

Community Development and Neighborhood Conservation Department

2014 - 2015 Annual Action Plan



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<http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=12301>

What is the Annual Action Plan?

The Annual Action Plan (Action Plan) is submitted to the U.S. Department of Housing and Urban Development (HUD) and serves as the formal application for the use of entitlement funds that are received by Pima County. The Pima County Board of Supervisors approves the Action Plan prior to the formal submission to HUD.

The Action Plan defines the one-year activities in relationship to the five-year vision and goals of the City of Tucson and Pima County Consortium Consolidated Plan covering Fiscal Years (FY) 2010-2014:

- Vision: *Sustainable Communities*
- Goals: *Invest in geographic areas with the greatest need while promoting greater housing choice and economic and social integration*
Be the model of cooperative and coordinated planning and implementation, encouraging community support and engagement
Develop innovative funding sources
Invest in human dignity and thriving communities by supporting intervention, prevention, improvement, and enrichment activities

The Action Plan provides a brief description of the programs and projects of the Pima County Community Development and Neighborhood Conservation (CDNC) Department for FY 14-15, as well as funding announcements for the CDBG, ESG, and Outside Agency programs. The Action Plan also includes information on leveraged investments, including funds allocated to CDNC.

2014-2015 Annual Action Plan Resources	
<i>Entitlement Programs</i>	<i>2014 Allocation</i>
Community Development Block Grant (CDBG)	\$ 2,498,848
HOME (through an agreement with the City of Tucson)	\$ 624,836
Emergency Solutions Grants (ESG)	\$ 204,473
FEMA Emergency Food & Shelter Program – Phase 30	\$ 338,185
Weatherization	\$ 289,065
<i>Competitive</i>	
Brownfields (Proposed)	\$ 220,000
Housing Opportunities for Persons with AIDS (HOPWA)	\$ 461,861 *
SHP	\$ 570,798
USDA Housing Preservation Grant (Proposed)	\$ 27,500
<i>Local Resources</i>	
GO Bonds	\$ 750,000
Outside Agency Program - County General Funds	\$ 3,636,172
Neighborhood Reinvestment Bond Program	\$ 1,500,000
HOME Program Income	\$ 20,000
NSP1 Program Income	\$ 45,000
NSP2 Program Income	\$ 1,000,000
*One year of 3 year grant	

EXECUTIVE SUMMARY

CITY OF TUCSON/PIMA COUNTY CONSOLIDATED PLAN PRIORITIES

AFFORDABLE HOUSING

- Provide homeownership opportunities for first time homebuyers
- Rehabilitate and preserve the existing housing stock
- Increase rental opportunities

SPECIAL POPULATIONS

- Home adaptations to improve accessibility
- Permanent supportive housing
- Enhance support for individuals, their families and caregivers

HOMELESSNESS

- Develop permanent supportive housing
- Support transitional housing
- Decrease chronic homelessness
- Prevent first-time homelessness

HUMAN SERVICES

- Facilitate and promote needed intervention and prevention services including: food and clothing, emergency shelter, transportation, senior nutrition, child care, health services, youth programs, and fair housing counseling

FACILITIES & INFRASTRUCTURE

- Facilitate and promote needed community safety, security and stability services including: fire protection, flood control, street improvements, community facilities, and water and wastewater system improvements.

Highlighted Initiatives for FY 2015

Pima County continues to face three major challenges; persisting low wages, aging housing stock, and neighborhood and regional infrastructure that are either inadequate in new areas or decaying in both the urban core and various rural communities due to population migration patterns. These issues adversely affect quality of life and economic opportunity for the County's residents. The 5-year Consolidated Plan prioritizes strategies to address problems linked to these challenges including access to shelter and housing choice (in the broadest terms), intervention and prevention services for our communities most vulnerable populations, facilitating community safety, and prevention of and transition from homelessness. Now, in our fourth year of the five year plan, we have utilized a collaborative approach with community partners to meet the targets of the Consolidated Plan. Large scale partnerships including the Pima Neighborhood Investment Partnership which utilized NSP2 funding and an eight-agency Transitional Housing and Shelter Partnership have been essential to provide coordinated service approaches to meet community needs. For 2014-2015, the following have been planned to address the aforementioned issues:

AFFORDABLE HOUSING

- Develop or preserve 57 new homeownership opportunities
- Develop or preserve 41 rental housing units

SPECIAL POPULATIONS AND HOMELESS

- FY 2015 Annual Action plan, Pima County and the City of Tucson have taken a coordinated team approach to have the citizen participation and public notice meetings back to back on the same day to provide a one stop opportunity for agencies and citizens to join.
- The Continuum of Care (CoC), the Tucson Collaboration to End Homelessness (TPCH) will be meeting again with a HUD Technical Assistant representative to assist in identifying an effective governance structure for the CoC. CoC and TPCH continue to receive HUD TA assistance in the development of the Coordinated Intake and Assessment System.
- For the coming fiscal year, Pima County received 15 applications for the **Emergency Solutions Grant (ESG)** Program totaling \$497,644. Pima County and the City of Tucson conducted a joint ESG application review process with the Emergency Solutions Committee and together made funding recommendations. Final recommendations will be submitted to the Board of Supervisors for approval on May 6, 2014. Once approved, a list of projects and funding amounts will be incorporated into this plan.
- The Pima County Homeless Management Information System (HMIS) is now administered by Pima County Community Services, Employment and Training (CSET). CSET, CDNC, Tucson Pima Collaboration to End Homelessness (TPCH) will continue to work together as the new model implementation takes place and continues to expand users, programs, and implementing the new centralized assessment for the HIV/AIDS clients as well as improving data quality.

EXECUTIVE SUMMARY (Con't)

- The HOPWA (Positive Directions) three year grant FY2010-2012 will be effectively closing out and the implementation of the new contracts will take place this year. Staff is also requesting technical assistance from HUD for the new HOPWA grant.
- The Pima County Supportive Housing Program (SHP) grant for FY2013-2014 expires on June 30, 2014. The new SHP 2014-2015 contracts will be executed this year once HUD's SHP 2014 award letter is received by CDNC.
- The Request for Proposal for the Federal Emergency Food and Shelter Program (FEMA) is being initiated. This RFP will be launched earlier this year than last year in order to provide ample time for agencies to apply for the program as the community needs are identified by the local FEMA board.

HUMAN SERVICES AND ECONOMIC DEVELOPMENT

- For the coming fiscal year, Pima County received 25 applications for public services funding from 21 organizations totaling \$909,017. Public services funding recommendations will go before the Board of Supervisors in May 2014. When final allocations are approved, a list of projects and funding amounts will be incorporated into this Plan.
- Rent, mortgage and utility assistance will be provided to approximately 225 households at risk of homelessness or loss of utilities.

FACILITIES AND INFRASTRUCTURE

- Pima County received 51 applications for public facilities, infrastructure and housing funding for the coming fiscal year from 43 organizations and geographic areas totaling \$4,410,445. Funding recommendations will go before the Board of Supervisors in May 2014. When final allocations are approved, a list of projects and funding amounts will be incorporated into this Plan.
- Staff anticipates that \$66,400 will be allocated for infrastructure projects and \$544,448 will be allocated for public/community facilities.

All projects procure licensed contractors in accordance with Pima County Procurement Code and Federal labor standards provisions including Davis-Bacon wage and reporting requirements and/or any other HUD related regulations.

COUNTYWIDE ADMINISTRATIVE ACTIVITIES

- Southwest Fair Housing Council (SWFHC) will coordinate Fair Housing Outreach, Education and Compliance to the housing industry, service agencies, and residents of Pima County. SWFHC will participate in first-time homebuyer education classes and serve as a referral resource for area residents who need housing-related information and/or assistance. Information is provided in English and Spanish as well as multiple other languages. SWFHC will perform 10 landlord testing and audits to ensure landlord compliance with fair housing laws. In addition, SWFHC is preparing the Analysis of Impediment to Fair Housing Document in conjunction with CDNC Affordable Housing Department.

Pima County is Increasingly Diverse

Nearly three quarters (73%) of the population is White. One third of households are Hispanic. The population is becoming more diverse. Approximately 10,000 refugees have moved to Tucson since 1975, including 3,000 in the past three years. Recent refugees are coming mostly from Bhutan, Iran, Iraq, Cuba, Afghanistan, and Somalia. From 2000 to 2008:

- The White population grew 13%.
- The Hispanic population grew 24%.
- The Minority population grew 24%.

Despite increased diversity in the County, there is a trend towards decreased population diversity in suburban communities. While the 2006/2008 American Community Survey did not provide data on race/ethnicity for the Urban County, from 1990 to 2000 the White population increased from 68% to 84%, while the Hispanic population decreased from 37% to 19%.

Areas of Minority Concentration

Areas of minority concentration in Pima County are those in which the proportion of minorities is 10% or more than the proportion of minorities in the county as a whole (38.5% as of 2010). According to the 2010 Analysis of Impediments to Fair Housing Choice, six zip codes in Tucson and Pima County have a disproportionate concentration of minorities. All of these zip codes are located in or immediately adjacent to Tucson and South Tucson. The analysis will be updated in conjunction with the Consolidated Plan for Fiscal Years 2015-2019.

EXECUTIVE SUMMARY (Con't)

- Southern Arizona Legal Aid will coordinate a Homeowner and Tenant Protection Program to provide direct legal assistance, advice to low-income tenants and homeowners facing eviction or foreclosure, and to aid in the prevention of homelessness. Approximately 190 low-to-moderate income households will be served.
- Staff will work to close out NSP1 and NSP2 grants.

Citizen Participation - Reaching out to Communities

In Pima County, CDBG provides an example of a program that takes direction from its communities and residents, and is accountable through its elected officials who ultimately select the projects to be funded.

Projects and programs using CDBG funds must serve low-income neighborhoods, communities and residents. While responsive to broad national objectives, there is flexibility inherent in the program to provide funds to meet locally determined priorities. A series of seventeen public meetings are conducted to assist with this process. Ideas are studied and discussed to ensure that communities and agencies develop the best project ideas possible. As communities and agencies set their own priorities based on their needs County staff work with them to strengthen and formulate their proposals.

Other examples of partnerships/initiatives include staff participating in local boards such as:

- ACCION International Advancement Committee
- Arizona Rural Human Services Network (ARHSN)
- Arizona Chapter of NAHRO
- Tucson Pima Collaboration to End Homelessness (TPCH)
- Homeless Management Information System (HMIS)
- Habitat for Humanity/Transitional Housing and Shelter Collaborative
- Diaper Bank
- South Pima County Coordination of Services/United Way

These boards are comprised of governmental and non-profit agencies that meet on an ongoing basis to learn from one another thus providing additional information and/or resources for residents.

Monitoring

Pima County CDNC is committed to ensuring accountability and performance in all programs receiving funding. Funded programs have fiscal accounting requirements and program requirements including HUD's National Objective and Outcomes that are regularly monitored for compliance.

Programs that meet certain criteria are specifically targeted for monitoring:

- Entitlement grant sub-recipients (Marana and South Tucson)
- Programs receiving funding from multiple departmental sources
- Programs that have been experiencing difficulty with monthly billing including back up documentation, quarterly reporting, or other contract requirements; and that required follow-up to outstanding issues from prior monitoring visits
- Programs experiencing significant changes in organization (mergers, etc.) or staffing
- Recipients of large grants totaling over \$100,000

CDNC will target for monitoring a minimum of 60% of all programs funded through CDBG public service activities, and the OA and ESG Programs. CDBG public service activities will be analyzed using the Monitoring - Risk Analysis Tool. Each program participant's past performance is assessed based on the following:

- Audit findings (if any)
- Problems with project (has project or program encountered difficulties, which may or may not be related to contractor performance?)
- Timeliness of reports and meeting deadlines
- Monitoring dates within the previous two years (may not be necessary if there were no issues or findings within the past year)
- Monitoring issues (if any from previous monitoring visits)
- Staff stability (if new, may effect operations)
- Current activity under contract
- New agency (if not familiar with program may require monitoring)

Timeliness of expenditures as it pertains to CDBG 1.5 rule.

- Regularity/timeliness of draw requests
- Agency capacity

This method ranks program's participants (generally referred to as "clients") in descending order, from

EXECUTIVE SUMMARY (Con't)

highest to lowest risk. Three categories - high, medium, and low – are used. The work plan identifies:

- Actions taken to assess programs performance
- Which programs/functions will be monitored
- The type of monitoring (e.g., in-depth, limited, on-site, remote)
- The expected monitoring dates and needed staff.

Monthly desk audits are conducted when an agency submits payment requests for reimbursements to ensure all proper documentation is received including invoices, time and efforts sheets and general ledger. In addition, finance staff ensures that all documentation received matches with each line item on the budget and the totals are in balance.

Quarterly monitoring meetings are conducted with staff. Issues of concerns or findings from prior monitoring are discussed including solutions to resolve the issues. The quarterly meetings are another step that CDNC ensures that accountability and performance measurements are met for all programs receiving funding

Funding Agencies that Address Fair Housing Impediments

HUD's Mission:

- Fair Housing - To promote non-discrimination and ensure fair and equal housing opportunities for all. In an ongoing effort to provide services and activities on a non-discriminatory manner and to affirmatively further fair housing, HUD is charged by law to implement and enforce a wide array of civil rights legislation, not only for members of the public in search of housing, but for HUD funded grant recipients as well.

Fair Housing planning is not limited to housing and community development matters. In addition to establishing the process used to site affordable housing, the purview of Fair Housing planning includes the rental market and practices of the real estate industry, advertising for housing, home insurance, lending and land use. Further, it addresses public and private services that are available to a community that directly and indirectly affect access to housing, including education, transportation, and health.

In 2014, the County will fund two agencies that provide fair housing and related legal assistance and education:

- Southwest Fair Housing Council - \$35,000 for Fair

- Housing Outreach, Education and Compliance.
- Southern Arizona Legal Aid - \$25,000 for a Homeowner and Tenant Protection Program.

South Tucson Housing Authority

Pima County consulted with the City of South Tucson Housing Authority. A total of 172 units in public housing are available including 132 with Section 8 vouchers. They expect additional Section 8 vouchers which will result in 16 more families obtaining public housing by July 1, 2014. No units will be lost. To accommodate budget constraints, they are revising their budget for last fiscal year and the next fiscal year by reducing the amount of pro-rated administrative costs charged by the Executive Director and Director of Maintenance.

All units are in good condition. The authority recently completed a comprehensive maintenance project – painting the building exteriors. They plan to secure capital funds for the installation of a playground, basketball court and laundry facility.

To encourage community participation they are coordinating with a local nonprofit, The Primavera Foundation, to encourage housing authority residents to participate in Primavera's community garden which is part of a new multi-family housing development funded, in part, by HUD through HOME and NSP2.

Pima County CDNC will alert the South Tucson Housing Authority of any potential, pertinent funding sources for which they may apply should it meet with the approval of their designated authorities. Currently, the South Tucson Housing Authority seeks funding directly from HUD, but with the approval of the City of South Tucson Mayor and Council.

ONE CPD

Pima County CDNC will continue to request Technical Assistance through HUD's web-based One CPD portal. Programs that have received TA and/or will continue to request TA include HOPWA, SHP though the local Continuum of Care, NSP. The ONE CPD website (<https://www.onecpd.info/>) represents the combined website that has been developed for several programs.

Another feature of One CPD is the AAQ (Ask a Question) though which staff or members of the public can ask questions (<https://www.onecpd.info/ask-a-question/>). This feature is used by staff to answer more immediate and specific questions.

What Geographic Area does the Annual Action Plan Cover?

Pima County consists of 9,189 square miles - an area larger than the States of Rhode Island, Delaware and Connecticut combined. Primarily a vast unincorporated county that includes 23 Census Defined Places, Pima County also includes 5 incorporated cities and towns including:

- Tucson which covers approximately 227 square miles and is the center of a 400 square mile urban area
- South Tucson which covers one square mile and is surrounded by the City of Tucson
- Marana which is located northwest of Tucson and covers 127 square miles
- Oro Valley which is located north of Tucson and covers 35 square miles
- Sahuarita which is located south of Tucson and covers about 30 square miles.

While Pima County funds eligible projects in the City of Tucson, it also directs resources specifically to the unincorporated communities.

Pima County, located in Southern Arizona, is adjacent to six other Arizona counties and shares the largest international border with Mexico of any county in the US. The surrounding counties are Cochise to the east, Graham to the northeast, Maricopa to the north, Pinal to the north, Santa Cruz to the southeast, and Yuma to the west. The international border to the south is with the state of Sonora, Mexico. The border is approximately 123 miles long, with approximately 62 miles of the border located on Tohono O’odham Nation land. Ports of entry are Sasabe, Arizona (to Sasabe, Sonora Mexico) and Lukeville, Arizona (to Sonoyta, Sonora Mexico).

Targeting Investments

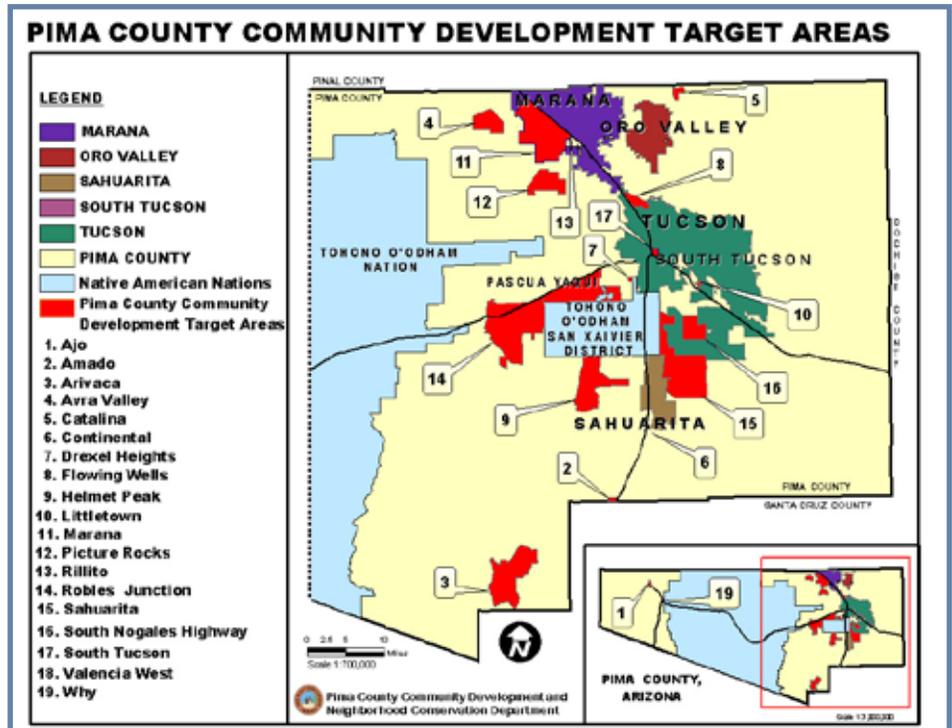
In the coming fiscal year, Pima County will direct significant resources towards Community Development Target Areas.

Activities and projects in Community Development Target Areas will be summarized here when the Board of Supervisors approves funding allocations in early May.

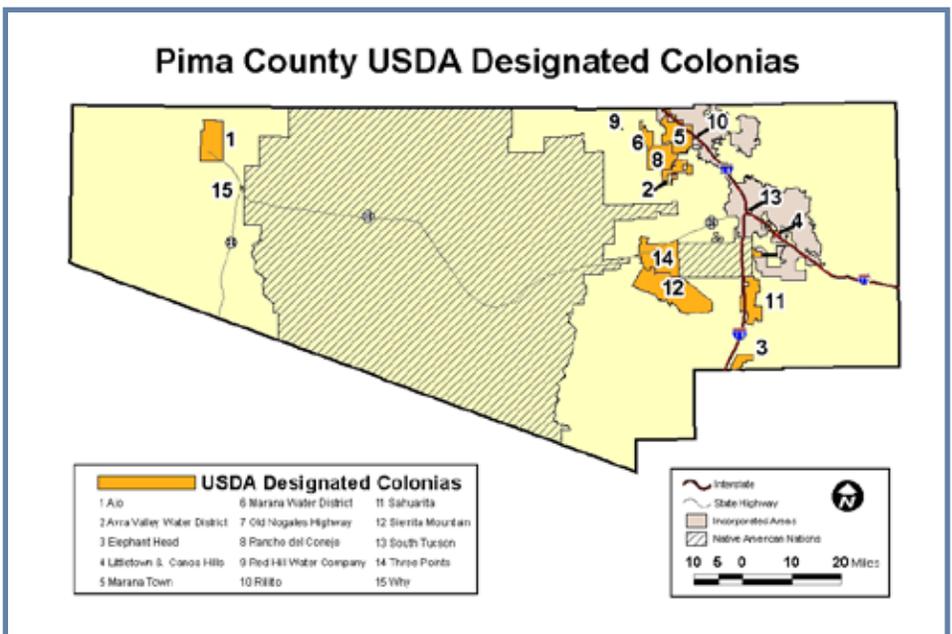
Community Development Target Areas

There are 19 Pima County Community Development Target Areas.

- 59,081 people (or 7% of Pima County’s total population) reside in these target areas.
- 39% of the people are Hispanic or Latino
- 61% of households are low- or moderate-income.



(all information was derived from the Census 2000)



What Geographic Area does the Annual Action Plan Cover?

New for 2014-2015:

1. Pima County staff has been updating the Community Development Target Area handbook as HUD data becomes available. The revised book will contain profiles of each of the targeted communities in the County. Information included therein will include demographic data, principal economic resources, and community resources. It is our hope that this will prove to be a useful resource for communities when they apply for CDBG and other funding opportunities.

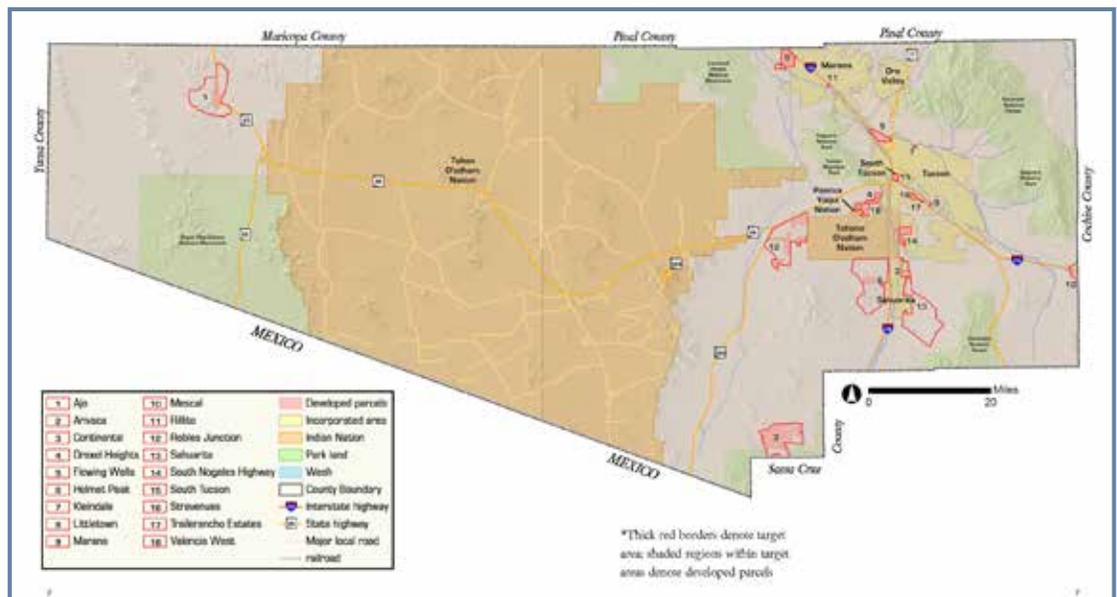
Target Areas (neighborhoods) are specific areas in Pima County that have been identified and qualify for community development assistance based on household income. The basis for defining target areas is based on the following, in order of importance:

- More than 51% of households below 80% of the median income
 - Lack of services and resources (sources TBD)
 - Overcrowded households
 - Households that are extremely cost-burdened
2. Recertify Colonias, in accordance with HUD's standards.
 3. Update existing Fire Districts Map for unincorporated Pima County
 4. Research and develop maps to document all of the local, state and federal funding projects, analyzing county data such as housing foreclosures.

Using the most recent CHAS data, the previously defined target areas have been analyzed and new target areas have been identified. The target areas are intended to be both accurate for income qualification and easily discernable to the worker in the field providing assistance. The target areas are each drawn with two boundaries. The first delineates the whole target area, based on the Census tract. The second boundary identifies the residential area within the target area. The residential areas are where CDBG funds will be focused, although these areas may grow within the target area as more residential land is developed.

A second method, conducting surveys, will be employed, looking at certain communities that were left out of this initial process. Surveys will be organized for communities in the 2000 target areas and other sites identified by the county as underserved areas of low income.

Newly Identified Target Areas



Colonias

In addition to Community Development Target Areas, there are 19 USDA Designated Colonias in Pima County. Colonias are communities located within 150 miles of the US-Mexico border that meet the federal definition of lacking sewer, wastewater removal, decent housing, or other basic services and were in existence prior to November 28, 1990.

Colonias - State of Arizona Certifications

This fiscal year, CDNC will work with the colonias to certify each one through the Arizona Department of Housing. Once certified, a colonia is eligible to apply for 'set-aside' CDBG funding from the State to fund projects that meet the needs of residents relating to water, sewage, and housing improvements thus resulting in improved communities.

Additionally, CDNC will work to improve communication and relations between colonias and the department. The intent is to increase public awareness and participation at community meetings. CDNC will notify residents of community improvement funding opportunities and provide technical assistance for eligible projects

HOUSING

Activities

The amount of HOME Investment Partnerships Program (HOME) funded activities for the program year (which include HOME funds “rolled-over” from prior program years) will be allocated as follows:

FY 14-15 Funds (available 7/1/14):

- Homeownership Development & Preservation: \$ 100,000
- Rental Development & Preservation: \$ 459,201

Prior Program Years funds available:

- Homeownership Development & Preservation: \$ 200,000

Pima County General Obligation Bond Funds

Four projects receiving a total of \$750,000 in gap financing from the county bond program will be underway during the program year. The County will ensure funds are invested in affordable housing units that will be made available to qualified low income households through affirmative marketing plans. These four projects will provide 24 low income rental units, 5 rehabilitated homeownerships units (former foreclosures) that belong to the Old Pueblo Community Foundation (an Arizona nonprofit), and approximately 10 additional homeownership units to be developed by Habitat for Humanity Tucson and the Southern Arizona Land Trust (SALT). The Pima County Housing Commission, appointed by members of the Pima County Board of Supervisors and County Administrator, guide the process for awarding and recommending projects for funding by the program. The final approval is granted by the Pima County Board of Supervisors.

The priorities and specific objectives that will be addressed during the program year include all those that are listed in the 2010 – 2015, 5-Year Consolidated Plan of the City of Tucson Pima County Consortium HUD Consolidated Plan. The following list summarizes the major housing activities planned for the upcoming FY14-15 program year.

- Promote homeownership by providing down payment and closing cost assistance to low and moderate income households in partnership with the City of Tucson, local HUD approved housing counseling agencies and locally approved Community Housing Development Organizations (CHDO).

- Promote the development of affordable workforce housing and transit-oriented housing serving low-income homebuyers, tenants and employer assisted housing programs.
- Coordination of resources with the Old Pueblo Community Foundation to provide affordable housing units which are protected by a 99 year ground lease.
- Prioritize projects that maximize Leveraged funding from other public and private resources, including but not limited to: Low Income Housing Tax Credit Program; Federal Home Loan Bank of San Francisco AHP, WISH, IDEA Programs; local bond programs; land and resources donated by local municipalities.
- Redevelopment of foreclosed properties and vacant/blighted properties to further affordable, decent and safe housing for low- and moderate-income homebuyers.
- Assist eligible low and moderate income property owners in the development of affordable housing by waiving the Pima County Roadway Impact Fee.
- Continue to provide affordable housing referral and information access, including foreclosure assistance, through our Pima County Housing Center and our web-based listings of affordable rental housing choices and service resources which are available on the web at PimaCountyHelp.org.
- Continue ongoing monitoring of previously funded affordable housing activities for compliance with federal and local regulations.
- providing lead poisoning information to all tenants and owners of county funded housing. (Consolidated Plan, Lead-Based Paint Needs Assessment and Strategy, pp. 69, 76).

Expenditure Limits

Pima County has not exceeded 10% administrative cap for HOME. City of Tucson, as the lead agency in the City of Tucson/Pima County Consortium, manages and monitors the county’s administrative budget and expenditures.

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Affordable Housing

HOME and Pima County General Obligation Bond Program Funds shall be allocated as follows: prior year(s) funding with no new funding allocations anticipated for FY 14-15):

Homebuyer Assistance HOME:	33 homebuyers (Downpayment Assistance)
Homeownership Development (HOME):	2 units (new construction)
Homeownership (GO BOND):	22 units (new and rehab)
Rental (HOME):	17 Units (new or rehab)
Rental (GO BOND):	24 (new)

HOPE 3

Zero program income is anticipated in the next program year as most of the HOPE 3 assisted units have fulfilled the twenty year affordability period. In the event HOPE 3 assisted units are sold before the 20 year period ends and CDNC is able to collect re-sale proceeds, any such proceeds will be reinvested in affordable rental or ownership housing development or preservation.

NSP 1

Approximately \$40,000 of program income is anticipated during the next program year. If received, this income would be reinvested in the acquisition/rehab of foreclosed, vacant and/or blighted home units with at least 25% of the funds benefitting households earning 50% or less than the Area Median Income (AMI) for Pima County.

Public Housing

Section 8 - Housing Choice Voucher (HCV) and Housing Assistance Payments (HAP)

Pima County's Section 8 HCV program is operated by the City of Tucson's Public Housing Authority (PHA), through an Inter-Governmental Agreement with Pima County. Pima County met its funding challenges by reducing subsidy standard (the amount of subsidy for different household sizes) which resulted in a \$30 per unit month reduction in Housing Assistance Payment (HAP) cost compared to the previous year. The City of Tucson/Pima County PHA dealt with the reduction in administration fees (via proration) by

reducing the size of staff and promoting more efficient work practices. However, without additional resources and in light of the aforementioned cuts, the agency is struggling to maintain the level of customer service it had previously.

Based on these preliminary funding and proposed program revisions, we are estimating that approximately 877 HCV's will be available to assist low and very low income rental household in Pima County during the next fiscal year.

Homeless and Other Special Needs Activities

Supportive housing for the elderly and/or disabled continues to be a HOME and CDBG program goal. The number of homeownership and or rental units to be developed for this population will depend on local Community Housing and Development Organizations (CHDOs) ability to develop viable projects. The county provides technical assistance and notices of funding opportunities to the CHDOs who are also involved in other programs (i.e. NSP 2) in the Community Development and Neighborhood Conservation Department which can leverage HOME funds. In addition, in a joint effort with the City of Tucson, Pima County has committed CDBG funds to conduct health, safe and green, energy efficient improvements, to existing emergency, transitional, and permanent housing facility. The intent of the program is to provide both healthier living environments and reduced utilities cost for the homeless and other special needs populations that reside in these important public facilities.

Barriers to Affordable Housing

The Southwest Fair Housing Council (SWFHC) will continue to receive CDBG funding to conduct fair housing educational and outreach programs. In addition, this funding will support SWFHC's efforts to assist the county in developing a plan to affirmatively further fair housing opportunities for the county to implement and as a model for its affordable housing development partners. Also, SWFHC investigates mortgage modification fraud through the Don't Borrow Trouble program.

Also, Pima County's Community Development and Neighborhood Conservation department is currently participating with Pima Prospers, a collaborative to produce an update to Pima County's Comprehensive Plan, which intends to align the County's annual budget, capital improvement program, and future bonding programs with the goals of the plan. In addition, the plan also hopes to incorporate more robust community privatization, health, and human services policy. The plan's working group includes County Administration, other County Departments

HOUSING (Con't)

(most notably Planning and Development Services who have the most authority/responsibility for land use/zoning and building permitting policy), major Stakeholders and community members. It is through this process that CDNC is working to affect public policy and processes that may unintentionally be barriers to affordable housing provision.

One example is the inclusion of the draft plan's "Housing Goal 3, Policy 1" which is to "Incentivize the integration of affordable housing in new developments. Specific language being considered for the plan includes the following: "Provide a Site Analysis exemption for residential rezonings primarily or exclusively for an affordable housing subdivisions under the development of Community Housing Development Organization (CHDO) as designated by a HUD defined Participating Jurisdiction (example: Chicanos por La Causa, Habitat for Humanity, or other similar non-profit)."

Foreclosure Prevention Strategies

Pima County Housing Center staff will continue to take a leadership role in coordinating and marketing quarterly foreclosure prevention events and workshops by directly partnering with the mortgage servicing industry to include Fannie Mae, Freddie Mac, the Office of the Attorney General, the AZ Department of Housing, the Arizona Foreclosure Prevention Task Force, Congressional representatives, and HUD approved housing counseling agencies.

Foreclosure prevention events continue to be a primary method of assisting homeowners at risk of foreclosure. Pima County Housing Center staff will continue to inform community residents of new programs available through direct marketing such as mailers, press releases, newspaper and magazine ads, radio and television commercials, and live broadcasts.

Pima County Housing Center staff will continue to monitor the ongoing foreclosure crisis by tracking the number and location of homes in foreclosure. The information will be mapped and reported to local officials requesting information on the locations of where the troubled families reside and where services are needed. Approximately 90% of all Housing Center calls and visitors are foreclosure related.

Additionally, Pima County will continue to support ten local housing counseling agencies approved by the U.S. Department of Housing and Urban Development (HUD), and Don't Borrow Trouble® Pima County (DBT) in the efforts to respond to foreclosure prevention and provide counseling, education and related services to homeowners facing foreclosure.

Pima County Housing Center staff will continue to take a leadership role in informing and advising community residents of new programs available through mailers, presentations at community meetings, community events, and educational training programs.

Housing Counseling

Pima County Housing Center staff will coordinate quarterly Roundtables for HUD approved housing counseling agencies to meet with mortgage servicers and government officials to discuss concerns and successes related to current foreclosure prevention programs and to explore and develop best practices in meeting the continuing demand for mortgage loan modification and other housing recovery needs.

Pima County Housing Center staff will continue to coordinate with local HUD approved housing counseling agencies to meet face-to-face with borrowers during evening and weekend hours to accommodate the schedules of working families.

Financial Education

Pima County Housing Center staff will continue to coordinate financial education classes available free to the public. This new program has been developed to bridge the gap from financial stability to homeownership. Financial education classes will include: debt management, credit repair, budgeting, and identity theft. Classes will give current homeowners the tools to avoid foreclosure and will also give consumers information needed to obtain financial stability. Classes will be offered after hours and on weekends. Families who attend financial education classes will have the opportunity to meet with instructor on a one-to-one basis for additional coaching. This program will give low-to-moderate income population the opportunity to reach the dream of becoming a homeowner.

Foreclosure Notice of Sale

All homeowners who receive a Notice of Trustee Sale/Foreclosure Notice will also continue to receive a letter from the Affordable Housing Program Manager urging them to call the Pima County Housing Center for a referral to a HUD approved housing counseling agency to learn about options to help them save their home.

LEP Plan

The Limited English Proficiency (LEP) Plan describes

HOUSING (Con't)

the efforts of the Pima County Housing Center to provide language assistance to LEP individuals in order to facilitate effective participation in housing programs and events. Pima County Housing Center created its first LEP plan in 2012. Since then, the LEP plan as well as customizable templates have been distributed to HUD approved housing counseling agencies and provided.

Pima County Housing Center staff will update the Limited English Proficiency Plan (LEP) and distribute to ten HUD approved housing counseling agencies. Signs will be designed and included in the plan as an additional tool for agencies to encourage consumers to self-identify. A self-identify tool will assist consumers seeking services in a language other than English, a way to inform the agency that an interpreter will be needed for a future date in the consumer's primary language (or language they can understand).

The updated plan will ensure LEP individuals can meaningfully access services and effectively participate in federally assisted programs.

Affordable Housing Waiver

The Roadway Development Impact Fee is a fee to help finance the arterial capacity transportation needs created by new development. Monies collected will provide for roadway construction to increase traffic capacity (widening) on the roads specified for improvement. Roadway Development Impact fees (standard amount \$5,478) are to be paid at the time the building permit is issued. All new residential and non-residential construction in unincorporated Pima County that increases units will pay this fee.

Affordable Housing Waivers are available to current property owners that are low-to-moderate income that meet the income limits as determined by HUD. Affordable Housing Waivers are for the Roadway Development impact fee only. Pima County Housing Center staff will update the current Affordably Housing Waiver application and instructions which will include more stringent requirements for new construction.

Completed applications, with all supporting documents, will be reviewed by staff at the Pima County Housing Center, Pima County Community Development & Neighborhood Conservation Department within 10 business days from receipt of applications.

Program Specific Requirements

There are two major affordable housing programs managed by the housing division: HOME Investment Partnerships

Program and General Obligation Affordable Housing Bond Program. The HOME Program is funded by the U.S. Department of Housing and Urban Development (HUD). The voters of Pima County approved the 1997 and 2004 General Obligation Affordable Housing Bond Programs authorized by Arizona statute. Both programs are designed to provide affordable housing (rental or homeownership) to qualified, low income households whose gross annual incomes are equal to, or below 80% the area median income for Pima County.

Under both programs, periods of affordability, ranging from 5 to 30 years depending on funding, are required to ensure that the county-assisted units remain affordable; the periods of affordability are guaranteed or secured by the recording of lien instruments with the Pima County Recorder. Both programs provide gap funding to either developers or homeowners who otherwise would be unable to develop or afford such housing. Program income occurs under the HOME Program when households occupying the HOME-assisted units either move out or sell the units. These changes in ownership result in the recapture of funds by Pima County who then reinvests those funds to assist the development or purchase of other affordable housing units by qualified, low income households in accordance with federal guidelines. Pima County does not use the resale option (whereby instead of recapture of funds, a unit would be sold to another qualifying low income household) when handling HOME program income.

Each federal program year (July 1st to September 30th), HUD allocates HOME Program funds to Pima County based on its entitlement status as a member of the City of Tucson-Pima County HOME Consortium.

Monitoring

To ensure compliance with the HOME Program, Pima County monitors the owners of rental housing and conducts surveys of the homeowners who received down-payment assistance through the HOME Program. Rental units are inspected for compliance with HUD housing quality standards and tenant files are reviewed to ensure qualified individuals occupy the units and charged the appropriate rents. The surveys assess homebuyer satisfaction with the homebuyer education and counseling provided with the down payment assistance and confirms homebuyers continue to reside in the HOME-assisted units.

Affirmatively Furthering Fair Housing

Pima County and Southwest Fair Housing Council will continue to develop policies and procedures for the

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County and its affordable housing development partners to implement marketing plans that provide fair housing choices, including affirmative marketing to those least likely to apply for the county-assisted housing units. During the upcoming year, the county will finalize its guide and provide training and monitoring of affordable housing developers' efforts that will promote diversity in communities with expanded choices for all the protected classes of federal fair housing laws. Pima County has already included Affirmatively Furthering Fair Housing requirements in its 2013 GO Bond Program Request for Applications and will monitor the outcome of those efforts in the upcoming year.

Miscellaneous

Various projects planned for the year 2013-2014 will receive funding from diverse sources including HUD Financing such as Section 221d(4), 223(f), 202 and 811 Program, U.S. Department of Veteran's Affairs, Southern Arizona VA, USDA, Arizona Housing Trust Fund including Arizona HOME funds, NeighborWorks Capital, NeighborWorks America, the Federal Home Loan Bank of San Francisco, private foundations and private donations. Various projects may also qualify for private activity bonds issued by either the City of Tucson Industrial Development Authority or the Pima County Industrial Development Authority. In addition, NSP1 and 2 program income may be available to fund redevelopment of foreclosed and vacant properties to benefit low- and very-low-income rental households.



Las Abuelitas Family Housing - Primavera

HOMELESS

HOMELESS AND SPECIAL POPULATIONS

Supportive Housing

The Supportive Housing Program (SHP) is authorized by Title IV, Subtitle C, of the McKinney-Vento Homeless Assistance Act of 1987, as amended. It is designed to promote, as part of a local Continuum of Care (CoC) strategy, the development of supportive housing and supportive services to assist homeless individuals in the transition from homeless and to enable them to live as independently as possible.

Supportive Housing grants account for Seventy-five million. HUD's Continuum of Care SHP grants are awarded competitively to local programs to meet their needs of their homeless clients. Pima County's CoC 2013 SHP application was awarded \$7,891,553.

Pima County's Casa for Families II SHP grant has been awarded \$ 570,768 for FY 2014-2015 of which \$269,280 will be used for rental assistance and \$278,806 for supportive services and \$30,026 for administrative funds.

The Pima County 2013 Casa for Families II Supportive Housing Grant incorporated the CoC mandated 13% reduction in funds in their SHP 2013 application.

CoC and the Tucson Collaboration to End Homelessness (TPCH) will be meeting again with a HUD Technical Assistance (TA) representative to assist in identifying an effective governance structure for the CoC.

Street Count

Every year, nearly 250 volunteers scour the streets of Pima County with the goal of capturing an adequate count of homeless individuals in the county. As homeless individuals are surveyed, important information is collected such as what resources these individuals may require. The annual Street Count is one way for those interested in understanding the need in their community to help TPCH expand its reach throughout the geographic area.

Pima County will continue to work closely with rural areas of the county to participate in Street Count activities. The Special Populations Coordinator reaches out to areas and agencies not involved with TPCH but which serve people who may become homeless or already are living in places not meant for human habitation. More faith-based and small non-profit organizations are becoming interested in assisting people in their neighborhoods who are experiencing a housing crisis.

HOMELESS (Con't)

Housing Assistance Website

Pima County and the City of Tucson have launched an interactive housing assistance website. www.PimaCountyHelp.org, a housing help and resources website that homeless individuals or individuals worried that they cannot pay their rent can use to find housing assistance and services. This website was pioneered by SocialServe.org through a web-based system. This website has three sections; Finding Housing Programs, Finding Rental Housing and Finding Resources. Questions are asked of the user, caseworker, client and individual to determine an appropriate fit for housing. The user will receive a list of probable services related to housing and the reason why these services were selected as well as a second list of services and why these were excluded. Since the information is provided by the user and is considered to be unverified, it is ultimately the responsibility of the service provider to screen the client for the program eligibility.

The model was developed from a successful Homelessness Prevention and Rapid Re-Housing Program (HPRP) model which has a high rate of reliability for appropriate referrals. Future considerations for incorporation into the website include expanding the referrals for emergency and transitional shelter, housing related services such as home repair, reverse mortgage programs, housing adaptation and utility assistance. The goal is to provide a comprehensive website for housing related services for Pima County residents.

The program is being designed to be compatible with the Continuum of Care coordinated intake system.

Continuum of Care Coordinated Assessment System

Pima County is required by HUD to develop a Coordinated Assessment System as a requirement of HUD's funding for the Continuum of Care program. A workgroup was formed under the Continuum of Care Committee with support from TAC, Inc. (Technical Assistance Collaborative). The workgroup met for several months and identified the immediate goals needed to assess the capacity of the community for participation. The workgroup created an outline of a coordinated assessment with different phases and functions and this outline was approved by CoC in January 2014.

The workgroup's plan includes an understanding that the Coordinated Assessment System plan is client-based and not program-based.

The next step for the workgroup is to determine what will be the best screening tool that will fit the Coordinated Assessment

System outline. Monthly meetings are being held to view a variety of screening tools available. Once a screening tool is selected by the workgroup, they will be able to detail the function of the Coordinated Assessment System outline.

The Guiding Principles for the Coordinated Assessment System include the following elements:

- Reorient service provision to create a more client focused environment
- Identify strategies that are best for each household based on the knowledge of the access to the full array of available services
- Link households to the most appropriate intervention that will assist the household in resolving their housing needs

Emergency Solutions Grant (ESG)

The Pima County Community Development and Neighborhood Conservation Department and the City of Tucson Department of Housing and Community Development both receive an ESG formula grant. Pima County and the City of Tucson collaborated during this year's application review and allocation process, convening a group of community members and CoC members; two from the CoC executive committee, one CoC staff, one from the emergency solutions committee, one from the discharge committee, and one from the HMIS committee.

During the ESG application reviews, Pima County's focus for funding was programs serving the citizens of the unincorporated areas of Pima County, the City of South Tucson, Town of Marana, Town of Sahuarita and the Town of Oro Valley.

A joint Pima County / City of Tucson / CoC Emergency Solutions Committee is formed to make funding recommendations to ensure the available 2014 ESG funds are utilized accordingly within each jurisdiction's respective identified target areas in an effort to avoid duplicate and unnecessary assistance with these limited funds

Agencies and sub-recipients awarded an ESG are contractually required to provide matching funds equal to their grant in the form of cash (from non-federal sources) and/or the following in-kind sources, including but not limited to: services contributed by volunteers, the donation of materials and buildings, or the value of any lease on a building. Match is monitored and identified monthly during the agency invoicing process and evaluated at the final draw.

Pima County continues to use the ESG Hold

HOMELESS (Con't)

Harmless amount of \$86,592 as a maximum for Street Outreach and Emergency Shelter activities. Use of the County's Homeless Management Information Systems (HMIS) is required for ESG subgrantees. As new ESG programs begin, Pima County will work closely with these agencies to assist in the implementation of the ESG Guidelines and HMIS training.

ESG Performance Standards

The Pima County/City of Tucson existing ESG Written Standards/Performance Standards, as attached in Appendix 3, are currently being revised by the Emergency Solutions Committee to account for the implementation of the ESG guidelines as set by HUD. Specific performance measures will focus on housing stability and recidivism, captured in HMIS, as follows:

- Reduce the length of homeless episodes by moving families and individuals into stable homes through rapid re-housing.
- Reduce the new and return entries into homelessness by focusing on homelessness prevention and rapid re-housing.
- Increase jobs, income and self-sufficiency to ensure housing stability.

In addition, the Emergency Solutions Committee will also seek to integrate safeguards to meet safety and shelter needs of special populations into the revised Pima County/City of Tucson ESG Written Standards/Performance Standards. Once finalized, staff will look to employ finalized safeguards during onsite monitoring.

HOPWA

Pima County Community Development and Neighborhood Conservation Department submitted the application for Positive Directions, a successful collaboration between Pima County, the Southern Arizona AIDS Foundation and the City of Tucson Department of Housing and Community Development Section 8 program to provide permanent supportive housing to individuals or families living with HIV/AIDS in Tucson and Pima County.

Positive Directions was awarded \$1,385,585 for the new HOPWA three year grant (2014-2016). These funds will continue to provide funding for permanent housing units, tenant-based rental assistance, supportive services, and a new resource identification budget line item to implement a program specific centralized assessment for the HIV/AIDS clients.

Pima County has requested HUD technical assistance for the preparation of the new grant award.

FEMA

Congress appropriates each jurisdiction award based upon the jurisdiction's total number of unemployed as compared to the total number unemployed in all qualifying jurisdictions.

Pima County is preparing the FEMA 2014-2015 Request for Proposal. This RFP is being revised in coordination with the FEMA local board's recommendations. Pima County will distribute the RFP in May 2014.

COMMUNITY & RURAL DEVELOPMENT

Community Development Building Block (CDBG)

Objectives:

- Develop, expand and rehabilitate existing public facilities to support neighborhood and community demographics and encourage community involvement in support services and recreation opportunities
- Provide housing rehabilitation, including emergency home repairs to low-to-moderate income residents
- Increase energy-efficiency through the Weatherization Program for low-to-moderate income residents
- Support public safety and security through fire protection.

CDBG RECOMMENDED PUBLIC SERVICES FUNDING ALLOCATIONS
CDBG Program Allocation for 2014-2015: \$2,498,848
Maximum Public Services Allowed (15%): \$ 374,827
For the coming fiscal year, Pima County received 25 applications for Public Services funding from 21 organizations totaling \$909,017 Public Services Funding recommendations will go before the Board of Supervisors in May 2014.
Staff anticipates a Public Service allocation in the amount of \$ 298,000.
CDBG RECOMMENDED PUBLIC FACILITIES, INFRASTRUCTURE, HOUSING AND ADMINISTRATION ALLOCATIONS
CDBG Program Allocation for 2014-2015: \$2,498,848
Maximum Administration (20%) allowed: \$ 449,793
For the coming fiscal year, Pima County received 51 applications for public facilities, infrastructure and housing funding from 43 organizations and geographic areas totaling \$4,410,445. Funding recommendations will go before the Board of Supervisors in May 2014.
Staff anticipates that funds will be allocated to the following activities:
Administration - \$430,000
Housing Rehab - \$1,025,000
Infrastructure - \$66,400
Public/Community Facilities - \$544,448
Economic Development - \$0
Fair Housing - \$35,000

Home Repair and Weatherization

Over \$1,800,000 is requested for housing rehabilitation in 2014.

Pima County, in coordination with five community organizations, plan to rehabilitate approximately 250 units during the next year, including:

- Handicap accessibility improvements (16 units).
- Emergency Home Repairs and Housing Rehabilitation (234 units).

The Pima County Home Repair Program provides grant assistance to low-income homeowners who live in unincorporated Pima County, Sahuarita and Oro Valley. Conventional and manufactured homes are eligible for rehabilitation that may include repairs or replacement of roofs, heating and cooling systems, septic systems, and other major systems such as electrical, gas and water.

Pima County or one of its nonprofit or local government partners inspects the home, prepares a cost estimate of work to be performed, and hires licensed contractors. Upon completion of the repairs, a final inspection and walk through with the homeowner is conducted. Funds for housing rehabilitation are identified in the table below:

FUNDING SOURCE	AMOUNT ESTIMATED
U.S. Department of Housing and Urban Development (CDBG)	\$1,025,000
Governor's Office of Energy Policy	\$25,875
U.S. Department of Health and Human Services Low Income Homeowner Emergency Assistance Fund (from Arizona Department of Economic Security)	\$97,090
Southwest Gas	\$24,000
Tucson Electric Power Company	\$98,000
Arizona Department of Housing	\$40,000
Trico Electric	\$4,100
USDA	\$27,500

COMMUNITY & RURAL DEVELOPMENT (Con't)

Lead-Based Paint

Childhood lead poisoning is a serious pediatric health problem. Children ages six years old and younger are particularly susceptible to lead poisoning. Research indicates that even a low level of lead in a child's blood can have harmful effects on physical and developmental health. The most common source of exposure is deteriorating lead-based paint and lead-contaminated dust found in the home, but other sources include pottery, jewelry, candy and makeup. The use of lead-based paint became illegal in 1978.

To reduce the risk of lead poisoning, information is distributed to participants in County housing programs. The County follows strict HUD guidelines for testing and abatement of lead-based paint and other hazardous substances, and requires compliance from its contractors and subcontractors. Any structure built before 1978 that is proposed for rehabilitation under federal programs is tested for lead-based paint. Notices and requirements regarding testing and removal of lead-based paint are provided to program participants, contractors and project sponsors. The County has licensed contractors who are available to perform appropriate abatement and/or removal procedures if lead-based paint is present.

Currently the County is searching for grants to promote healthy homes and lead hazard control.

Outcome Measurement System

Programs funded through CDBG, ESG, and OA provide documentation to the output/outcome measurement system. Agencies that submit new Request for Proposals complete a community application process which provides a description of the proposed activity, numbers

served, outputs and outcomes, and the measurement tools utilized to determine success. In addition, monthly, quarterly, and annual reports are submitted to CDNC with actual unduplicated numbers of participants served under each activity funded by CDBG, ESG, and OA

The three primary HUD-defined outcomes are:

- Availability/Accessibility
- Affordability
- Sustainability

Within each program there are three objectives:

- Creating Suitable Living Environments
- Providing Decent Affordable Housing
- Creating Economic Opportunities.

As a result, there are nine possible outcomes and the outcome for each objective is identified according to the following key:

HUD has requested that grantees identify the objectives according to the system suggesting that they be identified using a "shorthand" to identify the outcomes that are linked to the specific projects.

A matrix has been suggested so that the objectives and outcomes can be "mapped" and linked to projects. The charts detailing the funded recommendations for the CDBG and ESG programs show the HUD recommended shorthand numbering system.

Additionally, the information from the CDNC Outcome Measurement System is used to report accomplishments on HUD's Integrated Disbursement Information System (IDIS) and the Consolidated Annual Performance and Evaluation Report (CAPER) Report submitted to HUD annually.

HUD OUTCOME CODE KEY	AVAILABILITY/ ACCESSIBILITY	AFFORDABILITY	SUSTAINABILITY
Decent Housing	DH1	DH2	DH3
Suitable Living Environment	SL1	SL2	SL3
Economic Opportunity	EO1	EO2	EO3

COMMUNITY & RURAL DEVELOPMENT (Con't)

Microenterprise Development

Catholic Community Services dba Pio Decimo Center is the non-profit agency for the Micro Loan Program. The Pio Decimo Center has been serving the community since 1946 with childcare and early child education, housing and family services, youth programs, and asset building for families including Individual Development Accounts (IDAs).

Pio Decimo's clients who already have IDAs established will be able to use their accounts as a match to capitalize their small business. Pio Decimo continues to recruit participants throughout Pima County and provide low interest rate loans to low-to-moderate income business owners. Other eligible activities include general support to persons developing microenterprises such as: entrepreneurial training to owners of microenterprises, loans, and rehabilitation to a public facility or installation of commercial equipment. Currently Pio Decimo provides technical assistance to four (4) business owners with their business development plans all of whom have been approved for a loan. An additional three (3) loans will be made this year.

Pio Decimo Center and Pima County continue to attend trainings to further strengthen development finance and capacity building services, and ensure development goals are met.

Other sources for funding provided for the microenterprise program include the Gisela Hogan Charitable Foundation and the Arizona Community Foundation.

Providing Technical Assistance

Each year Pima County follows a Community Planning Process for projects, combining CDBG, Emergency Shelter Grant and Outside Agency Program funds. On November 20, 2014, the County began this process for FY2014. The proposal forms were posted on CDNC's website, and approximately 300 were e-mailed, mailed or given to area agencies attending the public meetings. Public meetings were held in 15 communities throughout unincorporated areas of Pima County from November 2013 through January 2014 to explain the proposal process, discuss potential projects, and offer technical assistance to citizens interested in developing proposals. The Town of Marana and the City of South Tucson, the County's two sub-recipients, hold their own proposal processes and submit their recommendations to Pima County. The deadline for the application was February 14, 2014. Seventy-eight applications were received, totaling \$6,250,761 in requests.

Staff reviewed each proposal using the following

criteria to evaluate which projects will be recommended to the Board of Supervisors for funding:

- Eligibility of project
- Leverage of other funds
- Geographical distribution of projects
- Total cost and cost feasibility
- Urgency of the project
- Capacity for project to achieve objectives and be successful
- Capacity of project to clearly link to statutory objectives and key goals applied by HUD
- Coordination with other community development efforts
- Evidence of substantial neighborhood or public support
- Benefit to a high number of low/moderate income people
- Plan for permanent funding for project
- Ability to spend grant funds in timely manner

Commercial Rehabilitation/Facade Improvement

CDNC plans to implement a facade improvement pilot program with activities that are designed to bring commercial structures up to code or improve their facades. If the commercial structure is owned by a private, for-profit entity, the rehabilitation activity is limited to the exterior of the building and the correction of code violations.

The pilot program came about from previous citizen participation plans where input was sought on how to complement properties where Brownfields environmental site assessments had been conducted, thereby making the property more attractive to consumers. This pilot program will be directed to commercial properties along commercial corridors in semi-urban areas of unincorporated Pima County that are within CDNC identified Target Areas.

Due to limited funding, CDNC expects to fund 3-4 commercial rehabilitation/façade improvements. This pilot program will rely on best practices researched from other programs nationwide. If it proves successful, this program will be expanded to cover a larger target area and increase funding to address 15-20 properties per fiscal year.

COMMUNITY & RURAL DEVELOPMENT (Con't)

Brownfields/Revitalization

CDNC's Brownfields staff successfully closed-out two Environmental Protection Agency (EPA) Community-Wide Assessment grants in the unincorporated communities of Ajo and Flowing Wells, Arizona in FY 13-14. With no current open EPA Brownfields grants, CDNC staff programmed Community Development Block Grant (CDBG) to a Brownfields activity line item, as permitted, to continue to provide funding to conduct Brownfields activities. CDBG funding will be used as gap funding for identified properties where lead-based paint, asbestos and or mold testing requirements might otherwise hamper the reuse, redevelopment or demolition of a property.

Brownfields staff applied for up to \$400,000 in available FY 14-15 EPA grant funding to conduct community-wide assessments in southside metropolitan Tucson, which includes communities in unincorporated Pima County, as well as neighborhoods in the City of Tucson. If Brownfields staff is successful in securing available grant funds, said funds will add an additional resource to community and economic development activities planned for southside metropolitan Tucson. This area has been slated to undergo a massive economically driven transformation catering to the Aerospace & Defense; Medical/Bioscience & Technology; and Corrections industries.

Section 3 - Compliance Action Plan

CDNC will continue to work diligently to meet Section 3 compliance goals as required by HUD which state that recipients of certain HUD financial assistance, to the greatest extent possible, provide job training, employment, and contract opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods. The following steps are taken by CDNC staff to satisfy Section 3 goals as they pertain to the creation of new employment, contracting and training opportunities for low- or very low-income persons and business concerns:

- Promote and distribute Section 3 job and training opportunities through the Pima County One-Stop, as well as other County departments and local employment agencies;
- Conduct pre-bid and pre-construction meetings for Section 3 covered projects (i.e. housing construction, demolition, rehabilitation, or other public construction) to inform contractors of Section 3 employment, contracting, training opportunities goals, and requirements;
- Collect Section 3 reporting information on a quarterly basis from sub-recipients; and
- Submit yearly report, HUD Form 60002, concurrently with current year's CAPER

Section 3 compliance applies to specific federal grants, such as Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Housing Opportunities for Persons with Aids (HOPWA), Emergency Shelter Grants (ESG), and Neighborhood Stimulus Program 1&2 (NSP1&2).



Robles Junction Playground Improvements

NEIGHBORHOOD REINVESTMENT

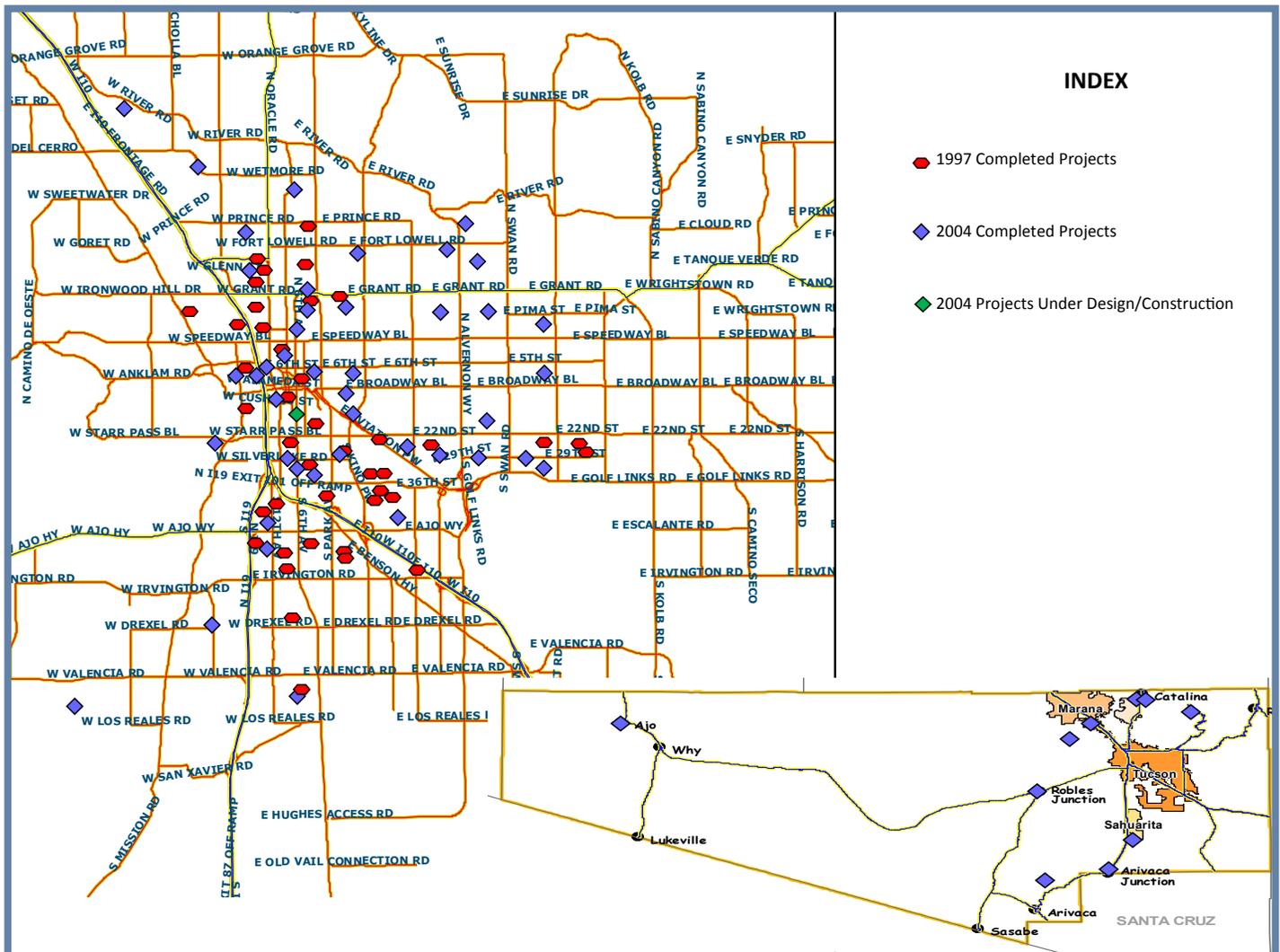
The Pima County Neighborhood Reinvestment Program Approach

The movement of Pima County residents to suburbs and exurbs has had a major impact on both urban and rural communities. This population migration has contributed to deterioration of the urban core neighborhoods, as limited public funds are stretched to pay for infrastructure in the new residential communities. Growth on the urban fringe and rural areas of Pima County creates stress for these communities, as new development burdens roads, schools, parks, and law enforcement.

In response to the burgeoning infrastructure and service needs, the electorate approved Neighborhood Reinvestment bond questions in 1997 and 2004. The dual functions of the Neighborhood Reinvestment Program are to fill gaps created by diminishing government dollars and to empower residents of stressed communities.

The unique Neighborhood Reinvestment funding allocation procedure originates at the grass roots; residents themselves determine what capital improvement projects will be constructed. With the assistance of Neighborhood Reinvestment Program staff, neighborhoods select a project, obtain cost estimates, and prepare written proposals to submit to the Neighborhood Reinvestment Oversight Committee. The Committee reviews the proposal, visits the neighborhood, and makes a recommendation to the Board of Supervisors.

Program Performance Measures –	Projected 14-15
Community Outreach Events Held	20
Projects Completed	1
Evaluations Completed	15



NEIGHBORHOOD REINVESTMENT (Con't)

Function

Neighborhood Reinvestment has the following goals which it tries to meet through the following services respectively:

Goals

- Works to stabilize and revitalize stressed communities pursuant to 1997 and 2004 Neighborhood Reinvestment Bond Ordinances.
- Promotes the funding of small capital improvement projects selected through a community consensus process.
- Develops community leaders, identifies emerging needs, and strengthens community decision making.

Programs

- Neighborhood Reinvestment GO Bond Program
- Community Leadership Development
- Community Outreach and Support

Outlook

Currently all 1997 Neighborhood Reinvestment bond funding (\$5 million) has been allocated by the Board of Supervisors and all 41 projects have been completed. Additionally, all bond funding (\$20 million) from 2004 Neighborhood Reinvestment bond funding has been allocated to fifty-four (54) community projects. In 2014-2015 approximately \$500,000 will be used to construct the Five Points Coalition's pedestrian safety amenities and gateway art project involving south of downtown Tucson area businesses and neighborhoods.

Future Bond Funding

The Pima County Bond Advisory Committee has tentatively designated November 2015 as the date of the next Pima County bond election, and has tentatively approved \$30 million for Neighborhood Reinvestment funding to be included on the bond election ballot. If the funding is approved, the Neighborhood Reinvestment Program staff will commence working with stressed neighborhoods to develop capital infrastructure project proposals to be constructed with the bond funding.

Neighborhood Leadership Institute

The Neighborhood Reinvestment Program has implemented a Neighborhood Leadership Institute (NLI) for the purpose of developing community leaders, facilitating the organization of vibrant grass roots community organizations, supporting a strong collective neighborhood voice, and reinforcing collaboration among communities, social service providers, elected officials, faith based organizations, and school districts.

The first NLI event convened on January 25, 2014, and included workshops on leadership skills, recruitment and retention of neighborhood association members, and development of community resource handbooks. Twenty-five community members participated in the day-long event, and written evaluations revealed that participants found the session to be valuable and requested additional training sessions. Neighborhood Reinvestment Program staff plan to convene quarterly events to include skills workshops and neighborhood networking events.

COMMUNITY PLANNING AND REVITALIZATION

PNIP - Pima Neighborhood Investment Partnership

Pima County successfully competed for a \$22.1 million Neighborhood Stabilization Program (NSP2) Grant funded through the American Recovery and Reinvestment Act (ARRA). The Pima Neighborhood Investment Partnership (PNIP), as the grant is locally branded, consists of a consortium including Pima County, City of Tucson and seven non-profit agencies. The agencies and affiliated PNIP projects include:

- City of Tucson – Pima County Community Land Trust
- Southern Arizona Land Trust (SALT) – Land Banking/Acquisition Rehab
- Habitat for Humanity – Corazon del Pueblo
- Old Pueblo Community Services – Sunnyside Pointe
- Chicanos Por La Causa – Liberty Corners
- Primavera Foundation – South Tucson Revitalization
- Community Investment Corporation – Homebuyer Assistance Program
- Family Housing Resources – Rental housing

Pima County anticipates completion of all activities by September 2014, and will move towards close out of the grant. It is estimated that up to \$1 million in program income may be generated from consortium projects. Some consortium members (SALT and Habitat, for example) will be able to retain some or all of the program income that they earn. All program income will be reinvested into activities that are consistent with the NSP2 grant.

PIMA COUNTY ANTI-POVERTY STRATEGY

The Community Development and Neighborhood Conservation Department seeks to improve the standard of living and enable the people and communities of Pima County, especially those with lower incomes, to be economically self sufficient. The Department provides services throughout the County focused in four program areas:

Emergency Assistance: assistance for low-income families in a wide range of services. Through non-profit agencies, help or services may take the form of food boxes, home-delivered meals, medical supplies, rental assistance, utility assistance, home repair assistance, and some transportation assistance.

Community Development and Affordable Housing: Community Development provides assistance to construct or rehabilitate existing public facilities and infrastructure. Funds are also available for housing rehabilitation and public service projects. The Affordable

Housing Division identifies resources in both the public and private sectors to create affordable housing opportunities for eligible residents of Pima County.

Social Services: funding provided to non-profit agencies through the Outside Agency Program. Outside Agency funding is allocated to services in Pima County which relate to basic human and family needs including: food, housing and shelter, economic security, mental health, youth intervention and prevention, family support and related programs. In addition, funds are allocated to various commissions, arts, economic development, and cultural organizations.

Economic Development – There are two ways in which Community Development supports employment. First is through the investment of funds in the community. Last year we used IMPLAN to estimate that 93.6 jobs were created and preserved through CDNC. The second way is through the investment of funds to assist small businesses – through the micro loan, façade and other strategies.

OUTSIDE AGENCY (OA)

OA administers County General Funds to applying nonprofit agencies that have successfully completed a community review process and are determined to be qualified to deliver essential food and clothing services to identified groups.

Approach

- Works with community agencies to identify program gaps
- Provides support to a Board of Supervisors appointed citizens committee to develop and implement a community planning process
- Administers contracts which meet priority community needs and deliver specific services
- Assures accountability for program funds through effective monitoring, technical assistance, and reporting
- Provide technical assistance and identified best practices
- Utilize and on-line reporting system

Programs

Pima County Outside Agency

- Leveraged dollars - \$35,354,834
- 72% of OA funds directed to jobs - \$2,525,687
- 79 OA funded FTE

Outlook

Economic condition, high unemployment rates and mounting state debt are creating significant issues for low income households and vulnerable populations. Prolonged stagflation and the contraction of Pima County property taxes has decreased the County’s ability to support General Fund programs. Additional State cost transfers create increased demands on the County budget. The County’s General Fund has traditionally supported the human service agencies. Severe state and city cuts in programs and services provided to low income households and vulnerable populations create increased stress on the non-profit sector.

Service Categories (Goals and Objective)	Program Performance Measures -	Projected 14-15
EMERGENCY FOOD AND CLOTHING - \$728,814		
<ul style="list-style-type: none"> • Deliver essential food and clothing services which benefit Pima County residents • Provide for the dignity and a basic quality of life of extremely poor households • Provide services to vulnerable populations 	Emergency Food and Clothing	10 Agencies
	Unduplicated Individuals Served	280,355
SENIOR SERVICES - \$222,200		
<ul style="list-style-type: none"> • Deliver essential senior services in low income and rural areas • Promote healthy lifestyles, dignity and independence for seniors • Provide services to vulnerable populations 	Senior Service Grants	9 Agencies
	Unduplicated Individuals Served	1,847
SUPPORT SERVICES, SHELTER AND DOMESTIC VIOLENCE - \$466,499		
<ul style="list-style-type: none"> • Provide essential support services through shelters and case-management to vulnerable populations • Provide services that ensure the protection and well-being of individuals at risk of physical harm or who live in unsafe conditions • Provide services to vulnerable populations 	Support Services, Shelter, DV Grants	15 Agencies
	Unduplicated Individuals Served	15,031
YOUTH, YOUNG ADULT AND FAMILY SUPPORT - \$733,319		
<ul style="list-style-type: none"> • Deliver essential youth and family support services in low income and rural areas • Promote healthy environments, education and opportunities for at risk youth and young adults • Provide services to vulnerable populations 	Youth, Young Adult and Family Support Services	22 Agencies
	Unduplicated Individuals Served	13,064
COMMUNITY SERVICES - \$198,526		
<ul style="list-style-type: none"> • Deliver essential services in low income and rural communities • Provide funding to programs that are starting up essential programs or maintaining essential services • Provide services to vulnerable populations 	Community Support Grants	4 Agencies
	Unduplicated Individuals Served	7,377
GENERAL SERVICES - \$1,286,814		
<ul style="list-style-type: none"> • Deliver identified programs and services that benefit Pima County resident • Provide services to vulnerable populations 	General Service Grants	22 Agencies
	Unduplicated Individuals Served	30,982

Appendix 1 - CDBG / ESG Allocations

CDBG UNINCORPORATED PIMA COUNTY / COMMUNITY DEVELOPMENT TARGET AREAS		
JURISDICTION/APPLICANT	PROGRAM/PROJECT	ALLOCATION
Ajo - ISDA	Ajo Community Plaza (Fire Marshall Compliance)	\$ 30,000
Ajo - Ajo Ambulance, Inc.	CPR Training Program (EKG's)	\$ 12,000
Ajo - Desert Senita Health Center	Various Facility Improvements	\$ 30,000
Arivaca - Coordinating Council Resource Group	Resource Center (New Roof)	\$ 20,000
Flowing Wells	Amistades Inc. Ellie Towne Teen Program	\$ 10,000
Flowing Wells - FWNACC	FWNACC Street Light Maintenance	\$ 14,400
Flowing Wells Unified School District	Flowing Wells Family Resources Center Operating Funds	\$ 13,000
Flowing Wells Unified School District	Flowing Wells Family Resources Center-Facility Improvements	\$ 3,000
Green Valley - Assistance Svc, Inc.	Safety Health in Motion SHIM	\$ 10,000
Green Valley - PC Parklands Foundation	Chuck Catino Softball Complex in Canoa Preserve Park	\$ 50,000
Picture Rocks - Avra Water Co-op, Inc.	Aging Meter Replacement Program	\$ 38,954
Picture Rocks Citizens for Picture Rocks	BMX Skate Park Improvement	\$ 25,000
Rillito Community Coalition/Rillito Water	Water Improvements Phase I	\$ 65,000
Robles Junction Three Points	Friends of Robles Ranch (Video Surveillance)	\$ 10,000
Sahuarita – Food Bank	Facility Improvement (walk-in freezer)	\$ 50,000
Valencia West/ Drexel Heights Fire District	Family Safety Program	\$ 10,000
Valencia West/ Drexel Heights Fire District	Fire Hydrant Program	\$ 12,000
	TOTAL	\$ 403,354
CDBG PIMA COUNTY JURISDICTIONS		
JURISDICTION/APPLICANT	PROGRAM/PROJECT	ALLOCATION
Pima County CDNC Department	Administration	\$ 370,000
Pima County CDNC Department	Emergency/Transitional/Permanent Hsg Repair	\$ 100,000
Pima County CDNC Department	Commercial Façade Improvement Program	\$ 40,000
Pima County CDNC Department	Brownfields and Clearance	\$ 20,000
Pima County CDNC Department	Home Repair Program	\$ 645,000
Pima County CDNC Department	Emergency Demolition	\$ 20,000
Pima County CDNC Department	Septic Program	\$ 100,000
Town of Marana	Administration	\$ 15,000
Town of Marana	Marana Heritage River Park	\$ 65,000
City of South Tucson	Administration	\$ 30,000
City of South Tucson	Community Policing & Crime Prevention	\$ 25,000
City of South Tucson	Fire Safety Equipment	\$ 25,000
City of South Tucson	Youth Programs & Family Assistance	\$ 120,000
	TOTAL	\$ 1,575,000

Appendix 1 - CDBG / ESG Allocations (Con't)

CDBG NON-PROFIT ORGANIZATIONS		
JURISDICTION/APPLICANT	PROGRAM/PROJECT	ALLOCATION
Catholic Community Services	Community Outreach Program for the Deaf (fence, HVAC, ADA flooring)	\$ 35,000
Chicanos Por La Causa	Nahui Ollin Wellness Program	\$ 10,000
Community Food Bank	Roof Replacement - Punch Woods	\$ 75,000
Community Home Repair Projects of Arizona	Owner-occupied Emergency Home Repair Program	\$ 125,000
DIRECT	Home Accessibility Program	\$ 55,000
Interfaith Community Services	Building Improvements (HVAC, roofing, flooring, parking)	\$ 40,000
Our Family Services	Bellevue Playground Project	\$ 15,000
Pima Prevention Partnership	Pima County Teen Court	\$ 10,000
Portable Practical Education Preparation (PPEP)	PPEP Help Your Neighbor Program (Community Cleanups)	\$ 50,000
Primavera Foundation, Inc.	Greyhound Emergency Family Shelter (Kitchens, Entry Doors, Outdoor improvements)	\$ 35,000
Southern Arizona Association for the Visually Impaired (SAAVI)	Automatic Sliding Accessible Door Replacement	\$ 10,494
Southern Arizona Legal Aid	Homeowner and Tenant Protection Program	\$ 25,000
Southwest Fair Housing Council	Fair Housing Education, Outreach, & Enforcement	\$ 35,000
	TOTAL	\$ 520,494
	GRAND TOTAL	\$ 2,498,848

Appendix 1 - CDBG / ESG Allocations (Con't)

EMERGENCY SOLUTIONS GRANT PROGRAM FUND ALLOCATIONS					
ESG Component	Agency	Program	Reprogramed Funds	Program	Total
SO	Old Pueblo Community Services	Street Outreach	\$ 0	\$ 15,000	\$ 15,000
ES	Emerge!	Comprehensive Services	\$ 0	\$ 17,500	\$ 17,500
ES	Our Family Services	Emergency Shelter	\$ 0	\$ 24,092	\$ 24,092
ES	PC Sullivan Jackson Employment	Emergency Solutions	\$ 0	\$ 10,000	\$ 10,000
ES	Primavera Foundation	Casa Paloma	\$ 0	\$ 10,000	\$ 10,000
ES	Primavera Foundation	Greyhound EFS	\$ 0	\$ 10,000	\$ 10,000
HP	CCS of Southern AZ, Pio Decimo	Three Points	\$ 15,000*	\$ 10,648	\$ 25,648
HP	Green Valley Assistance Services	MAP a Plan	\$ 0	\$ 15,000	\$ 15,000
HP	PC CSET	Emergency Services	\$ 0	\$ 27,758	\$ 27,758
RP	AZ Youth Partnership	Building Futures	\$ 30,000**	\$ 28,988	\$ 58,988
RP	CCS of Southern AZ, Pio Decimo	Three Points	\$ 15,000**	\$ 5,152	\$ 20,152
RP	Green Valley Assistance Services	MAP a Plan	\$ 0	\$ 15,000	\$ 15,000
Admin (7.5%)	CDNC	ESG Grant	\$ 0	\$ 15,335	\$ 15,335
TOTAL			\$ 60,000	\$ 204,473	\$ 264,473
Reprogramed ESG Funds Include: *FY12/13 -\$15,000; **FY13/14 -\$45,000					

FY14/15 ESG Summary by activity (does not include reprogramed funds)

Street Outreach /Emergency Shelter:	\$ 86,592
Homeless Prevention /Rapid Rehousing:	\$ 102,546
Admin @ 7.5%	\$ 15,335
TOTAL	\$ 204,473
Pima County Established 2010 ESG HHN	\$ 86,592

KEY: SO = Street Outreach, ES = Emergency Shelter, HP = Homeless Prevention, RP = Rapid Rehousing

Appendix 2- Emergency Services Funding Projected FY 2014-15

Emergency Rent/Mortgage/Utility Assistance	
Funding Source	Amount
OA	\$ 188,500
FEMA	\$ 137,362
SHP	\$ 269,280
HOPWA	\$ 298,263
CDBG	\$ 0
ESG	\$ 102,546
CSBG	\$ 703,867
ESN	\$ 1,439,759
Total Emergency Rent/ Mortgage/Utility Assistance	\$ 3,015,898

Other Housing Related Services	
Funding Source	Amount
OA	\$ 147,000
FEMA	\$ 0
SHP	\$ 268,088
HOPWA	\$ 63,992
CDBG	\$1,025,000
ESG	\$ 10,000
CSBG	\$ 0
ESN	\$ 0
Total Other Housing Related Services	\$1,514,080

Shelter/Transitional Housing	
Funding Source	Amount
OA	\$ 309,261
FEMA	\$ 42,715
SHP	\$ 0
HOPWA	\$ 0
CDBG	\$ 100,000
ESG	\$ 10,000
CSBG	\$ 0
ESN	\$ 0
Total Shelter/Transitional Housing	\$ 461,976

Food	
Funding Source	Amount
OA	\$ 623,715
FEMA	\$ 0
SHP	\$ 0
HOPWA	\$ 0
CDBG	\$ 0
ESG	\$ 0
CSBG	\$ 123,679
ESN	\$ 0
Total Food	\$ 747,394

Mass Shelter	
Funding Source	Amount
OA	\$ 0
FEMA	\$ 91,724
SHP	\$ 0
HOPWA	\$ 47,866
CDBG	\$ 0
ESG	\$ 61,592
CSBG	\$ 0
ESN	\$ 0
Total Mass Shelter	\$ 201,182

Mass Feeding	
Funding Source	Amount
OA	\$ 101,000
FEMA	\$ 59,620
SHP	\$ 0
HOPWA	\$ 0
CDBG	\$ 0
ESG	\$ 0
CSBG	\$ 0
ESN	\$ 0
Total Mass Feeding	\$ 160,620

Appendix 2- Emergency Services Funding Projected FY 2014-15 (Con't)

Transportation	
Funding Source	Amount
OA	\$ 49,200
FEMA	\$ 0
SHP	\$ 10,718
HOPWA	\$ 0
CDBG	\$ 0
ESG	\$ 0
CSBG	\$ 0
ESN	\$ 0
Total Transportation	\$ 59,918

Other Emergency Services	
Funding Source	Amount
OA	\$ 376,616
FEMA	\$ 0
SHP	\$ 0
HOPWA	\$ 0
CDBG	\$ 0
ESG	\$ 0
CSBG	\$ 0
ESN	\$ 0
Total Other Emergency Services	\$ 376,616

Youth Services	
Funding Source	Amount
OA	\$ 683,000
FEMA	\$ 0
SHP	\$ 0
HOPWA	\$ 0
CDBG	\$ 150,000
ESG	\$ 15,000
CSBG	\$ 0
ESN	\$ 0
Total Youth Services	\$ 848,000

Emergency Services Funding FY 13-14	
Category	Amount
Total Emergency Rent/ Mortgage/Utility Assistance	\$ 3,015,898
Total Shelter/Transitional Housing	\$ 461,976
Total Mass Shelter	\$ 201,182
Total Other Housing Related Services	\$ 1,514,080
Total Food	\$ 747,394
Total Mass Feeding	\$ 160,620
Total Transportation	\$ 59,918
Total Other Emergency Services	\$ 376,616
Total Youth Services	\$ 848,000
Combined Totals	\$ 7,385,684

Appendix 3- Written Standards for Provision of ESG Assistance

Pima County and the City of Tucson, in coordination with the CoC and the ESG Written Standards/Performance Standards Workgroup, are currently utilizing and revising elements of the HPRP written standards to develop ESG written standards for the provision of assistance. This collaborative process to complete the ESG written standards is ongoing; however, current Pima County departmental policies, procedures, and subrecipient contract terms and conditions will be utilized to assure complete compliance with ESG eligibility standards including 24 CFR 576.2 and 24 CFR 576.500(b),(c),(d), and (e). Detailed below are written standards for the provision of ESG assistance currently under development to address the following:

- a) Policies and procedures for evaluating individuals and families for eligibility assistance:
 - i. All ESG assisted households and individuals must meet the revised HUD definition of homelessness.
 - b) Policies and procedures for coordinating with community providers.
 - i. Active membership with the CoC will be required for all ESG subrecipients.
 - ii. Subrecipients will be contractually bound to demonstrate coordination with local community providers and mainstream resources.
 - c) Policies and procedures for determining and prioritizing which eligible families and individuals will receive rapid re-housing assistance:
 - i. Ability to provide verification documents to include:
 - a) Picture I.D.
 - b) Social Security Card
 - c) Birth Certificate
 - d) Proof of income
 - e) Bank Statement
 - f) Bills showing need
 - g) Proof of residency
 - h) Eviction Notice
 - ii. Program participants must participate in a case management plan that includes monthly meetings and goals for improving housing stability.
 - iii. Participant must enter into a legally binding, written lease with a landlord, preferably for a term of 1 year.
 - iv. Subrecipients providing Rapid Re-Housing must re-evaluate program participants at least once a year.
 - v. Program participants shall demonstrate ability to maintain their housing and household expenses after assistance.
 - d) Standards for determining the share of rent and utilities cost that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance:
 - i. Subrecipient case management will be responsible for determining the type and cost of housing stabilization needed in accordance with ESG guidelines.
 - ii. If participant has available income, it may be applied towards housing costs as determined evaluation of client need.
 - iii. The maximum number of times the program participant may receive assistance will be based on need, but may not exceed more than 24 months of assistance in a 3 year period.
 - iv. Short-term rental assistance is to be limited to a maximum of 3 months of rent.
 - v. Medium-term rental assistance shall extend for a minimum of 4 months but not more than 24 months of rent.
 - vi. Only as much assistance needed to become stabilized will be granted.
- e) Standards for determining length of rental assistance and how the amount will be adjusted over time.
 - i. Subrecipient will be responsible for determining amount and duration of housing stabilization needed in accordance with ESG guidelines.
 - ii. Subrecipient may require program participants to pay a portion of the rent expense based on available income.
 - iii. Subrecipient will be required to verify housing units adhere to both rent reasonableness, as defined as thirty percent (30%) of the household's monthly household income; and, criteria established under HUD's published Fair Market Rent (FMR) guidelines.
 - iv. Subrecipient may increase the household's contribution to the rent and utility cost as they acquire more financial independence and stability. An increase will be documented in the client's plan.
 - v. Any household income increase must be reported to the program participant within seven (7) days and the new rent contribution amount adjusted.
 - vi. Income shall be reassessed by the subrecipient every 3 months.
 - vii. Rental assistance paid cannot exceed the actual rental costs or include other subsidies.
 - f) Standards for determining type, amount and duration of housing stabilization to program participants:
 - i. Financial assistance costs to include: rental assistance, moving costs, rent application fees, security deposits, last month's rent, utility deposit, utility payments, mediation and legal services.
 - ii. The following costs will not be covered: mortgage costs, credit card bills or other consumer debt, pet care, entertainment activities, cash assistance directly to participants.
 - iii. Service costs to include: housing relocation and stabilization services, housing search and placement, housing stability case management, mediation services and credit repair, budgeting and money management education.



THE PUBLIC
COMMENT PERIOD
FOR THE ANNUAL
ACTION PLAN
TOOK PLACE
BETWEEN APRIL 4
AND MAY 3, 2014.

**NO COMMENTS
WERE RECEIVED**

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http://webcms.pima.gov/government/community_development_neighborhood_conservation/