

# CITY OF BROWNSVILLE



## PY 2019-2020 Annual Action Plan DRAFT



CITY OF BROWNSVILLE  
OFFICE OF GRANT MANAGEMENT AND COMMUNITY DEVELOPMENT  
DEPARTMENT  
1150 E. Adams Street, 3<sup>rd</sup> FLOOR  
BROWNSVILLE, TEXAS 78520

## Executive Summary

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

#### 1. Introduction

The U.S. Department of Housing and Urban Development (HUD) requires entitlement communities to develop and submit an Annual Action Plan in order to access housing and community development funds. The 2018 Annual Action (Plan) represents year four of the 2015-2019 Consolidated Plan that was approved by HUD in October 2015.

This Plan is the City of Brownsville's (City) official application for HUD entitlement grants.

The proposed programs and services are requested to be funded for the City's Fiscal Year (FY) 2019, Program Year (PY) 2018 (Oct. 1, 2018 – Sept. 30, 2019). There are three sources of federal program funds in this application, all of which will be administered by the Office of Grant Management and Community Development Department (OGMCD):

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Emergency Solutions Grant (ESG)

The key elements of this plan include the needs assessment, priority needs, specific objectives, and information on how the proposed activities address identified needs and objectives.

#### 2. Summarize the objectives and outcomes identified in the Plan

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

#### SPECIFIC OBJECTIVES & OUTCOMES

1. To encourage the provision of affordable housing through the rehabilitation of the existing housing stock and through the promotion of new housing and rental housing.
2. To provide the necessary infrastructure (streets, sewer improvements, sidewalks, etc.) in support of a suitable living environment.
3. To provide public facilities and assistance for the improvement of quality of life conditions for low and moderate income residents.
4. To provide public services in the areas of youth services, health services, education services, disability services, senior services, job training, and homelessness services.
5. To expand the economic opportunities for low and moderate income residents.
6. To provide for planning activities that will promote a more viable, safe, and affordable environment, particularly for low and moderate income residents.
7. To reduce chronic and family homelessness.

The activities that will enable the City to achieve these objectives and outcomes in PY 2018 are listed below:

Decent Housing: Activities that will facilitate making decent housing more available, accessible, affordable, and sustainable for low- and moderate-income residents, including:

- Homebuyer Assistance Program
- New construction of energy-efficient affordable homes

Activities that will help make suitable living environments more available, accessible, affordable, and sustainable for low- and moderate-income residents, including:

- Counseling and Intervention Services
  - Child Abuse Services

- Support services for populations with special needs (e.g. elderly, persons with disabilities)
- Reconstruction of streets and street improvements
- Drainage improvements
- Services for the homeless
- Fire Equipment
- Health care services

### **3. Evaluation of past performance**

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

Each year the City submits a Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. This report serves as a description of how funding was expended during the last program year and uses the Plan as a benchmark document in which performance can be measured. Major accomplishments during the most recent completed program year, PY 2016 (Oct. 1, 2016 to September 30, 2017), include the following :

#### **Decent Housing**

- Provided 50 homebuyers with down payment and closing cost assistance
  - 3 Homes were reconstructed through the HOME Owner Occupied Reconstruction and Rehabilitation Program (OORR)
- Provided housing relocation and stabilization services and short-term assistance to 78 persons who are homeless

Activities in the City's 2017 Annual Action Plan allowed the City to provide funding for programs that foster decent housing including the Homebuyer Assistance Program, and the Energy Efficient Homes New Construction.

## **Suitable Living Environment**

**The City utilized 95.71% of funds for activities benefiting low and moderate income persons.**

- Served 350 individuals through enrichment and achievement programs
- Provided health services to 83 persons
  - Counseling and Intervention services 186
- Provided day/night shelter, essential services, case management, and other services to 629 homeless individuals

Activities in the City's 2017 Annual Action Plan allowed the City to implement different social services programs that foster a suitable living environment including Computer Skills Training, Rehab Services to Children with Special Needs, Services for abused and neglected children, Financial Counseling Services, Palliative Patient Care, and Emergency Shelter/Rapid Rehousing/and Street Outreach operations.

## **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

As required by the U.S. Department of Housing and Urban Development (HUD) Rules and Regulations, the City of Brownsville complies with regulation 24 CFR 91.105, Citizen Participation Plan (CPP) for local governments as outlined. The City has adopted a citizen's participation plan that sets forth the City's policies and procedures for citizen participation. This Citizen Participation Plan was submitted with the 2015-2019 Consolidated Plan and was approved in August 2015. The CPP was amended in July 2016 to reflect AFFH language and in August 2018 to update language, clarify amendments, and increase the focus on direct resident input by enhancing the scope of the Community Voice Campaign.

The Office of Grant Management and Community Development (OGMCD) is responsible for producing the 2018 Annual Action Plan. In this capacity, OGMCD works with the community, City departments, the

Housing Authority of the City of Brownsville, non-profits, and other stakeholders to ensure that the planning process is both comprehensive and inclusive.

OGMCD solicits information from the community, City departments, the private sector, non-profits, neighborhood-based organizations, and residents regarding existing conditions and strategies for addressing current needs. On an annual basis, OGMCD holds its Community Development Summit, which is available to the public in the Fall. During the Summit, the City provides information regarding the overall funding cycle, the Consolidated and Annual action plan and activity updates, citizen participation plan, Community Voice Campaign, and other updates. Individuals then participate in workshops regarding the CDBG, HOME, and ESG programs. The summit also offers a free Grant Writing Workshop session hosted by OGMCD to all participants.

The Community Voice Campaign, which is an integral piece of our Citizen Participation Plan, is kicked off on an annual basis in the Fall. Its mission is to ensure that the residents of Brownsville are able to actively engage in making recommendations for community improvements. The City, alongside its partners, focus on collaborative community outreach and conducts electronic and manual surveys to capture the citizens' priorities. The top priorities are reflected in the consolidated and annual action plans. Throughout the year, OGMCD actively engaged and consulted with different agencies, groups, organizations, fellow city departments, and citizens to ensure public input. For the 2018 Action Plan, the City of Brownsville held its 30-day comment period from July 02, 2018 -August 01, 2018. Within the comment period, two public hearings took place; the first public hearing was held on July 11, 2018 at the Brownsville Public Library and the second public hearing was held on July 19, 2018 at the Brownsville Southmost Branch Public Library. The 2018 Action Plan was approved by the Brownsville City Commission on August 07, 2018.

## **5. Summary of public comments**

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

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A total of eight written public comments were received. None of the comments opposed the proposed activities under the 2018 OYAP. Some of the comments were direct in that they supported the plan and its activities and the majority of the comments included what the citizen would like to see in their community. The following are more details regarding the eight comments: make improvements under the overpass to include canoeing and food courts, drainage improvements, street improvements, downtown historic preservation, safety, repurpose train for café, more city involvement for deaf community, Southmost planetary observatory programming, park needs at La Posada Circle, funding for window screens, down payment assistance, and match state and federal programs.

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

The city recognizes the comments provided by the public. Numerous activities that were brought up by the citizens are included in the proposed projects under the 2018 Action Plan including street improvements, drainage improvements, leveraging projects with state and federal programs, and down payment assistance. For the rest of the input provided by the Citizens, City staff members discussed current and future plans of the City that pertain to the feedback that was provided. For example, funding opportunities for improvements under the overpass and La Posada park are being researched by the grant management division, downtown historic preservation is led by the City's Main Street Board and have dedicated staff and resources for Downtown revitalization, private funding is currently being pursued for the repurposing of a caboose, the City has made it a priority to ensure that residents with special needs such as those that are sensory impaired are met and have formally approved an item to acknowledge progress and future plans for the special needs program for the residents of Brownsville that was presented before the July 30, 2018 City Commission meeting.

## **7. Summary**

### **Community Development Summit**

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

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

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

Agency Role	Name	Department/Agency

**Table 1 – Responsible Agencies**

**Narrative (optional)**

Lead Agency: City of Brownsville, TX

CDBG Administrators: Marina Zolezzi, Director (Primary Contact), Efren Trujillo, Assistant Director, and Julia Lash, Program Manager (Secondary Contact)

HOME Administrator: Armando Rangel, Housing Manager and Efren Trujillo, Assistant Director (Secondary Contact)

ESG: Mary Ann Perez, Social Service Coordinator and Julia Denisse Lash, Program Manager (Secondary Contact)

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

The City has ongoing relationships with several housing providers working on housing development activities. The CHDO system provides a forum for assisting these agencies to grow and meet their own targeted clientele. The City also works with the Housing Authority of the City of Brownsville (HACB) to utilize Section 8 vouchers from the federal government to address the housing needs of the City's lowest income households. The City, in partnership with Community Development Corporation of Brownsville (CDCB) & HACB, will continue to guide public housing residents into homeownership. In addition, the City has partnered with public housing to collaborate on place based initiatives such as Choice Neighborhood and Promise Zones. These initiatives allow for further community outreach, partnerships, and support that helps improve the living environment for the residents of Brownsville. More specifically, within the Choice Neighborhood Initiative, resident/neighborhood/business surveys, community meetings, and working groups were established to identify the needs of the residents that live in the housing development and the neighborhood. The meetings are held at least once a month. Working groups include residents, resident leaders, city leaders, nonprofits, service agencies, civic leaders, and members of the community. The information produced from the Choice Neighborhood Initiative has been used to coordinate efforts and ensure that resources are matched with the needs of the community. The two year planning process resulted in the finalization of the Choice Neighborhood Transformation Plan for the Buena Vida neighborhood. Once officially approved by HUD, the Transformation Plan will be used to request a NRSA for the Buena Vida Neighborhood. Through the Continuum of Care process, the City maintains relationships with mental health providers, homeless shelter and services providers, and other governmental agencies with specific responsibilities for homeless individuals and families. The City also participates in a variety of other coalitions such as the Veterans and the Homeless Coalitions that seek to address other issues that relate to housing and service needs in an encompassing approach bringing in many organizations to work for a common goal.

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

The City is involved with the Cameron County Homeless Coalition to plan, organize, and deliver supportive and housing services to homeless persons. Partners continue to work toward reducing the confusion among sub recipients related to the definition of "homeless" and "at-risk homeless," synthesizing resources, and keeping in track with the area's growing "homeless" and "at-risk homeless" populations due to the high turnover rate at the social service agencies. The Cameron County Homeless Coalition meets on a monthly basis to sort out any questions or concerns regarding homelessness in the area and to reiterate the HUD definition of homelessness. In partnership with the City, the Homeless

Network's principle goal is to create a seamless flow of services to homeless individuals and families that will create a "sustainable form of livelihood" that can ensure permanent housing meant for human habitation. It also focuses on shifting services to a Housing First approach in which agencies should house anyone without any pre-determined conditions such as substance abuse, etc. The idea is to provide harm reduction after housing the homeless individual. By doing so, the systematic change is necessary to provide the seamless flow of services.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The City is involved with the Texas Homeless Network (THN) in gathering survey data to assist homeless (or at risk) clients by assessing the mainstream benefit programs such as Food Stamps, Medicaid, Medicare, One-Stop Career Center System, Social Security Disability Insurance, State Children's Health Insurance Program, Supplemental Security Income, Temporary Assistance for Needy Families, Veteran's Affairs Compensation, and Veteran's Affairs Health Care. The HEARTH Act mandates a coordinated assessment model for all entities considering applying for any homeless assistance funds. The THN Balance of State Governance Board has established a Coordinated Assessment Steering Committee in order to develop an assessment model to be used by Texas Balance of State members; furthermore the City of Brownsville's Program Manager continues to serve on the board as the Local Government Chair.

The City of Brownsville, along with the Cameron County Homeless Coalition, are currently working with the Texas Homeless Network (THN) to produce a seamless process when assisting individuals/families with services that are needed. The Cameron County Homeless Coalition launched their Coordinated Entry efforts with service providers throughout the county shortly after the coordination was approved. There are continuous trainings provided to agencies for HMIS and how it will work alongside the Coordinated Entry efforts which are held at monthly meetings and online trainings provided by THN.

Performance standards were put together by the Cameron County Homeless Coalition and were reviewed by THN. These standards took effect January 2018. The Cameron County Homeless Coalition will provide ongoing feedback regarding the performance through work groups and established data teams to understand the most vulnerable in the community. The work groups and data teams provide evaluations on a monthly basis (before or after the Homeless Coalition meetings) as well as a yearly evaluation to address the quality and effectiveness of Coordinated Entry.

HMIS staff will maintain and monitor the database integrity. The client's information will be inputted into HMIS within 24 hours of an intake with client. The intakes should be monitored for completeness of entry and report quarterly quality assurance reports.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City is involved with the Texas Homeless Network (THN) in gathering survey data to assist homeless (or at risk) clients by assessing the mainstream benefit programs such as Food Stamps, Medicaid, Medicare, One-Stop Career Center System, Social Security Disability Insurance, State Children's Health Insurance Program, Supplemental Security Income, Temporary Assistance for Needy Families, Veteran's Affairs Compensation, and Veteran's Affairs Health Care. The HEARTH Act mandates a coordinated assessment model for all entities considering applying for any homeless assistance funds. The THN Balance of State Governance Board has established a Coordinated Assessment Steering Committee in order to develop an assessment model to be used by Texas Balance of State members; furthermore the City of Brownsville's Program Manager continues to serve on the board as the Local Government Chair.

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

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	Housing Authority of Brownsville
	<b>Agency/Group/Organization Type</b>	PHA Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy Market Analysis Anti-poverty Strategy Choice Neighborhood
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process, identified needs through partnerships with the CN Plan and Brownsville Comprehensive Housing Plan. Participated in the Resident Meeting to present OYAP and gather feedback.
2	<b>Agency/Group/Organization</b>	Good Neighbor Settlement House, Inc.
	<b>Agency/Group/Organization Type</b>	Services-homeless Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process, consulted with organization throughout the year to discuss projects that would meet needs identified in the Con Plan and Action Plan.
3	<b>Agency/Group/Organization</b>	Brownsville Society for Crippled Children d/b/a Moody Clinic
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Health Health Agency Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
4	<b>Agency/Group/Organization</b>	CATHOLIC CHARITIES OF RGV
	<b>Agency/Group/Organization Type</b>	Services - Housing Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy Lead-based Paint Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
5	<b>Agency/Group/Organization</b>	Brownsville Literacy Center
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Education Services-Employment Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
6	<b>Agency/Group/Organization</b>	SUNSHINE HAVEN, INC.
	<b>Agency/Group/Organization Type</b>	Health Agency Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs Homelessness Strategy Market Analysis Anti-poverty Strategy Palliative Care
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.

7	<b>Agency/Group/Organization</b>	Friendship of Women, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process
8	<b>Agency/Group/Organization</b>	LA POSADA PROVIDENCIA
	<b>Agency/Group/Organization Type</b>	Services-homeless Shelter for refugee Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy Homelessness
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
9	<b>Agency/Group/Organization</b>	Recovery Center of Cameron County
	<b>Agency/Group/Organization Type</b>	Health Agency Neighborhood Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
10	<b>Agency/Group/Organization</b>	COMMUNITY DEVELOPMENT CORPORATION OF BROWNSVILLE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
11	<b>Agency/Group/Organization</b>	UNITED WAY OF SOUTHERN CAMERON COUNTY
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment Neighborhood Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy Performance Measures Implementation
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
12	<b>Agency/Group/Organization</b>	Communities In Schools of Cameron County
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy At Risk Youth
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.

13	<b>Agency/Group/Organization</b>	THE BISHOP E. SAN PEDRO OZANAM CENTER INC.
	<b>Agency/Group/Organization Type</b>	Services-Victims of Domestic Violence Services-homeless Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
14	<b>Agency/Group/Organization</b>	VALLEY AIDS COUNCIL
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Services-Health Services - Victims Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Non-Homeless Special Needs Market Analysis Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
15	<b>Agency/Group/Organization</b>	CASA of Cameron and Willacy Counties, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Victims of Domestic Violence Services - Victims Child Welfare Agency Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	volunteer advocacy program for the children
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
16	<b>Agency/Group/Organization</b>	State Rep. Eddie Lucio III
	<b>Agency/Group/Organization Type</b>	Other government - State Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	State funding for South Texas
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
17	<b>Agency/Group/Organization</b>	Harlingen Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA Neighborhood Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
18	<b>Agency/Group/Organization</b>	Family Endeavors
	<b>Agency/Group/Organization Type</b>	Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
19	<b>Agency/Group/Organization</b>	Community Action Corporation Of South Texas
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Emergency Assistance
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.

20	<b>Agency/Group/Organization</b>	Education Research Institute
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Grant writing
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.
21	<b>Agency/Group/Organization</b>	Jubilee Academic
	<b>Agency/Group/Organization Type</b>	Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Academic Center
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Invited to participate in the Action Plan development process.

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

No specific organizations were intentionally left out of the citizen participation process. Consulted with BMetro throughout the year including the leveraging of grants to provide needs identified such as bus shelters.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Balance of State CoC	The Cameron County Homeless Coalition provides the local contribution to the State's Balance of State CoC. The Con Plan and Annual Action Plan incorporate goals to address CoC needs where appropriate.

**Table 3 – Other local / regional / federal planning efforts**

### **Narrative (optional)**

Brownsville works closely with other local communities in the Cameron County Homeless Coalition process, state agencies, local non-profit organizations, and other departments of the City of Brownsville in the development of programs to address housing, homelessness, and community development needs covered by the annual action plan and consolidated plan. Specific priorities are identified and ranked through the citizen participation process utilizing group sessions, forums, and surveys. The City continues to rely on its ongoing partnerships to ensure that the community input is incorporated into the plan.

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## **AP-12 Participation – 91.105, 91.200(c)**

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

The City of Brownsville Citizen's Participation Plan (CPP) sets forth the City's policies and procedures involving public participation. The City is able to provide translation services for any public hearing/meeting as outlined in the CPP. During the planning process, the City expanded meaningful access to non-English speaking residents by fully translating the notices that were published to Spanish. Public Hearings were also provided in English and Spanish.

On an annual basis, OGMCD holds its Community Development Summit, which is opened to the public in the Fall. During the Summit, the City provides information regarding the overall funding cycle, the Consolidated and Annual action plan and activity updates, citizen participation plan, Community Voice Campaign (CVC), and other updates. Individuals then participate in workshops regarding the CDBG, HOME, and ESG programs. The summit also offers a free Grant Writing Workshop session.

This past fall, marked another year of the City's CVC wherein the OGMCD and partners take the lead to ensure that the voices of Brownsville's citizens are heard. The CVC continues to grow in responses to its community development needs survey and the results drive the City's efforts and decisions for HUD funding. The City, alongside its partners, focus on collaborative community outreach and conducts electronic and manual surveys to capture the citizens' priorities. The top priorities are reflected in the consolidated and annual action plans.

The City held a series of public hearings and conducted a 30-day comment period to solicit input on the City's proposed 2018 Annual Action Plan. All publications were in a local newspaper of general distribution. *6th Annual Summit: November 07, 2017, Letter of Intent Deadline: December 22, 2017, Call for Full Proposals: February 21, 2018, Technical Assistance: March 01, 2018, Application Deadline: March 16, 2018, Evaluation of Applications: April 28, 2018 - May 25, 2018.*

**Funding Process:** After the applications were received and reviewed for eligibility, they were scored and ranked, from highest to lowest based on citizen priorities and other established criteria.

**Comment Period:** The draft of the Plan was then made available for 30-day comment period on Monday, July 02, 2018 - Wednesday, August 01, 2018. Brownsville residents were encouraged to submit written comments on the proposed Plan during the 30-day comment period, visit the office, attend public hearings, or were encouraged to call the office. During the comment period, two public hearings were held; one at the Brownsville Public Library meeting on July 11, 2018 and the other at the Brownsville Southmost Branch Public Library meeting on July 19, 2018. Recommendations were then presented before the City Commission for final approval on August 07, 2018.

All public comments were accepted and have been included in this plan. All agencies consulted are listed in the chart on AP-10.

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**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	1st public hearing was held at the Brownsville Main Public Library on July 11, 2018	Resident stated the need for more assistance for the Hearing Impaired.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	1st Public Hearing was held at the Brownsville Public Library on July 11, 2018	<p>Resident stated that the drainage need improvement in the following areas: PUB areas, 1st &amp; Madison, Behind Olveira and Egly Schools.</p> <p>Downtown historic preservation and safety speed bumps retains water.</p> <p>Train station repurpose as a cafe or another antique.</p>		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Community Events	Minorities Non-targeted/broad community	1st Public Hearing was held at the Brownsville Public Library on July 11, 2018	Resident asked on the following projects: Public Works Projects and Streets. He fully supports the plan. (Citizen cannot write and asked for staff member to write down his agreement with one year action plan.)		

4	Public Hearing	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p>	<p>2nd Public Hearing was held at the Brownsville Southmost Branch Public Library on July 19, 2018</p>	<p>Resident stated that the Southmost Planetary Observatory need to be open on Special occasions to be able to view full moon, stars and planets. Suggested that the new park centered by: La Posada circle it used to be a head start facility. Please make the park for the community to be used for walking trails and bike riding safely. Kids need to spend more time in the outdoors to eliminate obesity and the park will help kids be more active. Resident ask if there is assistance available for low income</p>		
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
				people for window screens.		
5	Public Hearing	Minorities	2nd Public Hearing was held at the Brownsville Southmost Branch Public Library on July 19, 2018	Resident stated HOME project: Down payment assistance.		
6	Public Hearing	Minorities	2nd Public Hearing was held at the Brownsville Southmost Branch Public Library on July 19, 2018	Resident stated that the 4 million dollars should be used to match state and federal programs that benefit the community.		
7	Public Hearing	Minorities	2nd Public Hearing was held at the Brownsville Southmost Branch Public Library on July 19, 2018	Resident stated water board should do drainage and water lines on Bocachica Blvd. before TXDOT does it.		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Entitlement grant resources totaling \$4,149,262.00 are planned during the next program year (October 1, 2018 - September 30, 2019) to address obstacles to meet underserved needs, foster decent housing, provide public housing improvements and resident initiatives, reduce the number of people below the poverty line, develop institutional structures, and enhance coordination between public and private housing and social service agencies. The Office of Grant Management and Community Development (OGMCD) possesses a unique stand with its ability to find and leverage federal and private funding through its team of grant writing professionals, whom collaborate with other City departments and local entities to leverage additional funding for community projects. The City is constantly seeking supplemental funding for its One-Year Action Plan

as well as for building upon its citizen-driven vision.

**Anticipated Resources**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,698,987	0	0	2,698,987	2,411,312	Refer to AP-35 for CDBG Projects.
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	920,577	300,000	0	1,220,577	183,100	Refer to AP-35 for HOME Projects.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	229,698	0	0	229,698	255,094	Refer to AP-35 for ESG Projects.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The Office of Grant Management and Community Development (OGMCD) is composed of the Grants Division and Community Development Division. Together, OGMCD is able to leverage the City of Brownsville's entitlement funds when it applies for outside funding. For example, the Brownsville Community Resource Center and Brownsville Performing Arts Academy are ongoing projects where CDBG funding was leveraged to received outside funding such as, certificate of obligation, 4 B funds (sales tax revenues), and state grants. For the PY 2018 proposed projects, several capital projects will be leveraged using additional resources. Some of these projects include: the Calvin Street and Canal Improvement (Drainage improvement) approximately \$51,000 of local funds will be used to complete the project; in addition, the highest ranked priority for our community are street overlay improvements which will include approximately \$1,200,000 of local funds as match in form of cash and in-kind; and lastly, the Fire department will provide approximately \$20,000 in local funds which will be used to purchase the additional equipment needed for the all-terrain Emergency vehicle to help service the citizens in need that are located in hard to reach areas.

For the HOME program the City of Brownsville has met HUD's criteria of fiscal distress as of May 22, 2017 (<https://www.hudexchange.info/resource/4422/home-match-reductions/> ).

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

City property will be used to address the needs identified in the plan such as Calvin Street & Canal Improvements (Full Reconstruction and Drainage Improvements) and City Streets (Overlay) as outlined in AP 35.

**Discussion**

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## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Drainage Improvements Objective	2016	2019	Non-Housing Community Development	CDBG Eligible Areas	Public Improvements	CDBG: \$600,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 16032 Persons Assisted
2	Street Improvements Objective	2016	2019	Non-Housing Community Development	CDBG Eligible Areas	Infrastructure - Streets and Sidewalks	CDBG: \$1,167,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 59199 Persons Assisted
3	Homebuyer Assistance Objective	2015	2019	Affordable Housing	Citywide	Housing Assistance	HOME: \$783,519	Direct Financial Assistance to Homebuyers: 32 Households Assisted
4	Administration Objective	2015	2019	Administration	Citywide	Administration	CDBG: \$539,797 HOME: \$92,058 ESG: \$17,227	Other: 1 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Emergency Shelter Assistance	2015	2019	Homeless	CDBG Eligible Areas	Homeless Shelters	ESG: \$100,000	Homeless Person Overnight Shelter: 810 Persons Assisted Other: 510 Other
6	Rapid Re-Housing Objective	2015	2019	Homeless	CDBG Eligible Areas	Emergency Housing Assistance	ESG: \$79,271	Tenant-based rental assistance / Rapid Rehousing: 40 Households Assisted
7	HMIS Objective	2015	2019	Homeless	CDBG Eligible Areas	Emergency Housing Assistance	ESG: \$33,200	Other: 2 Other
8	Child Abuse Services Objective	2015	2019	Non-Homeless Special Needs	CDBG Eligible Areas	Child Care Services Domestic Violence/Child Abuse Youth Services	CDBG: \$50,000	Public service activities other than Low/Moderate Income Housing Benefit: 138 Persons Assisted
9	Health Care Services Objective	2015	2019	Non-Homeless Special Needs	CDBG Eligible Areas	Health Services/Substance Abuse	CDBG: \$111,256	Public service activities other than Low/Moderate Income Housing Benefit: 87 Persons Assisted
10	Special Needs Children Objective	2015	2019	Non-Homeless Special Needs	CDBG Eligible Areas	Child Care Services Disability Services Health Services/Substance Abuse	CDBG: \$35,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
12	Counseling and Intervention Services Objective	2015	2019	Non-Homeless Special Needs	CDBG Eligible Areas	Mental Health Services/Supportive Services	CDBG: \$25,000	Public service activities other than Low/Moderate Income Housing Benefit: 3519 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Fire Equipment Objective	2015	2019	Non-Housing Community Development	Citywide CDBG Eligible Areas	Public Improvements Public and Community Facilities	CDBG: \$170,933	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 15618 Persons Assisted
14	Housing Development Objective	2015	2019	Affordable Housing	Citywide	Housing Development	HOME: \$345,000	Homeowner Housing Added: 3 Household Housing Unit

Table 6 – Goals Summary

### Goal Descriptions

1	<b>Goal Name</b>	Drainage Improvements Objective
	<b>Goal Description</b>	Funds will be used to improve the drainage system of the City of Brownsville. The start year for this goal should be reflecting 2015 however, we are unable to correct it because it was populated directly from the ConPlan which unfortunately does not reflect the correct date. The start year for this goal is 2015 and will end in 2019, which is in alignment with the 2015-2019 ConPlan. This continues to be one of the citizens' top priority.
2	<b>Goal Name</b>	Street Improvements Objective
	<b>Goal Description</b>	Funds will be used to improve or reconstruct the streets in CDBG eligible areas of the City of Brownsville. The start year for this goal should be reflecting 2015 however, we are unable to correct it because it was populated directly from the ConPlan which unfortunately does not reflect the correct date. The start year for this goal is 2015 and will end in 2019, in alignment with the 2015-2019 ConPlan. This continues to be one of the citizens' top priority.

3	<b>Goal Name</b>	Homebuyer Assistance Objective
	<b>Goal Description</b>	HOME funds will be use for Hombuyer Assistance Program & CHDO New Constructions.
4	<b>Goal Name</b>	Administration Objective
	<b>Goal Description</b>	Funds will be used for general administration, staffing and equipment; and develop, administer, revise, implement, and evaluate the day-to-day operation of entitlement programs.
5	<b>Goal Name</b>	Emergency Shelter Assistance
	<b>Goal Description</b>	Funds will be used to provide operating assistance to two local emergency shelters Bishop Enrique San Pedro Ozanam Center and Friendship of Women, Inc
6	<b>Goal Name</b>	Rapid Re-Housing Objective
	<b>Goal Description</b>	Funds will be used to cover Friendship of Women's rapid-rehousing project.
7	<b>Goal Name</b>	HMIS Objective
	<b>Goal Description</b>	Funds will be used to cover HMIS fees for Bishop Enrique San Pedro Ozanam Shelter, Friendship of Women, and the City of Brownsville.
8	<b>Goal Name</b>	Child Abuse Services Objective
	<b>Goal Description</b>	Funding will be used for case managers working on cases of child abuse.
9	<b>Goal Name</b>	Health Care Services Objective
	<b>Goal Description</b>	Funding will be used to cover palliative care provided to Brownsville residents.
10	<b>Goal Name</b>	Special Needs Children Objective
	<b>Goal Description</b>	Funding will cover the services provided to children with special needs.

12	<b>Goal Name</b>	Counseling and Intervention Services Objective
	<b>Goal Description</b>	Funding will be used to cover counseling and intervention services provided by local non-profits.
13	<b>Goal Name</b>	Fire Equipment Objective
	<b>Goal Description</b>	Funds will be used to purchase fire equipment.
14	<b>Goal Name</b>	Housing Development Objective
	<b>Goal Description</b>	Brownsville Affordable Homeownership Corporation will construct three (3) energy efficient single family homes within the City Limits of Brownsville and will be sold to low income first time homebuyers.

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# Projects

## AP-35 Projects – 91.220(d)

### Introduction

In year four of the 2015-2019 Five-Year Consolidated Plan the City continues to focus on some of the greatest needs reflected during its annual Community Voice Campaign. Namely, street and drainage improvements. Further, the City continues its focus on affordable housing. Below is a list of the projects the City will fund during this 2018 Program Year (2019 Fiscal Year).

### Projects

#	Project Name

Table 7 - Project Information

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

The City continues to work alongside its' numerous partners including nonprofits, CHDOs, and the Housing Authority of the City of Brownsville to address the obstacles that face the underserved population. The City holds its annual Community Voice Campaign (CVC) which is kicked off in November as part of the annual Community Development Summit hosted by the Office of Grant Management and Community Development. The Community development summit brings together organizations that focus on providing services to low income individuals and vulnerable populations and discusses funding opportunities and partnerships. The Community Voice Campaign reaches out to Brownsville residents in various public events throughout the year with outreach, interviews, and surveys. The CVC is enhanced by electronic kiosks that are available to the public for their input. There are 3 permanent kiosks (located at Brownsville Central Library, Brownsville Southmost Library and B-Metro), and one portable kiosk that is used at public city events. The feedback received by the City of Brownsville's residents help assist in establishing the community needs that are then taken into account during the formation of the City's one year action plan. The City's one year plan lays out the actions that are to be taken to address the obstacles to meeting underserved needs. Some of the obstacles the City encountered while addressing underserved needs particularly lie with our most vulnerable population who mostly consists of undocumented individuals. Over the past few years we have seen an increase in the influx of undocumented individuals. Our City has four Southwest Key centers that shelter undocumented youth (0-17 years old) and International Educational Services has two centers that foster undocumented youth

(0-17 years old).

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**AP-38 Project Summary**  
**Project Summary Information**

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## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Funds will be used throughout the City of Brownsville, but specifically targeted in areas with a low-moderate-income level of at least 51%. Funds for HOME programs are distributed within the City Limits of Brownsville, Texas and target households with a low-moderate income level.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	
CDBG Eligible Areas	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The City of Brownsville focuses its funds specifically in CDBG eligible areas where the benefit greatly impact low- and moderate-income residents.

### **Discussion**

Through community input and partnerships (including place based initiatives such as the Choice Neighborhood and Promise Zones) the City will continue to maximize the use of federal funds by leveraging resources resulting in a greater impact to low and moderate income residents.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

In PY 2018, the City of Brownsville’s HOME Program will support single family new construction and homebuyer assistance. The City of Brownsville will also undertake additional activities, where permitted by federal regulation, using HOME funds from previous years. Specifically, the City intends to continue the homeowner occupied rehabilitation program to help low-income families fix their homes through a forgivable loan.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	0
Non-Homeless	35
Special-Needs	0
Total	35

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	0
The Production of New Units	3
Rehab of Existing Units	0
Acquisition of Existing Units	32
Total	35

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The City of Brownsville (City) intends to assist 3 families, with incomes at or below 80% AMI, with energy efficient homes to be built by Brownsville Affordable Homeownership Corporation as a CHDO project. Community Development Corporation of Brownsville will assist at a minimum of 32 families as part of the Down Payment Assistance Program with down payment and closing costs.

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## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The City of Brownsville's Office of Grant Management and Community Development (OGMCD) continues to build on its relationship with the Housing Authority of the City of Brownsville (HACB) in order to expand opportunities for affordable housing to low-income families. A successful example of this was the HACB's and City of Brownsville's joint application for the Choice Neighborhoods Planning grant. By working together, the HACB was awarded a planning grant from Choice Neighborhoods to focus on the Buena Vida neighborhood in downtown Brownsville. In June 2018, these efforts resulted in the completion of the Buena Vida Neighborhood Transformation Plan. The plan will be used for a NRSA designation request in the near future. Most recently the City of Brownsville and HACB received support by the City Commission and HACB Board, in partnership with HUD, to start the planning process for a Brownsville Comprehensive Housing Plan. The Comprehensive Housing Plan process will take two years and will entail coordination with numerous entities and direct public input. The City of Brownsville will continue to build its relationship with the Housing Authority through these initiatives.

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

The City of Brownsville and HACB will continue to collaborate to jointly address public housing needs. During the course of the year the City met and worked with HACB to provide research and information needed for a tax credit application. This past summer HACB received the notification that it was awarded a \$20 million Low Income Housing Tax Credit allocation by TDHCA, the construction will begin in 2019. This project will greatly benefit the residents of Buena Vida and will also contribute to the housing efforts in Brownsville. Furthermore, we will continue to collaborate on numerous initiatives such as Choice Neighborhood and the Brownsville Comprehensive Housing Plan for our community. We will continue our Community Partnership with HUD to develop the Comprehensive Housing Plan for the community.

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

Each of the HACB's public housing developments has a resident management council affording residents the opportunity to become involved in the decision-making process that affects their public housing units. The HACB facilitates the selection of the councils and encourages residents to participate in council activities and in the general management of their development. In partnership with Community Development Corporation of Brownsville (CDCB), The City promotes awareness through Community Voice Campaign, brochures to La Puerta program (financial management program), and major

community events to encourage homebuyer assistance program. Also, the City has coordinated with HACB to have its residents fill out the Community Voice Campaign survey in order to continuously increase the results and have better data for funding decisions. HACB has established, through the Choice Neighborhood program, Resident Leader Liaisons who serve as a unified voice for Public Housing needs. The City of Brownsville also encourages residents in public housing to become homeowners and provide further information regarding the Homebuyer Assistance. The City of Brownsville's Homebuyer Assistance program accepts housing vouchers for any resident in public housing that would want to become a homeowner.

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

The Housing Authority of the City of Brownsville is not a troubled PHA.

**Discussion**

The City of Brownsville has made great strides in its partnership with the HACB. Collaboration continues to increase each year as has interagency dialogue. The City of Brownsville will also continue their efforts to assist residents in public housing to become homeowners.

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

### **Introduction**

The ESG program was originally intended to be used to shelter homeless clients. The program however has evolved from a strictly crisis-oriented program into one stage of a continuum of care process to reintegrate individuals and families back into society. Homelessness severely impacts the health and well-being of all family members. Children without a home are in fair or poor health twice as often as other children that have higher rates of asthma, ear infections, stomach problems, and speech problems (Better Homes Fund, 1999). Homeless children also experience more mental health problems, such as anxiety, depression, and withdrawal. They are twice as likely to experience hunger, and four times as likely to have delayed development. As an entitlement community, the City of Brownsville was awarded \$229,698.00 of ESG funds. The ESG grant allocation remains predominantly to support homeless shelters, as well as those organizations that provide services to shelter Brownsville residents and sub-recipients of these funds are required to provide a dollar for dollar match when applying. However, the City is working with sub-recipient agencies to focus on providing Rapid Re-Housing assistance. For Program Year 2018, the City of Brownsville plans to fund two local homeless shelter facilities, and a service provider organization. The funding would cover:

- The Bishop Enrique San Pedro OZANAM Center – 24-hour, 365 days a year, Emergency shelter services to homeless men, women and children.
- Friendship of Women, Inc. – Rapid Re-Housing to homeless men, women, and children, and the Friendship of Women - Emergency Shelter (Youth Domestic Abuse) - Essential services.

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

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

The City of Brownsville continues collaborating with community-based and faith-based agencies, the Homeless Coalition, as well as public and private organizations across Cameron County to establish a plan to deliver housing and supportive services to homeless persons as they move toward maximum self-sufficiency. The City continues to participate in the annual Point in Time which allows for the ongoing assessment of individual needs in the community. OGMCD reaches out throughout the year to its Homeless population by holding special events and providing basic toiletries that are provided

through community donations.

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

Social service agencies providing emergency shelter or transitional housing for homeless individuals and families will be funded for essential services and operations. Services will include case management, direct rent or utility assistance, and operation costs associated with overnight shelter. The facilities provide shelter and services to homeless families with children, single parents with children, single men and women, victims of domestic violence and sexual abuse, homeless veterans, and the population living on the streets. ESG funding will address emergency shelter needs as requested by agencies. As part of the planning process for community-wide coordination of ESG implementation, the Cameron County Homeless Coalition is bringing together stakeholders to collaborate on a shared goal.

**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**

In partnership with the City of Brownsville, the Cameron County Homeless Coalition developed a series of strategies to eliminate chronic homelessness in the region by 2016. The overall goal of the Cameron County Homeless Coalition is to create a seamless flow of services to homeless individuals and families that will create a “sustainable form of livelihood” that can ensure permanent housing meant for human habitation. During Program Year 2018, the Cameron County Homeless Coalition will continue to implement the following goals and action steps to address chronic homelessness: Goal 1: Effectively count and track the chronically homeless living in Cameron County. Action Steps: Acquire funding to continue implementation of Phase I HMIS System. Goal 2: Expand the availability and utility of transitional housing. Action Steps: Develop additional transitional housing stock and integrate a case management system into the transitional housing. Goal 3: Maximize the use of mainstream assistance programs. Develop cultural and language specific case management for individuals with both substance abuse and mental illness. Action Steps: Will have mandatory participation by service providers participating in the HMIS System; increased homeless advocacy; require assessment and application before supportive services funding can be utilized. The Homeless HMIS system will add a feature to support the nationwide effort of a coordinated access point in which the agencies will be able to better identify a program suitable to the clients’ individual needs. In addition, through this coordinated access agencies will better communicate and coordinate resources to provide homeless persons and persons at imminent risk of homelessness with better access to the region’s network of homeless services and

resources.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Cameron County Homeless Coalition, in partnership with the City and the Texas Homeless Network (THN) continue to collaborate on implementing the newly revised ESG standards. The partnership provides an array of prevention services, including: Case management (limited and short-term assessments and education, and home visits); Child abuse assistance (crisis intervention and immediate safety); Emergency assistance (overnight vouchers, utility assistance, security and utility deposits, food and clothing distribution, meals, use of shower and restroom facilities, health-related transportation, and referrals); Family violence assistance (crisis intervention and immediate safety); Information and referral (Info Line); Life skills classes (counseling center); and Tenant counseling, fair housing, discrimination, and housing assistance. The Cameron County Homeless Coalition (CCHC) continues to work with a uniform Client Exit Form for all of its participating entities to use. This was developed for several reasons. It was a part of the HMIS planning process to bring consensus and raise understanding of what would be needed as part of a uniform tracking system for clients.

## **Discussion**

The City continues to work diligently in ensuring that it maximizes its impact on servicing our most vulnerable population.

There are a number of agencies within the community that are receiving 2018 funding from either CDBG or ESG to assist individuals with special needs. The following are services provided to Brownsville residents:

Sunshine Haven: Sunshine Haven provides palliative care to those individuals who need end of life care in a more homelike setting. All of the clients at Sunshine Haven are frail clients due to their critical diagnosis. Sunshine Haven provides 24 hour continuous care, preparation and serving of meals, clean up, daily baths, administration of medications, repositioning of clients every 2 hours, suctioning patients, diaper change and emptying of folis and patient laundry. Clients range from those who are elderly, near the end of life due to critical diagnosis (e.g. cancer patients, elderly, dementia, HIV/AIDS

etc.) young children with critical diagnosis.

Friendship of Women: Friendship of Women is a domestic violence shelter which houses individuals/families who are fleeing or attempting to flee violence in their home. Friendship of Women aims to provide leadership and comprehensive services to promote safety, health and well-being of adults and children impacted by family and sexual violence. Friendship of Women also provides a safe home for victims and their families. Friendship of Women assists clients with counseling sessions, legal services, temporary housing (Emergency Shelter) as well as Rapid Re-Housing.

The Brownsville Society for Crippled Children dba Moody Clinic: Moody Clinic provides high quality rehabilitative services to maximize the potential of children with special needs. Services include: Physical Therapy, Occupational Therapy, Speech Therapy, Orthopedic Consultation, Early Intervention and resources for parents. Moody Clinic helps children improve their overall quality of life. More than 7,000 children have been served since the inception of Moody Clinic.

The City of Brownsville has continued its partnership with the Cameron County Homeless Coalition where several agencies throughout the county gather and provide resources being provided in their areas. Some of the agencies that attend are the Recovery Center which provide services to those individuals who have a drug/alcohol issue, Valley Aids Council which provides services to those individuals living with HIV/AIDS, Tropical Texas which provides services to those individuals with mental health issues/concerns. This partnership uses the members as resources for clients who may not know of all of the agencies within The City of Brownsville and the surrounding areas.

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

### **Introduction:**

The City of Brownsville does not maintain any public policies that serve as barriers to affordable housing, nor does it implement any excessive building fees or charges. The City will continue to work closely with individuals and private contractors to develop residential areas, in coordination and compliance with the City's zoning ordinance. The City and its partners will continue to undertake efforts to eliminate affordable housing barriers by offering down payment assistance to facilitate homeownership by individuals and families of low income. The City is working with the private sector to promote the construction of affordable housing by not implementing any restrictive building fees. In conjunction with other city departments, both policy and regulatory changes will be evaluated, as well as development of future programs aimed at increasing the supply, revitalization and rehabilitation of existing affordable housing. The City of Brownsville continues to partner with CHDOs to develop affordable single family homes.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Brownsville does not maintain any public policies that serve as barriers to affordable housing, nor does it implement any excessive building fees or charges. The City will continue to work closely with individuals and private contractors to develop residential areas, in coordination and compliance with the City's Zoning Ordinances.

The City and its partners will continue to undertake efforts to eliminate affordable housing barriers which include, but are not limited to:

- Making available down payment assistance to facilitate homeownership by individuals and families of low income.
- Working with the private sector to promote the construction of affordable housing by not implementing any restrictive building fees.
- Assisting CHDO's in their proposed projects on which to construct affordable housing.
- Keeping informed of innovative methods of construction, which help keep the cost of

- construction low.
- Providing homebuyer-counseling services.

**Discussion:**

The Office of Grant Management and Community Development was not able to find any specific public policies impeding the development of affordable housing in Brownsville. The City has worked with developers to increase its affordable housing stock through the construction of tax-credit complexes and affordable single-family construction. The City of Brownsville will continue to provide affordable homes through Homebuyer Assistance Program & assisting CHDOs to develop affordable homes. The City of Brownsville continues to work in coordination and collaboration with multiple public and private entities including Brownsville Housing Authority, Community Housing Development Organizations (CHDO), as well as neighborhood associations in addressing the needs of low- and moderate-income, special needs, and homeless populations. The City is also working with community organizations to identify the needs of small businesses in commercial corridors. Significant planning efforts between these entities continue to be coordinated by the City's Office of Grant Management and Community Development and the Planning Department.

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## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The OGM/CD continues to seek new strategies to broaden citizen participation, build and strengthen partnerships, eliminate obstacles, provide decent affordable housing opportunities, and alleviate poverty. In order to extend the benefit of funds, OGMCD will continue to apply for additional federal, state and other funding to support affordable housing programs as funds become available. OGMCD will continue to provide technical assistance to non-profits and agencies applying for competitive entitlement and non-entitlement funding with federal agencies and the state. This way, OGMCD will increase the capacity of the local non-profits. Through The Community Voice Campaign, the City learns the residents top priorities and underserved needs, to leverage funds to meet those needs.

### **Actions planned to address obstacles to meeting underserved needs**

The Office of Grant Management and Community Development of the City of Brownsville will continue to develop new programs and initiatives, improve existing programs, and identify additional sources of funding to better serve those in need of affordable housing and related services.

### **Actions planned to foster and maintain affordable housing**

The City of Brownsville will continue to work in coordination and collaboration with key community stakeholders, including the Housing Authority and local non-profit developers to foster and maintain affordable housing. In addition, the City will continue to review affordable housing rules to ensure that they are necessary and understandable and work with City Departments to streamline and expedite their review processes for applications and approvals. This will be enhanced through the planning process for the Brownsville Comprehensive Housing Plan. The City will also provide training to program staff, including project partners, carrying out affordable housing programs, encourage the development of special needs housing in its programs, refer fair housing complaints, and conduct outreach and help sponsor education for Fair Housing. In addition, through its Comprehensive Housing Plan Process, the City of Brownsville will ensure that affordable housing is maintained and fostered. The City of Brownsville provides support to CHDOs in order to develop affordable housing. Through the Homebuyer Assistance Program, the City of Brownsville continues to maintain affordable housing for residents.

City of Brownsville in partnership with the Housing Authority of the City of Brownsville will create a Comprehensive Housing Plan. The goal of the Brownsville Comprehensive Plan is to meet the growing need for quality and affordable housing for the community in the next ten years. The Brownsville Comprehensive Housing Plan will compose of community engagement and input, housing research and analysis, strategies, partnerships, and technical assistance from the HUD San Antonio Field Office. The City and Housing Authority of the City of Brownsville has developed a committee to undertake the plan

in less than two years.

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

Due to suspected levels of lead-based paint hazards in residential structures located throughout Brownsville, the City will continue abatement efforts and undertake strategies requiring lead-based paint testing and interim controls in housing activities performed on homes built before 1978. The City will focus on coordinating efforts between the City Public Health Department, Planning Department, and the Cameron County Health Department regarding LBP data.

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

The City actively strives to build partnerships with organizations to provide comprehensive services that help alleviate poverty. In conjunction with non-profits, sub-recipients, and other organizations, the City will continue its efforts to reduce the number of poverty-level families by providing educational services, job growth, and life skills training.

### **Actions planned to develop institutional structure**

The institutional structure in the City of Brownsville is relatively strong and diverse. A variety of agencies and organizations will play key roles in delivering and managing the Community Development Programs. In general, this includes the City's Office of Grant Management and Community Development, Planning Department, Brownsville Housing Authority, and individual non-profit and for-profit housing developers and service providers. The Office of Grant Management and Community Development (OGMCD) provides presentations regarding the CDBG, HOME, and ESG programs before City Commission, City management, and fellow departments. In addition, OGMCD provides presentations and training regarding the three programs to the public during the Community Development Summit and outreach events such as CycloBias, Town Hall meetings, and other special events throughout the year. More specifically during the Community Development Summit, OGMCD also provides a Grant Writing workshop to the organizations to help strengthen their skills. OGMCD is available throughout the year to provide 1 to 1 technical assistance training. On a departmental level, Community Development staff receive on-site and webinar trainings from HUD, NCD, and NAHRO, relating to CDBG, HOME, and ESG programs. The Community Development team also uses the HUD exchange website for research. The knowledge gained from the trainings and research tools are used to further educate and inform the community about the HUD programs.

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

## **service agencies**

The City of Brownsville continues to work in coordination and collaboration with multiple public and private entities including Brownsville Housing Authority, Community Housing Development Organizations (CHDO), as well as neighborhood associations in addressing the needs of low- and moderate-income, special needs, and homeless populations. The City is also working with community organizations to identify the needs of small businesses in commercial corridors. Significant planning efforts between these entities continue to be coordinated by the City's Office of Grant Management and Community Development and the Planning Department.

### **Discussion:**

Through the Community Voice Campaign, the City will actively strengthen partnerships to identify the community's most pressing needs.

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## Program Specific Requirements

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

#### Introduction:

The City of Brownsville determines the priority needs each Annual Plan Year through consultation with agencies, non-profits, and the general public. All of the projects recommended for funding must be deemed a “high priority”. High priority designated projects are also deemed “critical needs” for the community addressing infrastructure; public improvements; housing affordability, accessibility, and conditions; public services and other needs. (Language on meeting objectives in years 1, 2, 3 and 4)

Consultation with agencies and nonprofits include an information kick off summit in the month of November for each Annual Plan Year. The informational summit is held free of charge to all non-profit agencies who are interested in applying for any HUD funds from the City. This summit serves as the kick off for the City’s request for “letters of intent” which is requested a week after the summit. The letter of intent requires agencies to list proposed project in a one page letter, the amount being requested, and the type of grant. Office of Grants Management staff then reviews the letters of intent and determines eligibility for funding. Once all letters of intent are reviewed, an invitation to apply will be sent out to the agencies with eligible projects/programs. Those agencies that were deemed ineligible receive a letter stating the reasons for the ineligibility.

The application is provided in electronic form. Agencies have approximately one month to submit and technical assistance is provided during the first week. During this process there is a review committee composed from staff. This ensures fair evaluation of all proposed projects. The City of Brownsville publishes an advertisement in the newspaper that opens the 30-day public comment period. In addition, to publishing the advertisement in newspaper, the city also publish the information with social media outlets.

There are two public hearings, the final presented at City Commission meeting in which the members of the commission vote on approval or denial of the proposed activities. Once approved then annual action plan is finalized and submitted to HUD for approval. If there are prior year unused funds returned to the City by funded agencies, the City may open up a new funding cycle for those funds before the November informational summit.

The City of Brownsville will use 80 percent of CDBG funding on a one-year basis, and each one-year following this Action Plan, to address the needs of low- and moderate-income persons, with 20 percent

dedicated to administrative expenses.

### **Community Development Block Grant Program (CDBG)**

#### **Reference 24 CFR 91.220(I)(1)**

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	1,500
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
<b>Total Program Income:</b>	<b>1,500</b>

#### **Other CDBG Requirements**

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

### **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 City of Brownsville does not use other forms of investment beyond those identified in Section 92.205.

The City of Brownsville uses HUD's HOME affordable homeownership limits for both homebuyer assistance and/or rehabilitation of owner-occupied single family programs. For all HOME Programs applicants are selected on the first come first serve basis. Detailed information regarding program

requirements and application process for both the Homebuyer Assistance and new construction can be obtained on the Office of Grant Management and Community Development website or in our office located at 1150 E. Adams 3rd floor, Brownsville. The City of Brownsville HOME Programs does not have set preference or any beneficiaries limitations to a particular segment of the low-moderate income population in its HOME program.

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:

In compliance with 24 CFR 92.254 of the HOME rule, the City of Brownsville has adopted the **Reduction During Affordability Period** recapture policy to ensure that the City recoups all or a portion of the HOME assistance from the homebuyer, if the housing ceases to be the principal residence of the family for the duration of the period of affordability. Under this model, the City may reduce the HOME investment amount to be recaptured on a prorata basis for the time the homeowner has owned and occupied the housing measured against the required affordability period.

The HOME recapture provisions are established at §92.254(a)(5)(ii), and unlike the resale approach, they permit the original homebuyer to sell the property to any willing buyer during the period of affordability, while the City of Brownsville is able to recapture all or a portion of the HOME assistance provided to the original homebuyer.

Two key concepts in the recapture requirements, direct subsidy to the homebuyer and net proceeds, must be understood in order to determine the amount of HOME assistance subject to recapture, and the applicable period of affordability on the unit. The recapture approach requires that all or a portion of the direct subsidy provided to the homebuyer be recaptured from the net

proceeds of the sale.

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:

The period of affordability is based upon the direct HOME subsidy to the homebuyer as described in the previous section Homebuyer Assistance/Owner Occupied Rehabilitation and Reconstruction must comply with HUD's affordability homeownership limits as required. The period of affordability is stated in the loan and program documents which include the homebuyer assistance contract, deed of trust, and promissory note. All three of these documents are signed by the homebuyer to ensure compliance during the affordability period. Recapture is triggered when a default occurs. Each of the following constitutes a default as defined by the loan documents:

- Homeowner fails to occupy the property as principal residence.
  - Homeowner transfers any interest in the property through a voluntary or involuntary sale.
  - Homeowner fails to follow terms of loan agreements.
- Annually, OGMCD confirms homeowner compliance by requiring each homeowner to confirm their primary occupancy of the home purchased with federal funds that are still within the affordability period. The default and recapture process is initiated when residency cannot be established.
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:

While City permits refinancing of HOME financed multifamily housing projects undergoing rehabilitation in accordance with 24 CFR 92.206(b) and 24 CFR 91.220(c) and under the specific conditions and circumstances described below, City does not have plans for such refinancing at this time.

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The ESG standards were developed for providing assistance with Emergency Solutions Grant (ESG) funds as required by 24 CFR 576.400(e).

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 City of Brownsville is a member of the Cameron County Homeless Coalition (CCHC), which is the local homeless coalition for Cameron County.

CCHC is a member of the Balance of State (BoS) within the Texas Homeless Network (THN). THN provides technical and support assistance to BoS members. Presently CCHC Chairperson is a member of the Texas Balance of State Coordinated Access Steering Committee, which has been meeting to develop Coordinated Access system with the Texas Homeless Network Balance of State Continuum of Care.

The Coordinated Assessment System Committee was created through volunteers after reaching out CoC –wide. A series of meetings will be held to help set up the standards and guidelines for rolling out HEARTH-required coordinated access system for the Texas BoS.

To date the THN Coordinated Assessment System has selected Guiding Principles and selection of Pilot Communities. The Guiding Principles selected were intended to show the direction, intention and emphasis that the Centralized Access in BoS regions should reflect. Models for Conceptualization for THN BoS CoC proposed are:

- Access: 2-1-1 and/or community-selected providers; other providers direct clients to access points where data is entered into HMIS.
- Assess: Assessment by community-selected providers, completed on paper or HMIS;
- Assign: Selected providers refer to other providers, availability through HMIS or other, referral through HMIS or via phone;
- Accountability: THN, regional coalitions, community selected agencies.

The above are models which will be redefined given each community within BoS are unique dependent upon resources within respective communities. It should be noted that the Coordinated Access Steering Committee submits its product to the THN BoS Governance Board which will make final decision on Coordinated Access System. The membership of the Cameron County Homeless Coalition has been informed of process and THN has developed surveys to obtain providers insight as well.

In addition, Julia Denisse Lash, Program Manager and Mary Ann Perez, Social Services Coordinator attend monthly meetings in which collaboration from different area codes discuss innovative ways to be more efficient with the limited funding sources.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Projects for funding are selected based on the greatest community need as well as the effectiveness of the organizations in assisting the community. Community needs are based on the results received from the Community Voice Campaign (CVC). The campaign is kicked off from November-March where a survey is used to find what the community wants and needs.

During the CVC process the Office of Grant Management/Community Development put together a Community Development Summit. During this summit a review of CDBG, ESG, HOME grants as well as a Grant Writing session are held. The City of Brownsville promotes this summit through social media outlets, newspaper ads, Brownsville TV ad, calendar invites to organizations within the city as well as on the City of Brownsville website.

After results are tabulated from the CVC and after the Community Development Summit is held, the City utilizes the Request for Proposal process to allocate ESG funds and to make sure that all programs awarded meet the ESG categorical requirements.

In the course of developing their recommendation for a spending plan for the Annual Action Plan, the Office of Grant Management and Community Development creates a review committee which reviews the proposals, ranks and scores for consideration for funding.

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.

The City of Brownsville currently meets the homeless participation requirement in 24 CFR 576.405 (a). In addition to the PIT a Community Voice Campaign (CVC) event is conducted yearly between the months of November-March. Technical assistance training was previously received through a consultant Ms. Margaret McFadden and the CVC survey was established in accordance with her recommendations. The City of Brownsville is now on their 5th year of the campaign. The campaign is kicked off at the local homeless shelter. At this shelter we gather information from current residents as well as citizens who have walked in to the shelter seeking emergency food pantry assistance/ food pantry assistance, assistance with clothing or other household items.

A Point-In-Time (PIT) count has been established to count the number of homeless individuals living in the streets, in shelters, safe havens, transitional housing as well as in areas not meant for human habitation. The PIT is a survey conducted by volunteers with the purpose of gathering information from homeless individuals regarding their current needs and living situation. The information collected is compiled into a report in order to provide an analysis of the local homeless population. A portion of the survey addresses the needs of those surveyed including the following: housing, job training/placement, medical/dental services, Social Security Disability Insurance (SSDI), Food Stamps, mental health services, food, General Educational Development (GED) classes, clothing, transportation, emergency shelter, Temporary Assistance for Needy Families (TANF), legal assistance, Veteran's benefits, childcare, substance abuse services, life skills training, and/or HIV/AIDS assistance.

The results of the PIT count are presented to the Cameron County Homeless Coalition. With the PIT results, it is determined where the "gaps" are in regards to assistance for homeless individuals/families. This information is used as part of the ESG funding process for allocation on programs including Emergency Shelter Operations, HMIS, Rapid Re-Housing, Street Outreach, and Homeless Prevention. The information from the PIT and the Community Voice Campaign are used to determine the funding amount for each activity. The PIT process is shared with the public through local media and organizations within the region. The results are sent to the state for decision making process and are also presented to City Commission to assist in policy making.

5. Describe performance standards for evaluating ESG.

Performance standards for monitoring ESG subrecipients include but are not limited to a mix approach of regular telephone contacts, monthly financial record reviews and monthly on-site monitoring visits. Subrecipients must submit their most recent audit and implement a Homeless Management Information System (HMIS) as required by HUD for McKinney-Vento funding. Further contact with ESG funded agencies occurs at quarterly Homeless Coalition meetings. In addition, the City Program Coordinator attends consumer forums to hear the view point of clients receiving services from ESG funded programs. If any concerns are raised during these forums, the Program Coordinator will follow up with the agency to ensure issues are resolved.

Financial monitoring of subrecipients occurs monthly when invoices are submitted, including on-site monitoring visits. The Social Services Coordinator receives, reviews, and processes invoices to ensure that spending is only for eligible activities, operations costs, homeless prevention activities, and administrative costs in compliance with HUD and TDHCA mandated guidelines. On a monthly basis, all ESG funded agencies must submit the number of new clients coming into their programs. If the number of beneficiaries served is well under or over the target for the period, agencies are contacted for further information. At the end of the contract year, the Social Services Coordinator compiles all client demographic data reported and prepares a comprehensive client's statistical report for all projects that becomes part of each year's CAPER.

Aside from the yearly scheduled monitoring projects, the City continues to monitor any projects from previous years that have not been completed (open contracts).

The City of Brownsville will continue to work together with ESG grantees to improve on the efficiency and effectiveness of ESG funds and the corresponding standards of performance established.

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