nonprofit housing agencies to complement efforts to provide a full range of services to public housing, Section 8, and TBRA tenants. With regard to resident initiatives, the SCHA makes their Section 8 Rental Assistance Programs available for homeownership, assisting in mortgage payments for up to 15 years for eligible households. Seminole County successfully assisted a former PHA resident in achieving homeownership through the County purchase assistance program in October 2016. Also, the SCHA uses vendors and businesses owned by its own public housing residents to the greatest extent feasible for any work needed. The City of Sanford no longer operates a PHA, and the jurisdiction's Housing Choice Voucher program is operated by the Orlando Housing Authority. Seminole County has also entered into an agreement with the Seminole County Housing Authority to conduct the property standard inspections for the County's affordable housing programs.

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

The Seminole County Housing Authority provides internal programs and supportive services to its clients to help establish self-sufficiency and eventually move to homeownership. Supportive services include job training, financial counseling, networking with housing providers, etc. These supportive services are offered to all public housing residents as incentive to take control of their housing opportunities and improve their quality of life.

### **Actions taken to provide assistance to troubled PHAs**

There are two public housing authorities in Seminole County. HUD's Public and Indian Housing Information Center was checked and the Seminole County Housing Authority is not currently designated as troubled, and is eligible to receive direct funding from HUD to administer operation and maintenance activities, and rental assistance programs available to public housing agencies (PHAs). The Sanford Housing Authority is not currently designated as troubled; however, Sanford Housing Authority is currently undergoing a re-organization and does not currently own or operate any public housing units or administer any Section 8 Housing Choice Voucher programs for very low- and low-income residents. The Orlando Housing Authority, in partnership with the Sanford Housing Authority Advisory Board, is currently administering the Section 8 Housing Choice Voucher program for very low- and low-income residents in Sanford. Seminole County Housing Authority and Orlando Housing Authority have standard performance ratings as documented by the HUD Public and Indian Housing Information Center. Sanford Housing Authority and the City of Sanford recently received a choice neighborhood planning grant to help improve housing in Sanford. The City of Sanford is the co-applicant on the Choice Neighborhood Initiative Grant and an active participant in the planning initiative.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

During the in-depth review of the Florida statutes, laws and policies, it was concluded that the Chapter 163, Part II, F.S., Growth Policy; County and Municipal Planning; Land Development Regulation; Community Planning Act (Sections 163.3161 - 163.3217, F.S.) and Chapter 760, Part II, F.S., Florida Fair Housing Act (Sections 760.20 - 760.37, F.S.) have the biggest impact on fair housing choice regulation for local governments. These two specific laws outline requirements for housing development and define and prohibit discrimination in relation to fair housing choice. Though, neither were found to have direct negative impacts on fair housing choice. The direct negative impacts on fair housing choice were discovered when laws were not being properly enforced by local governments, or if land use regulations had to potential to restrict housing choice or propose housing development in areas of communities that could restrict access to goods and services required to achieve a safe and decent living environment.

Furthermore, public policies such as tax policies affecting land and other property could have a negative impact if the tax rates are increased for low-moderate income homeowners. Public policies such as land use controls, zoning ordinances, and building codes could have a negative effect on goals and objectives in this Consolidated Plan if it is discovered that any of these public policies limit or even restrict the type of housing development desired to achieve a goal or objective. It is a priority of the County to ensure local housing policies and procedures are closely monitored and evaluated to remove barriers to affordable housing.

## **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

The State Housing Initiatives Program (SHIP) funding received from the State of Florida is used to meet underserved affordable housing needs in the Seminole County community, and funds are used for the following activities:

- Purchase Assistance
- Homeowner Rehabilitation/Reconstruction
- Immediate Needs
- Rental and Security Deposits

Since so many very low and extremely low income households pay more than 30% of their income toward rent, a portion of the HOME TBRA Program and the CSBG Self-Sufficiency Program develop a household's capacity to earn more income on their own, after receiving vocational training or education and developing marketable job skills. Once viable employment is gained, stable households are

encouraged to apply for the above-mentioned purchase assistance. In addition, the HOME TBRA Program assists elderly and disabled households to alleviate them paying more than 30% of their income in rent. These households often do not have the ability to increase their household income and this assistance enables them to maintain their housing.

### **Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

Seminole County requires that all contractors complete a detailed work write-up to document an lead based paint hazard risk prior to construction on any affordable housing activities:

- If the building was constructed in 1978 or after, the construction date of the unit and source of information is to be recorded on the form.
- If the building was constructed before 1978, it requires visual inspection unless one of the following exceptions apply: a) No children under the age of 6 reside in the home. b) A previous lead based paint inspection has been conducted according to the HUD regulations and the unit was found not to have lead based paint, documentation must be attached. c) The property has identified and all lead based paint has been removed in accordance to HUD regulations. Documentation must be attached.
- If the building was constructed before 1978 and does not meet any of the exemptions above, the following actions must be taken: a) A brochure concerning lead based paint hazards is to be provided to the household. b) The client is to be provided with a Disclosure of Information on Lead Based Paint. c) The home must be visually inspected. The preparer must, at a minimum, complete HUD's online visual inspection training before the inspection is conducted. The inspecting party must answer the following questions:
  - Are interior painted surfaces free from deteriorated paint?
  - Are the exterior painted surfaces free from deteriorated paint?
  - Will any paint be disturbed during rehabilitation?

In accordance with the HUD Lead-Based Paint Regulation (24 CFR Part 35), rehabilitation work on housing built before 1978 that is financially assisted by the Federal government is subject to requirements that will control lead-based paint hazards. At the very least, Seminole County will test and repair any painted surface that is disturbed during the work. The County may stabilize deteriorated paint, which includes the correction of moisture leaks or other obvious causes of paint deterioration. Clearance examination will be conducted following most work activities to ensure that the work has been completed; that dust, paint chips and other debris have been satisfactorily cleaned up; and that dust lead hazards are not left behind. As necessary, a risk assessment will be done to identify lead-based paint hazards, perform interim control measures to eliminate any hazards that are identified or, in lieu of a risk assessment, perform standard treatments throughout a unit. The type and amount of Federal assistance and rehabilitation hard costs for the unit will determine the level of lead hazard reduction that will be completed.

Actions to address LBP hazards and increase access to housing without LBP hazards include:

- Ensure that contractors completing work write-up on housing units are certified to complete the proper testing
- When selecting homes for rehabilitation/resale, give priority to homes that were constructed after 1978
- Coordinate with the local health department to maintain statistics on housing units identified to contain LBP

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

Seminole County combines several funding sources in an effort to reduce the number of poverty-level families in the community. The TBRA program provides assistance to elderly and disabled households to work towards reducing poverty and homelessness by providing housing affordability while building self-sufficiency. This program model is used for both the HOME funded TBRA and Shelter Plus Care TRA activities. The Shelter Plus Care program is specific services to provide permanent supportive housing for previously homeless individuals and families. During FY 2017-2018, Shelter Plus Care activities assisted 47 households that were able to maintain housing and gain access to supportive services through this program. Additionally, long-term rental assistance is sometimes coupled with the CDBG-funded Dental Assistance and Child Care Assistance activities (and other supplemental public/social service assistance programs provided by the County, as necessary), depending on necessity and availability of funding. During FY 2017-2018, Community Services continued the Operation New Start Program. The Operation New Start project provides rental assistance and supportive services for homeless families with children. During FY 2017-2018, five (5) families participated in the program.. Seminole County has also partnered with a task force designed to address the issues of homelessness in the County, and directly supported this initiative through an award of General Revenue funds to the Central Florida Commission on Homelessness.

Households in the Self-Sufficiency Program are encouraged to work toward using the SHIP Purchase Assistance Program (for down payment assistance) or other housing subsidy programs to eventually gain homeownership or standard market rental housing. Seminole County also uses the Florida Community Services Block Grant (CSBG) funding to provide rental assistance during educational/vocational training to build self-sufficiency. In addition, CSBG funds are used to provide Training Vouchers to for individuals to attain vocational or education training to gain or increase their marketable employability. This funding can be used to provide assistance for TBRA\TRA participants or other income eligible applicants. Efforts are underway to identify and relocated those special needs households to dedicated units with affordable rents.

Also, both with and apart from the TBRA\TRA Programs, the CDBG-funded Child Care Assistance activity is intended to provide a means for very low income households, usually single parents with children, to obtain and maintain self-sufficiency through gainful employment and/or additional education. Normally, such heads of households can only locate low paying jobs. This activity offsets the relatively high cost of caring for their children while at work or while seeking employment. A job skills training program was also initiated in 2016-2017, and completed during FY 2017-2018.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

Key partnerships were maintained during the 2017-2018 Program Year. Relationships exist with Seminole County and several nonprofit organizations, for-profit housing developers, housing counseling agencies, supportive service providers, and other housing assistance providers.

Seminole County actively participates as a member agency of the Continuum of Care, and promotes continuing partnerships with affordable housing developers through the support of LIHTC projects and Habitat for Humanity of Seminole County and Greater Apopka Inc. Community Services provides training and technical assistance to the non-profit organizations it partners with, and maintains relationships with lending institutions that are approved to work with the affordable housing programs. Seminole County continues to forge new partnerships to ensure streamlined services for its citizens, including contracting with the Seminole County Housing Authority to provide inspection services for our affordable rental units.

### **Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

Seminole County enhances coordination between public and private housing and social service agencies by offering opportunities for financial support through federal funding activities and strengthening networking abilities through County sponsored community events, workshops and conferences.

Seminole County completed the following actions to enhance coordination between public and private housing and social services agencies:

- Seminole County conducted the annual Request for Applications process for local non-profit organizations to submit request for consideration of grant funding to carry out the goals and objectives outlined in the Consolidated Plan and One Year Action Plan
- Seminole County coordinates with the area Continuum of Care (CoC) agency, Homeless Services Network of Central Florida, and other local private homeless providers, on a weekly basis through the attendance at homeless population status meetings.

### **Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The 2015 Analysis of Impediments to Fair Housing Choice identified 5 impediments and recommended specific actions to overcome these impediments. The following actions were identified in the FY 2017-2018 One-Year Action Plan and specific actions taken during the year to address these impediments are described below:

Impediment 1: Lack of communication on issues in Housing Sales and Retail.

Remedy: More public notices through internet, TV and newspapers

Action Taken: Information on Fair Housing is made available on the Community Development website, including a Fair Housing Brochure which includes information on where to report suspected violations.

Impediment 2: Shortage of Affordable housing stock.

Remedy: Build new buildings and work with housing, landlords and property managers.

Action Taken: During FY 2017-2018 Seminole County supported the development of new affordable housing units through its partnership and funding award to Habitat for Humanity of Seminole County and Greater Apopka, Inc.. Three units were completed and sold to income eligible homebuyers during this time period.

Impediment 3: Access to loans and capital for homeownership.

Remedy: Teach and create materials for the public to not fall victim to scams and predatory lending.

Action Taken: Seminole County partnered with the University of Florida to provide housing education services for potential and current homeowners to include money management, credit counseling, and reverse mortgage information. While that contract ended during FY 2017-2018, Seminole County will procure a consultant to continue providing these services during FY 2018-2018.

Impediment 4: Access for minorities to housing outside of minority concentration

Remedy: Increase application from housing providers. CDBG and HOME incentive projects.

Action Taken: During FY 2017-2018, Seminole County partnered with Habitat for Humanity to develop 3 housing units for homeownership.

Impediment 5: Failure to make accommodation or modifications for disabled persons

Remedy: Outreach and education programs for housing providers, landlords and property managers. Fair housing enforcement and monitoring.

Action Taken: Affirmative Marketing Plans for any HOME assisted projects with 5 or more units are reviewed as part of the monitoring conducted. Compliance with ADA requirements are also reviewed during the annual monitoring of assisted affordable rental units.



## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

Seminole County ensures compliance with the programs from the project planning phase through the completion and close-out of the project. The Community Development team reviews proposed activities for eligibility and consistency with meeting the priority needs of the approved Five-Year Consolidated Plan.

Project reporting and timeliness reports are performed at various intervals. Performance reports are compiled and information pertaining to activity goals, objectives, and performance measurements are reported in the CAPER. The County has met CDBG timeliness of expenditure requirement for the 2017-2018 program year.

Seminole County provides oversight of the activities carried out using CDBG, HOME and ESG funds through desk and on-site monitoring of subrecipients, property owners of affordable rental properties assisted with HUD funds, and of homeowners provided purchase or rehabilitation assistance who are required to meet a period of affordability.

The Compliance Office, an internal section within the Community Services Department, is responsible for conducting annual monitoring on projects and subrecipient agreements. Long term oversight for properties assisted with grant funds through each individual period of affordability is also conducted by the Compliance Office.

A monitoring plan and schedule is prepared at the beginning of the program year, and the schedule coincides with a risk assessment conducted to determine the amount of monitoring needed to ensure compliance.

The monitoring of the CDBG, HOME, and ESG activities is conducted in accordance with the Comprehensive Monitoring Plan and Monitoring Subrecipients Policy and Procedure, a copy is appended to this CAPER report as an attachment. Oversight of the applicable requirements for the CDBG Program, are implemented in various methods accordingly:

- Uniform Administrative Requirements new circular 2 CFR Part 200- oversight is conducted by various program staff including Project Manager and Community Development team, Business Manager and staff, Compliance Office.
- Timeliness of Expenditure- monitored by Community Development and Compliance Office.
- Environmental Reviews -completed by Community Development Staff prior to any funds being expended on all CDBG funded projects.

- Uniform Relocation Assistance (URA)- Seminole County does not currently use CDBG for projects which would trigger involuntary displacement of a household, however, in the event of such a project the Community Development and Compliance Office staff would provide oversight to ensure the acquisition is implemented in accordance with HUD Handbook 1378.
- MBE/WBE and Section 3 hiring requirements are addressed in the procurement and contracting process. The encouragement of participation of MBE/WBE and Section 3 business concerns is done through the bidding process. A new minority contractor began working with Seminole County during FY 2017-2018 and was awarded a contract for Housing Reconstruction.
- Fair Housing Requirements- Call applicable policies and procedures incorporate Fair Housing and anti-discrimination policy.

Planning and Reporting- All planning and reporting is conducted in cooperation with Community Development and submitted by Compliance Office staff.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The citizen participation plan seeks to provide ways for the community of offer comments and feedback, with focus on minorities, low and moderate-income persons countywide. In accordance with the Citizen Participation Plan, notification of the availability of the CAPER was published in the Seminole County section of the Orlando Sentinel in advance of the 15-day public comment period on November 29, 2018 and was also posted to the County's website. Hard copies are made available at the Community Services Offices for persons who have limited access to a computer or those who require in depth explanations of our programs and requirements. Residents were encouraged to review the report and provide comments on the accomplishments and use of the funding. Comments are accepted through a variety of methods, including written comments, calls, emails along with feedback at the public meeting. The 15-day public comment period was open from the date of that advertisement, November 29, 2018 through December 14, 2018. A public meeting will be held on December 13, 2018 to provide citizens an opportunity to review and comment on the draft CAPER. Seminole County holds public meetings in locations that can accommodate persons with disabilities. The public meeting was held at the Community Services building this year in an effort to gain more participation. The meeting was held in Sanford, which has some of the highest concentrations of minority groups in Seminole County. The Community Services Department building is a location known to the community with regard to social services. No members of the public attended the public meeting and no comments were received prior to the submittal of the CAPER. Seminole County will consider the use of community centers and libraries as additional distribution points for future draft Action Plans and CAPERs. Copies of the public notices are included with submission of the CAPER.

**CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction’s program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

Seminole County continues to have positive experiences in administering affordable housing and community development programs, implemented by staff or through partnership with service providers, and does not anticipate a change in the program objectives outlined in the 5-Year Consolidated Plan. For a number of years Seminole County struggled with identifying and partnering with a Community Housing Development Organization (CHDO) in order to use the HOME funds designated for CHDO activities. During the 2016-2017 year, Seminole County was able to successfully locate and partner with an existing CHDO organization. An agreement to construct an affordable housing unit on vacant land donated by the County was developed and executed, and will be implemented and completed during FY 2018/2019.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**

N/A

## **CR-50 - HOME 91.520(d)**

### **Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

On-site inspections of affordable rental units assisted with HOME are conducted prior to move in, during annual recertification for TBRA clients, and at the time of annual monitoring conducted by the Compliance Unit. Seminole County currently contracts with the Seminole County Housing Authority (SCHA) for inspection and reinspection services in accordance with the HUD Housing Quality Standards (HQS) requirements.

Units that fail inspection require remediation within 30 days and reinspection is conducted after the landlord has made repairs. Units that fail inspection are not eligible for assistance with TBRA funds and would require the tenant move to an eligible rental unit. Inspections for units which house TBRA clients require are conducted for 100% of the program participants. The table below lists the projects which were inspected on-site during this program year, according to schedule in 24 CFR 92.504(d).

### **Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units. 92.351(b)**

Pursuant to HUD regulations, 24 CFR 92.351, the County has adopted affirmative marketing guidelines and enforces the guidelines by requiring HOME Program Agreement and the Firm Commitment Letter to include the development's affirmative marketing strategies

The County's affirmative marketing guidelines require policies and procedures to be included in an Affirmative Fair Housing Monitoring Plan for the following elements:

- Informing the public, owners and potential tenants;
- The advertising of vacant units;
- Owner's outreach efforts;
- Recordkeeping;
- Assessment of the affirmative marketing efforts of owners.

Seminole County provides for affirmative marketing of our HOME assisted units for all projects implemented internally or through our affordable housing partners. As part of the monitoring conducted, owners of all properties that have five or more HOME assisted units are required to have an affirmative marketing plan, and a review of that plan and actions taken are completed to ensure equal

access to affordable housing.

The County's Community Services Department provides information on Section 3 opportunities whenever seeking contractors for services provided, and includes the Section 3 Clause in all applicable contracts in which HOME funds will be used.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

According to the IDIS PR-09 report, Seminole County did not receipt any program income during FY 2017-2018.

During FY 2017/2018, HOME funds were expended to complete the following projects: 2 new construction/homeownership activities, 1 purchase assistance activity, and various tenant based rental assistance activities which provided assistance to 30 households. Program income was not receipted during FY 2017-2018, and therefore there was no HOME program income expended on any activities. Characteristics of households that benefitted from HOME expenditures on completed activities are as follows:

- New Construction/Homeownership: 2 total households benefitted. Income demographics include: 2 households earning between 51-80% AMI; Age demographics include: 2 head of households between 41-61 years old, both single parent households, with a racial demographic of being African American.
- Purchase Assistance: 1 single parent households earning between 51-80% AMI, with a racial demographic of being African American.
- Tenant Based Rental Assistance (TBRA): Of the 30 households served with TBRA, all earned between 0-30% AMI, 7 households were headed by single parent, race/ethnic demographics include: ace/Ethnic demographics include: 16 African American, 13 White, and 1 Hawaiian/Pacific Islander. There were 4 households with Hispanic heritage.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

Seminole County continues to foster and maintain affordable housing through it's HOME funds, and specific actions during FY 2017-2018 include:

- Completing 2 new construction homeownership activities for low income homebuyers.
- Providing purchase assistance to 1 homebuyers which made the units affordable for 1 low income households.
- Provided rental assistance to 30 income eligible elderly or disabled persons through the Tenant Based Rental Assistance (TBRA) program.