2019 ACTION PLAN

As part of the City of Des Moines 2015-2019 Consolidated Plan
Executive Summary

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

1. Introduction

The City of Des Moines determines its federally funded projects and activities around its neighborhood revitalization program. The neighborhood revitalization strategy is a comprehensive approach to community development, especially through complementary projects that focus investment into specific neighborhoods or corridors.

Past target areas included the Drake Neighborhood, East Bank (Capitol East, Capitol Park, and Martin Luther King, Jr. Park neighborhoods), River Bend, SW 9th Street Corridor, and the Birdland area within Union Park Neighborhood. These are Des Moines’ oldest areas and surround Downtown.

In 2019, the City will taper current projects in these areas as staff determine if a new strategy for federal funds should be implemented. A new strategy will be outlined in the 2020-2024 Consolidated Plan. As determined in the 2015-2019 Consolidated Plan, the 2019 Action Plan reinforces the Consolidated Plan’s goals to address affordable housing, economic development, public service, and homelessness.

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.

Please see uploaded table.
3. Evaluation of past performance

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

The City’s past performance has mixed results. Under the goal of affordable housing, the five-year homeownership outcomes will be exceeded. Rental outcomes will not be met. As a result, the City has sent out a request for proposals to encourage more rental units. The demolition and code enforcement programs will operate as usual because they are consistent on outcomes.

The economic development program may experience administrative changes in the next year. They will operate as usual through the end of the 2015-2019 Consolidated Plan. Program revisions will appear in the 2020-2024 Consolidated Plan.
Public services, which are deployed under IMPACT Community Action Agency, will remain operating as usual. The SCRUB program that was operated under CDBG funds is now funded directly from the City’s general budget. As a result, its associated outcomes will not increase.

Finally, the homelessness strategy continues to strengthen. No new projects or activities have been determined. However, the Continuum of Care and homelessness agencies are working to increase unit and administrative capacity, which has been shown by the number of individuals assisted being much higher than initially expected.
### 2015-2019 Projected Goal Outcomes Based on Past Performance, 2018 Anticipated Results, and 2019 Outcomes

<table>
<thead>
<tr>
<th></th>
<th>Affordable Housing</th>
<th>Economic Development</th>
<th>Public Services</th>
<th>Homelessness Strategy</th>
</tr>
</thead>
<tbody>
<tr>
<td>↓</td>
<td>&lt; 100 Rental Units Constructed</td>
<td>↓</td>
<td>↓</td>
<td>↓</td>
</tr>
<tr>
<td>↓</td>
<td>&lt; 200 Rental Units Rehabilitated</td>
<td>↓</td>
<td>↓</td>
<td>↓</td>
</tr>
<tr>
<td>↑</td>
<td>&gt; 15 Homeowner Housing Added</td>
<td>↑</td>
<td>↑</td>
<td>&gt; 150 Households Assisted with TBRA or Rapid Rehousing</td>
</tr>
<tr>
<td>↑</td>
<td>&gt; 15 Homebuyers Assisted</td>
<td>↑</td>
<td>↑</td>
<td>&gt; 1,000 Homeless Individuals Assisted with Overnight Shelter</td>
</tr>
<tr>
<td>↑</td>
<td>&gt; 500 Homeowner Housing Rehabilitated</td>
<td>↓</td>
<td>↓</td>
<td>&lt; 35 Overnight, Emergency, or Transitional Beds Added</td>
</tr>
<tr>
<td>↑</td>
<td>&gt; 25 Buildings Demolished</td>
<td>↓</td>
<td>↓</td>
<td>↓</td>
</tr>
<tr>
<td>↑</td>
<td>&gt; 20,000 Properties Inspected for Land Use Issues</td>
<td>↓</td>
<td>↓</td>
<td>↓</td>
</tr>
</tbody>
</table>

#### Past Performance

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

Summary from citizen participation section of plan.
Citizen participation was requested during a public presentation at the Neighborhood Revitalization Board meeting, through public notice in the Des Moines Register, and a public hearing at the Des Moines City Council meeting. The dates of each were as follows:

- September 5, 2018: Neighborhood Revitalization Board presentation;
- September 29, 2018: Public notice published, copies of 2019 Action Plan made available; and
- November 5, 2018: Public hearing at City Council.

A copy of the City Council's public hearing, public notice, and City Council roll call is included as the citizen participation attachment.

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.

No public comments were received.

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

There have been no comments excluded; the City makes an effort to consider all public comments in the participation process.

7. **Summary**

In summary, the 2019 Action Plan will follow similar goals of the past four years. Within the designated programs and activities, there will be a strong focus to address slum and blight.
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.

<table>
<thead>
<tr>
<th>Agency Role</th>
<th>Name</th>
<th>Department/Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>CDBG Administrator</td>
<td>Community Development</td>
<td></td>
</tr>
<tr>
<td>HOME Administrator</td>
<td>Community Development</td>
<td></td>
</tr>
<tr>
<td>ESG Administrator</td>
<td>Community Development</td>
<td></td>
</tr>
</tbody>
</table>

*Table 1 – Responsible Agencies*

**Narrative (optional)**

The City of Des Moines is the lead agency in preparing the Consolidated Plan, Annual Action Plans, and subsequent Consolidated Annual Performance and Evaluation Reports (CAPERs). CDBG funds and HOME funds are administered by the City of Des Moines' Community Development Department. Funds are primarily disbursed through the Community Development divisions of Neighborhood Conservation Services, Neighborhood Development Division, and Neighborhood Inspections. ESG funds are channeled through the City’s Community Development Department to the Des Moines/Polk County Continuum of Care (CoC).

**Consolidated Plan Public Contact Information**

For questions or concerns regarding this plan, please contact:

Mr. Chris Johansen, Deputy Director of Community Development Dept.
AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Consultation and coordination are achieved by ongoing contact and communication with providers and subrecipients. Examples of consultation and coordination are interviews with subrecipients and developers and City staff participation on boards and committees that utilize federal funds.

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(l))

Interviews with staff from City departments and service agencies explore how programs are operating. The interviews encourage communication to align efforts, and the interviews indicate if changes need to be made to certain programs.

Staff and elected officials also serve on several boards or committees. By serving on boards or committees, staff and elected officials are educated how different organizations are working independently while moving toward similar goals such as alleviating affordable housing problems.

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 Des Moines/Polk County Continuum of Care (CoC) was consulted for this section of the Action Plan. Strategies the CoC has employed to address homelessness include creating a chronic homeless task force, hiring a housing navigator, utilizing a veteran’s crisis team, and starting a planning process for homeless youth.

The CoC has a goal to reduce those who are chronically homeless to a functional zero. The CoC coordinates a task force of dedicated case managers from more than 10 agencies to address chronic homeless persons. In September 2017, there were 47 chronic homeless identified, a 28 percent reduction from the previous year.

Hiring a housing navigator has helped to house families with children. The housing navigator develops relationships with landlords and can expedite a family’s search because she is integrated into the landlord network. The housing navigator also has experience with case management, and can help families living in temporary shelters access programs to move them into permanent housing.
The Veterans Crisis Response Team meets monthly to identify and house veterans. The work team utilizes a "by-name" list of all homeless veterans and provides the team with detailed information on length of time homeless and sheltered or unsheltered status. At each meeting, the team discusses each veteran on the list, reports on needed services, and progress to placement in permanent housing. Central Iowa VA staff enters client information and housing status directly into the HMIS network.

Finally, for persons at risk of homelessness, the centralized intake staff has increased their acuity in identifying homelessness risk factors. Staff is educated on trends and needs of at-risk clients and can refer clients to organizations such as Iowa Legal Aid or HOME, Inc., the City of Des Moines local Community Housing Development Organization (CHDO). 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.

**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**

There are two main committees, grant committee and performance measures committee, that report to the CoC board on ESG allocation and performance standards. The grant committee is composed of city staff and CoC board members. The committee meets monthly to discuss the ESG application or CoC grant funding. The committee requests proposals from local agencies with funding priorities based on HMIS data. Committee members meet with ESG-funded programs once a year to evaluate outcomes and activities.

The performance measures committee is a group comprised of service providers, CoC staff, HMIS staff and city staff that review homelessness metrics each month. Performance standards have been set with recommendations from HUD and Institute for Community Alliances (ICA).

HMIS operations are provided by ICA. ICA is a non-profit organization based in Des Moines that provides HMIS training and support for not only the Des Moines/Polk County Continuum of Care (CoC), but also for other CoCs in Iowa, Alaska, Minnesota, Missouri, Nebraska, Vermont, Wisconsin, and Wyoming. All providers receiving ESG and CoC grant funds are required to participate in the centralized intake system and HMIS reporting.
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>
<thead>
<tr>
<th>#</th>
<th>Agency/Group/Organization</th>
<th>Agency/Group/Organization Type</th>
<th>What section of the Plan was addressed by Consultation?</th>
<th>Briefly describe how the Agency/Group/Organization was consulted.</th>
<th>What are the anticipated outcomes of the consultation or areas for improved coordination?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Des Moines/Polk County Continuum of Care</td>
<td>CoC</td>
<td>Homelessness Strategy</td>
<td>Staff participate on CoC committees and attend CoC Board meetings</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Des Moines Municipal Housing Agency</td>
<td>PHA</td>
<td>Public Housing Needs</td>
<td>Staff read agency plan and interviewed public housing staff</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>POLK COUNTY HOUSING TRUST FUND</td>
<td>Housing</td>
<td>Housing Need Assessment</td>
<td>Staff regularly confers with PCHTF to share information and data</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Neighborhood Development Corporation</td>
<td>Housing</td>
<td>Housing Need Assessment</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Agency/Group/Organization</td>
<td>What section of the Plan was addressed by Consultation?</td>
<td>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>NEIGHBORHOOD FINANCE CORPORATION</td>
<td>Housing Need Assessment</td>
<td>Staff sits on the NDC board and committees. They attend monthly meetings.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>HOME INCORPORATED</td>
<td>Housing Need Assessment</td>
<td>Staff sits on the NFC board and committees. They attend monthly meetings.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Habitat for Humanity</td>
<td>Housing Need Assessment</td>
<td>Greater Des Moines Habitat for Humanity is regularly consulted through email, phone, and informal interviews to discuss affordable housing priorities.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Identify any Agency Types not consulted and provide rationale for not consulting

There were no agency types excluded from consultation.

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

<table>
<thead>
<tr>
<th>Name of Plan</th>
<th>Lead Organization</th>
<th>How do the goals of your Strategic Plan overlap with the goals of each plan?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continuum of Care</td>
<td>Des Moines/Polk Co. CoC</td>
<td>Addresses homelessness through support of rapid rehousing and supportive services.</td>
</tr>
<tr>
<td>Birdland Area Plan</td>
<td>MSA Professional Services</td>
<td>One goal of the plan is to &quot;support and revitalize existing neighborhood,&quot; which includes the objective to provide LMI residents with housing rehab funding. This connects directly to the strategic plan goal of affordable housing.</td>
</tr>
<tr>
<td>Capitol East Neighborhood Plan</td>
<td>City of Des Moines, Iowa State University</td>
<td>&quot;Improve the quality of housing&quot; was listed in the plan with references to low-income housing service providers.</td>
</tr>
<tr>
<td>Capitol Park Neighborhood Plan</td>
<td>City of Des Moines, Iowa State University</td>
<td>A couple of the priority areas for Capitol Park include housing and neighborhood appearance.</td>
</tr>
<tr>
<td>Drake Neighborhood Plan</td>
<td>City of Des Moines</td>
<td>The plan emphasizes improvement in housing, community relations, partnerships, and commercial areas/economic development.</td>
</tr>
<tr>
<td>MLK Jr Park Neighborhood Plan</td>
<td>City of Des Moines</td>
<td>A goal in the MLK Jr Park Neighborhood Plan is to improve the overall condition of existing housing.</td>
</tr>
<tr>
<td>River Bend Neighborhood Plan</td>
<td>City of Des Moines, Iowa State University</td>
<td>Similar to the other plans mentioned, this plan would like to create &quot;a stable, affordable, and historic neighborhood that contains well maintained housing stock.&quot;</td>
</tr>
</tbody>
</table>

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The annual action plan summarizes how local and regional planning efforts align to improve affordable neighborhood revitalization into one document. There are several plans mentioned in the 2015-2019 Consolidated Plan that have influenced program activities. They are:

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
Continuum of Care Plan led by Des Moines/Polk County Continuum of Care,
Sustainable Communities, which includes the Housing Tomorrow Plan, led by the Metropolitan Planning Organization,
Capital Crossroads led by the Community Foundation of Des Moines, and
Public Housing Authority 5-year Plan.

The four plans introduced in the 2015-2019 Consolidated Plan are still considered. The neighborhood plans mentioned in the following table are areas where planning implementation in 2019 will be targeted.
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 has adopted a citizen participation plan that encourages citizens to help in the development of the Consolidated Plan and Assessment of Fair Housing. Within the citizen participation plan, standard approaches to public input are outlined. These include anticipated public comment periods, public hearings, and publication of notices. The dates for public comment regarding the 2019 Action Plan are as follows:

- 9/5/2018 Neighborhood Revitalization Board (NRB) presentation of 2019 Action Plan
- 9/24/2018 City Council receives NRB and staff 2019 recommendations, sets public hearing
- 11/5/2018 Public hearing at City Council meeting regarding 2019 Action Plan
- 1/1/2019 – 12/31/2019 Program year to complete activities

The City of Des Moines also reaches out to the public by social media, surveys, and meetings. The City’s public information officer is running a #SpeakUpDSM campaign. This is a hashtag encouraging residents to give opinions into multiple processes including the City’s budgeting process. Community development staff solicits input from neighborhood associations with an annual survey about neighborhood revitalization efforts; the city manager’s office composes an annual resident survey as well. Although these methods are not motivated by consolidated planning requirements, the input can influence how city staff and elected officials focus federal dollars.
### Citizen Participation Outreach

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Mode of Outreach</th>
<th>Target of Outreach</th>
<th>Summary of response/attendance</th>
<th>Summary of comments received</th>
<th>Summary of comments not accepted and reasons</th>
<th>URL (If applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Public Meeting</td>
<td>Non-targeted/broad community</td>
<td>Neighborhood Revitalization Board Members and city staff were present.</td>
<td>No public comments were received.</td>
<td>N/A as no comments were received</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Internet Outreach</td>
<td>Non-targeted/broad community</td>
<td>No respondents</td>
<td>No comments received</td>
<td>N/A as no comments were received</td>
<td><a href="https://www.dsm.city/departments/community_development-division/neighborhood_conservation_services/federal_funds_and_the_consolidated_plan.php">https://www.dsm.city/departments/community_development-division/neighborhood_conservation_services/federal_funds_and_the_consolidated_plan.php</a></td>
</tr>
<tr>
<td>3</td>
<td>Newspaper Ad</td>
<td>Non-targeted/broad community</td>
<td>No respondents</td>
<td>No comments received</td>
<td>N/A as no comments were received</td>
<td></td>
</tr>
<tr>
<td>Sort Order</td>
<td>Mode of Outreach</td>
<td>Target of Outreach</td>
<td>Summary of response/attendance</td>
<td>Summary of comments received</td>
<td>Summary of comments not accepted and reasons</td>
<td>URL (If applicable)</td>
</tr>
<tr>
<td>------------</td>
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</tr>
<tr>
<td>4</td>
<td>Public Hearing</td>
<td>Non-targeted/broad community</td>
<td>General public attendance of approximately 20 people</td>
<td>No comments received</td>
<td>N/A as no comments were received</td>
<td></td>
</tr>
</tbody>
</table>

Table 4 – Citizen Participation Outreach
Expected Resources

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

Introduction

The City anticipates its federal resources will remain stable compared to past program years. The amounts are as follows:

- CDBG = $3,657,970
- HOME = $958,732
- ESG = $313,288.

Each funding source has a specific type of projects that are eligible. CDBG has the broadest range. The CDBG program assists in neighborhood revitalization through activities such as code enforcement of junk and debris, demolition of blighted housing, public service activities for low- and moderate-income people, and some housing support.

HOME funds are limited to housing projects only. These funds are most often disbursed to non-profit developers such as Habitat for Humanity or HOME, Inc., which is a CHDO, to construct or rehab housing, either owner-occupied or rental, for low- to moderate-income households.

Finally, ESG funds are reserved for homelessness. They are designed to assist people quickly regain stability in permanent housing after
experiencing a housing crisis or homelessness.

**Anticipated Resources**

<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
<th>Narrative Description</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Annual Allocation: $</td>
<td>Program Income: $</td>
<td>Prior Year Resources: $</td>
</tr>
<tr>
<td>CDBG</td>
<td>public - federal</td>
<td>Acquisition</td>
<td>3,657,970</td>
<td>150,000</td>
<td>200,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Admin and Planning</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Economic Development</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Housing</td>
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<td></td>
<td></td>
<td>Public Improvements</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Public Services</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Public Services</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOME</td>
<td>public - federal</td>
<td>Acquisition</td>
<td>958,732</td>
<td>50,000</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Homebuyer assistance</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Homeowner rehab</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Multifamily rental new construction</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>Multifamily rental rehab</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>New construction for ownership</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>TBRA</td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Annual Action Plan

2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
<table>
<thead>
<tr>
<th>Program</th>
<th>Source of Funds</th>
<th>Uses of Funds</th>
<th>Expected Amount Available Year 1</th>
<th>Expected Amount Available Remainder of ConPlan</th>
</tr>
</thead>
<tbody>
<tr>
<td>ESG</td>
<td>public - federal</td>
<td>Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing</td>
<td>313,288 0 0 313,288 0</td>
<td>$</td>
</tr>
</tbody>
</table>

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**

One group, the Neighborhood Finance Corporation (NFC), helps facilitate neighborhood revitalization by offering lending programs for home purchase or improvement in target neighborhoods. The Neighborhood Development Corporation (NDC) is a non-profit established to rehabilitate or redevelop properties in target Des Moines neighborhoods as well. Both organizations are funding and development vehicles to supplement the City of Des Moines’ neighborhood revitalization efforts in target, low-income areas.

Private developers produce new and rehabbed single-family and multi-family units with layered sources from HOME funds, cash contributions, sweat equity, and donated products or services—all sources that count as local match. Moreover, low-income applicants often receive homebuyer counseling services and below market interest rates to purchase single-family homes. Tax abatement is also available throughout the City for new construction.

Staff and neighborhood associations also utilize grant funding from other sources to inject more resources into projects. For example, $500,000
of a Project Reinvest grant from NeighborWorks has helped the East Bank target area demolish blighted structures, construct new homes, and install beautification features like public art.

Finally, funds are also leveraged by tax credit programs such as low-income housing, historic, and workforce housing tax credits. Administered by the Iowa Finance Authority (IFA), the low-income housing tax credit (LIHTC) program provides incentives to developers and project owners to invest in rental housing for fixed or limited income tenants. Developers and project owners often utilize HOME funds from the City of Des Moines in combination with the LIHTC program to help finance affordable rental development.

The State Historic Preservation and Cultural & Entertainment District (HPCED) Tax Credit Program provides a state income tax credit for the sensitive, substantial rehabilitation of historic buildings. It ensures character-defining features and spaces of buildings are retained and helps revitalize surrounding neighborhoods. The program provides an income tax credit of up to 25 percent of qualified rehabilitation expenditures. Historic tax credits are administered by the Iowa Department of Cultural Affairs.

The purpose of the workforce housing tax credit program is to assist the development of workforce housing in Iowa communities by providing incentives for housing projects that are targeted at middle-income households and that focus on the redevelopment or repurposing of existing structures. It is administered by the Iowa Economic Development Authority.

ESG match varies between service providers. Most agencies state a dollar-for-dollar match from different types of donations. Donor examples vary from individuals to large organizations such as United Way or Principal Financial.
If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The most frequent method the City uses to obtain land for its plan is through the tax certificate and sale process. The City often acquires residential properties from the Polk County Treasurer. Often, properties are transferred to developers to create more affordable housing.

Discussion

No additional discussion.
## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
</table>
| 1          | Affordable Housing          | 2015       | 2019     | Affordable Housing Homeless Non-Homeless Special Needs                    | Neighborhood Revitalization Program Low/Moderate Eligible Areas in Des Moines    | Affordable Housing. | CDBG: $3,407,970
HOME: $1,008,732 | Rental units constructed: 10
Household Housing Unit
Homeowner Housing Added: 5
Household Housing Unit
Homeowner Housing Rehabilitated: 40 Household Housing Unit
Buildings Demolished: 6 Buildings Housing Code Enforcement/Foreclosed Property Care: 4000 Household Housing Unit |
<p>| 2          | Economic Development        | 2015       | 2019     | Non-Housing Community Development                                         | Neighborhood Revitalization Program Low/Moderate Eligible Areas in Des Moines    | Neighborhood Stabilization Non-Housing Community Development                  | CDBG: $75,000 | Facade treatment/business building rehabilitation: 2 Business Jobs created/retained: 2 Jobs Businesses assisted: 2 Businesses Assisted |</p>
<table>
<thead>
<tr>
<th>Sort Order</th>
<th>Goal Name</th>
<th>Start Year</th>
<th>End Year</th>
<th>Category</th>
<th>Geographic Area</th>
<th>Needs Addressed</th>
<th>Funding</th>
<th>Goal Outcome Indicator</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>Public Services</td>
<td>2015</td>
<td>2019</td>
<td>Non-Housing Community Development</td>
<td>Neighborhood Revitalization Program Low/Moderate Eligible Areas in Des Moines</td>
<td>Neighborhood Stabilization Non-Housing Community Development</td>
<td>CDBG: $150,000</td>
<td>Public service activities for Low/Moderate Income Housing Benefit: 20000 Households Assisted</td>
</tr>
</tbody>
</table>

Table 6 – Goals Summary

Goal Descriptions
<table>
<thead>
<tr>
<th>1</th>
<th>Goal Name</th>
<th>Affordable Housing</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal Description</strong></td>
<td></td>
<td>There is a shortage of affordable housing in Des Moines. Of the estimated 88,816 housing units in the City, 27,619, or 31 percent, are a cost-burden to their residents. This means the homeowner or renter is paying in excess of 30 percent of their income toward housing costs. The majority, 55 percent, of cost-burdened residents are renters.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New construction is one solution to the lack of affordable housing. In 2019, developers plan to construct 15 new units. All units will house very low- or low-income households, and HOME funds will help to develop the units. Local non-profit housing providers, HOME, Inc. and Greater Des Moines Habitat for Humanity, intend to continue new single-family construction in the Birdland and East Bank neighborhoods.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>HOME, Inc. also plans to build one duplex to rent, creating two affordable rental units for low- or moderate-income households. The neighborhood conservation services division plans to request proposals for additional affordable housing units, which will most likely be rental.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Although 69 percent of residents do live in affordable housing, their housing may not be livable. Approximately 77 percent of the housing units in Des Moines were built before 1978, and 29 percent of those were constructed before 1939. With an older housing stock, residents are more likely to encounter environmental hazards, such as lead-based paint or asbestos, or may have large structural repairs, such as foundations or roofs.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>To address issues related to blight, the neighborhood inspection division of the community development department will perform approximately 4,000 inspections in 2019. Responsibilities include the oversight of condemned buildings and junk and debris abatement. The inspection division in conjunction with the engineering department will complete 6 demolition projects funded by CDBG.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2</th>
<th>Goal Name</th>
<th>Economic Development</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goal Description</strong></td>
<td></td>
<td>The City of Des Moines office of economic development utilizes CDBG funding for its neighborhood commercial revitalization program. The City provides assistance in the redevelopment of blighted or physically distressed commercial buildings to promote reinvestment and revitalization. Funding is usually applied to façade improvement. The office of economic development offers a 1:1 matching grant up to $15,000 for improvements to the exterior of a commercial building.</td>
</tr>
<tr>
<td></td>
<td>Goal Name</td>
<td>Goal Description</td>
</tr>
<tr>
<td>---</td>
<td>------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>3</td>
<td>Public Services</td>
<td>The activity under public services is support for IMPACT Community Action Agency. IMPACT Community Action Agency is one of 18 community action agencies in Iowa. It focuses local, state, and national resources to address poverty and help low-income people become more self-sufficient through a range of supportive services.</td>
</tr>
<tr>
<td>4</td>
<td>Homelessness Strategy</td>
<td>The local homeless strategy is to continue the Housing First model and fund programs that provide emergency shelter assistance, rapid rehousing assistance, and permanent supportive housing.</td>
</tr>
</tbody>
</table>
Projects

AP-35 Projects – 91.220(d)

Introduction

Below are the City of Des Moines federally funded projects. Project numbers 1 through 8 are funded with CDBG; 9 and 10 are funded with HOME; and project number 11 is for all ESG activities.

Projects

<table>
<thead>
<tr>
<th>#</th>
<th>Project Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>CDBG Administration</td>
</tr>
<tr>
<td>2</td>
<td>Housing Opportunities</td>
</tr>
<tr>
<td>3</td>
<td>Neighborhood Revitalization Plan Implementation</td>
</tr>
<tr>
<td>4</td>
<td>Neighborhood-Based Service Delivery, Code Enforcement</td>
</tr>
<tr>
<td>5</td>
<td>Demolition</td>
</tr>
<tr>
<td>6</td>
<td>Neighborhood Revitalization Commercial Loan Fund</td>
</tr>
<tr>
<td>7</td>
<td>IMPACT Community Action Partnership</td>
</tr>
<tr>
<td>8</td>
<td>Central Iowa Shelter &amp; Services</td>
</tr>
<tr>
<td>9</td>
<td>HOME Activities</td>
</tr>
<tr>
<td>10</td>
<td>CHDO Activities</td>
</tr>
<tr>
<td>11</td>
<td>ESG Activities</td>
</tr>
</tbody>
</table>

Table 7 - Project Information

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

Most of the allocation priorities are dedicated to neighborhood revitalization. Neighborhood revitalization uses a multi-pronged approach that involves addressing junk, debris, and dilapidated structures that contribute to slum and blight. In addition to removing blight problems, funding priorities direct dollars to add or rehab housing, support social services, and perform special projects in distressed, low- and moderate-income neighborhoods. All of the projects listed are intended to complement one in another in the enhancement of Des Moines’ target neighborhoods of Drake, East Bank (Capitol East, Capitol Park, and Martin Luther King, Jr. Park neighborhoods), River Bend, SW 9th Street Corridor, and the Birdland area within Union Park.
AP-38 Project Summary

Project Summary Information
<table>
<thead>
<tr>
<th>Project Name</th>
<th>CDBG Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Neighborhood Revitalization Program</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Affordable Housing, Economic Development, Public Services, Homelessness Strategy</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Homelessness, Affordable Housing, Neighborhood Stabilization, Non-Housing Community Development</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $458,830</td>
</tr>
<tr>
<td>Description</td>
<td>This funding is for CDBG administrative activities not covered by program activity costs.</td>
</tr>
<tr>
<td>Target Date</td>
<td>12/31/2019</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>The number and type of families that will benefit by administrative funds will be counted under other projects and activities.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Community Development Department, 602 Robert D. Ray Drive, Des Moines, IA 50309</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>The planned activity is general administration by the community development staff of all CDBG-funded programs.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Housing Opportunities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Area</td>
<td>Neighborhood Revitalization Program, Low/Moderate Eligible Areas in Des Moines</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Affordable Housing</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Affordable Housing.</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $633,816</td>
</tr>
</tbody>
</table>
**Description**  
The neighborhood conservation division complements other neighborhood revitalization with its in-house Emergency Repair Loans (ERLs). The City offers financial assistance in the form of a deferred payment loan to low- or moderate-income homeowners, especially homeowners in distressed or target neighborhoods under the City's neighborhood revitalization strategy. The ERL program allows homeowners to apply for up to $4,999 for vital exterior repairs such as roof replacement, sewer line replacement, or foundation repair. The City has inspectors within its neighborhood conservation services division that perform property inspections for local CDFI, the Neighborhood Finance Corporation (NFC). After the City utilizes CDBG funds for inspection services, the Neighborhood Finance Corporation then funds rehab construction with their loan and grant products. On average, 140 inspections are completed each year and leveraged by $2.1 million in rehab funds from the NFC.

<table>
<thead>
<tr>
<th>Target Date</th>
<th>12/31/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>The proposed activities will assist 160 families. Thirty-five families will be very low-income (below 30 percent AMI), 50 families will be low-income (below 50 percent AMI), and 75 families will be moderate income (80 percent and below).</td>
</tr>
<tr>
<td><strong>Location Description</strong></td>
<td>The addresses are currently unknown because the activities are based on resident applications. Although homeowners throughout the City are eligible if they meet program criteria, including appropriate income levels, marketing efforts will be targeted to Neighborhood Revitalization Areas such as Capitol Park or Capitol East.</td>
</tr>
</tbody>
</table>
| **Planned Activities** | There are two activities under the owner-occupied housing rehabilitation project. They include property inspections leveraged by the local CDFI and emergency repair loans. Anticipated number of activities include:  
- 20 owner-occupied housing rehabs, and  
- 20 inspections for NFC owner-occupied housing rehabs. |

<table>
<thead>
<tr>
<th>3</th>
<th>Project Name</th>
<th>Neighborhood Revitalization Plan Implementation</th>
</tr>
</thead>
</table>
| **Target Area** | Neighborhood Revitalization Program  
Low/Moderate Eligible Areas in Des Moines |
| **Goals Supported** | Affordable Housing |
| **Needs Addressed** | Affordable Housing.  
Neighborhood Stabilization |
### Funding

<table>
<thead>
<tr>
<th>Description</th>
<th>Neighborhood revitalization implementation refers to miscellaneous projects, especially acquisition and demolition, which occur in the City of Des Moines' target areas. Often the projects utilizing CDBG funds under neighborhood revitalization implementation contribute to efforts outlined in approved neighborhood, streetscape, or land use plans. Examples previously mentioned in the action plan include acquisition of historic buildings along the 6th Avenue corridor, demolition of structures along the SW 9th corridor, and multiple improvements to the East Bank neighborhood activities that have complemented other efforts in areas that have become tired due to several years of disinvestment.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target Date</td>
<td>The number of families expected to benefit are unknown. The activities within this project range in use, and are often part of a larger plan to improve a neighborhood or corridor.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Target areas include Drake, the East Bank neighborhoods, River Bend, and the SW 9th corridor.</td>
</tr>
<tr>
<td>Planned Activities</td>
<td>Activities will be broken out into acquisition and demolition. Funding may also be directed to special projects or activities, such as infrastructure improvements, in the target areas of Drake, East Bank, River Bend, or the SW 9th Street Corridor.</td>
</tr>
<tr>
<td>4</td>
<td>Neighborhood-Based Service Delivery, Code Enforcement</td>
</tr>
<tr>
<td>Target Area</td>
<td>Neighborhood Revitalization Program Low/Moderate Eligible Areas in Des Moines</td>
</tr>
<tr>
<td>Goals Supported</td>
<td>Affordable Housing</td>
</tr>
<tr>
<td>Needs Addressed</td>
<td>Affordable Housing. Neighborhood Stabilization</td>
</tr>
<tr>
<td>Funding</td>
<td>CDBG: $1,616,184</td>
</tr>
<tr>
<td>Description</td>
<td>The Neighborhood-based Service Delivery Program is a community outreach effort managed by the Des Moines police department where a coalition of city departments focuses their work in target, especially distressed, neighborhoods. Representatives from code enforcement, public works, parks and recreation, and the police department are assigned to one of the neighborhoods as main points of contact. This strategy is intended to build trust between residents and their respective officers, which in turn should help better reporting and enforcement. The community development department contributes to the program by means of code enforcement officers who address land use issues. CDBG funds code enforcement officers as one facet of the program. The community development department contributes approximately $1.6 million in CDBG to the program. Other program funds come from the police department (approximately $1.3 million) and the public works department ($375,000).</td>
</tr>
<tr>
<td>---</td>
<td>---</td>
</tr>
<tr>
<td>Target Date</td>
<td>12/31/2019</td>
</tr>
<tr>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Approximately 4,000 properties will be inspected. The inspections will occur in low- to moderate-income areas where 51 percent or more residents earn 80 percent or less of the median income. Because the inspections are intended to clean up junk and debris negatively affecting distressed neighborhoods, the exact number of families benefitting cannot be counted, but it is assumed much higher than the 4,000 properties inspected.</td>
</tr>
<tr>
<td>Location Description</td>
<td>The exact addresses are unknown as the inspections occur as reported by neighbors or other residents. The inspections funded by CDBG will be in low- to moderate-income areas as mentioned previously. Approximately 25 of Des Moines’ 51 neighborhoods will be served by this program through CDBG funding.</td>
</tr>
</tbody>
</table>
### Planned Activities

Planned activities include:

- 4,000 junk and debris inspections and notices;
- 1,500 re-inspections for owners who did not respond to first notice;
- 250 clean ups of properties that do not address any debris notices; and
- 150 vehicle impounds.

Although most inspections are instigated by neighborhood complaints, the NBSD code enforcement team also performs blitz inspections in coordination with large events. For example, several weeks before public works holds a SCRUB event or Habitat for Humanity hosts a Rock The Block, inspectors will give soft notices to the area with information about SCRUB or Rock The Block so that neighborhoods get a large, comprehensive cleanup effort from multiple programs.

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Demolition</th>
</tr>
</thead>
</table>
| Target Area  | Neighborhood Revitalization Program  
Low/Moderate Eligible Areas in Des Moines |
| Goals Supported | Affordable Housing |
| Needs Addressed | Affordable Housing, Neighborhood Stabilization |
| Funding | CDBG: $350,000 |
| Description | Demolition of public nuisances and blighted structures is administered by the City's engineering department with influence from the neighborhood inspections and neighborhood development divisions in community development. Each year, the neighborhood inspections division submits a list of public nuisances to the other divisions in community development to prioritize buildings that should be demolished. Due to the City's aging housing stock, there are often many more that need to be demolished than can be addressed. CDBG funding for demolition is often leveraged by non-profit developers who produce more housing units to replace dilapidated houses with new, energy-efficient single-family homes. Most demolition activities cost between $22,000 and $50,000 depending on environmental hazard abatement such as lead-based paint or asbestos. The cost to build new homes on these infill sites is approximately $200,000 for developers. |
| Target Date | 12/31/2019 |
### Estimate the number and type of families that will benefit from the proposed activities

There are two levels at which families benefit from the demolition program. First, at a large-scale community level. The buildings that are demolished are typically public nuisances, which bring down property values and negatively affect neighbors. By demolishing a crumbling structure in a neighborhood, thousands of surrounding families benefit. On a smaller scale, families who purchase newly constructed homes that replace the public nuisances also benefit. Six homes are expected to be demolished, and six families will benefit by the homes built in place. All those families will be moderate-income or below.

### Location Description

Demolition efforts will be focused in Neighborhood Revitalization areas including Drake, the East Bank neighborhoods, River Bend, and SW 9th Street Corridor.

### Planned Activities

The planned activities are to demolish 6 public nuisance structures.

<table>
<thead>
<tr>
<th>6</th>
<th>Project Name</th>
<th>Neighborhood Revitalization Commercial Loan Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Target Area</td>
<td>Neighborhood Revitalization Program</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Low/Moderate Eligible Areas in Des Moines</td>
</tr>
<tr>
<td></td>
<td>Goals Supported</td>
<td>Economic Development</td>
</tr>
<tr>
<td></td>
<td>Needs Addressed</td>
<td>Non-Housing Community Development</td>
</tr>
<tr>
<td></td>
<td>Funding</td>
<td>CDBG: $75,000</td>
</tr>
<tr>
<td></td>
<td>Description</td>
<td>The Neighborhood Revitalization Commercial Loan Fund is a program designed to promote economic development in neighborhoods targeted for reinvestment. Primarily, funds are either loaned or granted, depending on the applicant's eligibility, for facade improvements and rehabilitation to distressed commercial properties.</td>
</tr>
<tr>
<td></td>
<td>Target Date</td>
<td>12/31/2019</td>
</tr>
<tr>
<td></td>
<td>Estimate the number and type of families that will benefit from the proposed activities</td>
<td>Because the activity is supposed to create two new low- or moderate-income jobs, this activity should benefit two families.</td>
</tr>
<tr>
<td></td>
<td>Location Description</td>
<td>Sites are based on applicant; there is currently no known applicant. The program is reserved for sites within low- to moderate-income census tracts or target neighborhood revitalization areas.</td>
</tr>
<tr>
<td></td>
<td>Planned Activities</td>
<td>The planned activities are the same as the project description. Activities will be listed by business or address assisted.</td>
</tr>
<tr>
<td></td>
<td>Project Name</td>
<td>IMPACT Community Action Partnership</td>
</tr>
</tbody>
</table>
| 7 | **Target Area** | Neighborhood Revitalization Program  
Low/Moderate Eligible Areas in Des Moines |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Public Services</td>
<td></td>
</tr>
</tbody>
</table>
| **Needs Addressed** | Neighborhood Stabilization  
Non-Housing Community Development |
| **Funding** | CDBG: $150,000 |
| **Description** | IMPACT Community Action is a non-profit organization that works to eliminate poverty through empowering vulnerable populations, building collaborations, and advocating for social change. Staff assists low-income clients in accessing available services to make better use of their fixed income. Examples of services include housing subsidies, weatherization assistance, budget counseling, and food pantry assistance. IMPACT also provides emergency utility assistance to help clients maintain utilities as well as remain in their homes. The agency's comprehensive approach complements community wide efforts to meet needs not addressed by other human service providers in the City of Des Moines. IMPACT serves as an important safety net program by assisting families to meet their basic needs and thus allowing a sustainable focus on other developmental opportunities in their rise out of poverty. CDBG is utilized to maintain access to these vital services. The City will contribute $150,000, and other funding resources are estimated at $9.4 million. |
| **Target Date** | 12/31/2019 |
| **Estimate the number and type of families that will benefit from the proposed activities** | There will be 20,000 low- and moderate-income people who will benefit. |
| **Location Description** | The services will take place at the IMPACT office, 3226 University Avenue, Des Moines, IA 50311. |
| **Planned Activities** | CDBG will fund IMPACT’s staff time and operations support. Through that support, counselors and case managers will be able to assist 20,000 low- and moderate-income residents with energy, food, and resource assistance. |

<table>
<thead>
<tr>
<th>8</th>
<th><strong>Project Name</strong></th>
<th>Central Iowa Shelter &amp; Services</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Low/Moderate Eligible Areas in Des Moines</td>
<td></td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Homelessness Strategy</td>
<td></td>
</tr>
</tbody>
</table>
### Needs Addressed
- **Homelessness**

### Funding
- CDBG: $375,000

### Description
Central Iowa Shelter & Servicesâ‡— (CISS) mission is to provide low-barrier shelter, meals and support services at no cost to adults experiencing homelessness and to facilitate their move toward self-sufficiency. CISS is the largest emergency homeless shelter in the state of Iowa. Focused on serving central Iowa, it also serves clients from the entire state and from across the nation. CISS is committed to helping clients find permanent housing as quickly as possible, as well as teaching them the skills needed to help them stay self-sufficient when they move.

### Target Date
12/31/2019

### Estimate the number and type of families that will benefit from the proposed activities
Each year it serves over 2,000 very low-income individuals that are experiencing homelessness, providing them with a safe place to sleep, warm meals, and a variety of services.

### Location Description
The services will take place at CISS, 1420 Mulberry Street, Des Moines, IA 50309.

### Planned Activities
CDBG will fund CISS’s operations.

### Project Name
HOME Activities

### Target Area
- Neighborhood Revitalization Program
- Low/Moderate Eligible Areas in Des Moines

### Goals Supported
- Affordable Housing

### Needs Addressed
- Affordable Housing

### Funding
- HOME: $758,732

### Description
The City reserves its HOME funds for niche rental projects, to supplement funding for low-income housing tax credit projects, down payment assistance to eligible homebuyers, and construction funding to non-profit developers.

### Target Date
12/31/2019

### Estimate the number and type of families that will benefit from the proposed activities
There will be 15 low- and moderate-income families who benefit.
<table>
<thead>
<tr>
<th><strong>Location Description</strong></th>
<th>Housing efforts will be focused in Neighborhood Revitalization areas including Drake, the East Bank neighborhoods, River Bend, and Birdland.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Planned Activities</strong></td>
<td>Planned activities include:</td>
</tr>
<tr>
<td></td>
<td>• Constructing 10 HOME rental units;</td>
</tr>
<tr>
<td></td>
<td>• Completing 5 homebuyer units with gap-financing for construction; and</td>
</tr>
<tr>
<td></td>
<td>• Assisting 5 homebuyers to purchase above-mentioned units.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Project Name</strong></th>
<th>CHDO Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Target Area</strong></td>
<td>Neighborhood Revitalization Program</td>
</tr>
<tr>
<td></td>
<td>Low/Moderate Eligible Areas in Des Moines</td>
</tr>
<tr>
<td><strong>Goals Supported</strong></td>
<td>Affordable Housing</td>
</tr>
<tr>
<td><strong>Needs Addressed</strong></td>
<td>Affordable Housing.</td>
</tr>
<tr>
<td><strong>Funding</strong></td>
<td>HOME: $250,000</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>The local CHDO is the organization Home Opportunities Made Easy, Inc. (HOME, Inc.). It was founded in 1967 through the efforts of citizens concerned about the lack of decent, affordable housing. It is the oldest private, non-profit housing organization in Des Moines. Its mission is to create opportunities for quality, affordable housing. To accomplish the mission, HOME, Inc. develops affordable housing, and provides both rental and home ownership counseling and education. The City of Des Moines contributes the required 15 percent of HOME funds to the CHDO. Often, the City exceeds this requirement due to the long history of quality work HOME, Inc. has provided. In 2019, HOME, Inc. is expected to use some CHDO funding for two single-family homes and one duplex, which will yield 2 rental units. In cases where the single-family homebuyers have financing issues, a lease-purchase option may be explored. Five percent of the CHDO funds will be reserved for operating. The City will allocate $35,000 for HOME, Inc.'s operations.</td>
</tr>
<tr>
<td><strong>Target Date</strong></td>
<td>12/31/2019</td>
</tr>
<tr>
<td><strong>Estimate the number and type of families that will benefit from the proposed activities</strong></td>
<td>Four low- and moderate-income families will benefit.</td>
</tr>
<tr>
<td>Location Description</td>
<td>Housing efforts will be focused in Neighborhood Revitalization areas including the East Bank neighborhoods and Birdland. The addresses include 1321 and 1325 Fremont Street, 210 Watson Avenue, and 215 Watson Avenue.</td>
</tr>
<tr>
<td>----------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Planned Activities   | Planned activities include:  
  - Construction of 2 rental units (1 duplex),  
  - Completing 2 single-family homes with gap-financing for construction, and  
  - Assisting 2 homebuyers to purchase CHDO units. |

<table>
<thead>
<tr>
<th>11 Project Name</th>
<th>ESG Activities</th>
</tr>
</thead>
</table>
| Target Area           | Neighborhood Revitalization Program  
  Low/Moderate Eligible Areas in Des Moines |
| Goals Supported       | Homelessness Strategy |
| Needs Addressed       | Homelessness |
| Funding               | ESG: $313,288 |
| Description           | ESG funds are allocated to the City of Des Moines, and the City then distributes those funds to the Des Moines/Polk County Continuum of Care (CoC). The CoC then determines which programs will receive ESG funding based on its grant committee's recommendations. |
| Target Date           | 12/31/2019 |
| Estimate the number and type of families that will benefit from the proposed activities | 2,000 very low-income individuals or families will benefit. |
| Location Description  | Addresses are scattered. |
| Planned Activities    | ESG will fund several activities. One is HMIS, which will be administered by the Institute for Community Alliances. Centralized intake will be funded, and the intake system will be administered by Primary Health Care. Finally, the City will use 7.5 percent of its allocation for administration. A local competitive grant process will determine which providers will receive ESG funds in 2019 and 2020. |
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

Federal funding will be focused in neighborhood revitalization areas and low- to moderate-income areas. The neighborhood revitalization areas include Drake, East Bank (Capitol East, Capitol Park, and MLK, Jr. Park neighborhoods), River Bend, SW 9th Street Corridor, and Birdland, which is within Union Park neighborhood.

Approximately 52 percent of the Des Moines population is low- or moderate-income. Consequently, most neighborhoods in Des Moines have low-income census tracts within them that would be eligible for federal funds. It is difficult to define how much assistance will be classified in the neighborhood revitalization program versus the low- to moderate-income eligible areas due to the overlap. More than 70 percent of the projects will assist low-income areas or households, and those areas generally have a higher minority population compared to Des Moines proper.

Geographic Distribution

<table>
<thead>
<tr>
<th>Target Area</th>
<th>Percentage of Funds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Neighborhood Revitalization Program</td>
<td>50</td>
</tr>
<tr>
<td>Low/Moderate Eligible Areas in Des Moines</td>
<td>50</td>
</tr>
</tbody>
</table>

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Implementation efforts have been focused in Drake, the East Bank neighborhoods, River Bend, SW 9th Corridor, and the Birdland area of Union Park for several years. See Appendix 1 for geographic reference. They are areas that have a higher concentration of low-income and minority populations compared to the outer edges of the City. Additionally, they are the oldest areas of Des Moines, which shows in the deterioration of buildings and infrastructure.

Discussion

No additional discussion.
Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City recognizes that many residents have excessive housing costs, especially low- and moderate-income households that disproportionately experience housing cost burden. Below are the goals of households to be supported.

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households to be Supported</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homeless</td>
</tr>
<tr>
<td>Non-Homeless</td>
</tr>
<tr>
<td>Special-Needs</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>One Year Goals for the Number of Households Supported Through</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rental Assistance</td>
</tr>
<tr>
<td>The Production of New Units</td>
</tr>
<tr>
<td>Rehab of Existing Units</td>
</tr>
<tr>
<td>Acquisition of Existing Units</td>
</tr>
<tr>
<td>Total</td>
</tr>
</tbody>
</table>

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

Discussion

Above are the CDBG- and HOME-funded units to be created in 2019. Ten units will be rental, and five units will be single-family. With CDBG, the City expects there to be approximately 40 owner-occupied rehabs--20 from the Emergency Repair Loan (ERL) program and 20 in the City’s rehab partnership with the Neighborhood Finance Corporation (NFC).
AP-60 Public Housing – 91.220(h)

Introduction

The Des Moines Municipal Housing Authority (further referred to as DMMHA) serves as the City of Des Moines’ public housing authority. As such, it is responsible for the distribution of housing vouchers, oversight of public housing units, and provision of supportive services. The following is information pulled from the DMMHA Annual Plan for 2019.

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

The main barrier that renters encounter in Des Moines and Polk County is the availability of affordable rental units. Regardless of age, race, ethnicity or disability, 34,425 renters in the jurisdiction have incomes of less than 80 percent of the area median income (AMI). Of those, 12,900 have incomes of less than 30 percent of AMI. There is a high demand for affordable housing units, and opportunities to apply are limited. Once a household completes an application, the average wait time for Section 8 assistance or the public housing program is two years. To address the high demand, the DMMHA has created a strategy that includes five goals:

1. Manage DMMHA’s programs in an efficient and effective manner;
2. Development of affordable housing;
3. Increase assisted housing choices;
4. Promote self-sufficiency; and
5. Serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.

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

The DMMHA helps tenants become more self-sufficient. Since 1992, it has sold single-family homes owned by the agency to income eligible buyers under the 5(h) Homeownership Program. On September 21, 2015, DMMHA received HUD approval to remove the remaining fourteen unsold units from the 5(h) program designation. Although the 5(h) Homeownership Program is now complete, DMMHA will continue to do quarterly and annual updates with the 5(h) home purchasers for seven years from the date of home purchase to assist with successful homeownership outcomes.

Another homeownership initiative is being executed through vouchers. The agency received HUD approval to implement a Section 8 housing choice voucher homeownership program. Contingent on sufficient HUD funding, the DMMHA will allow up to twenty (20) homeownership vouchers to be utilized. The homeownership voucher program is limited to family self-sufficiency participants, elderly,
or disabled.

The DMMHA is also considering a HUD Section 32 homeownership plan to increase the ability for low-income qualified families to become homeowners. Should it be determined that the agency wants to pursue creation of a Section 32 homeownership program, a formal program request will be submitted to HUD for approval.

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

The DMMHA works diligently to assist those in need of affordable rental and transition eligible tenants into homeownership, which is one reason why HUD has designated it a high performer. It has received the high performer designation for the past 15 years for the Section 8 housing choice voucher program.

**Discussion**

No additional discussion.
AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Des Moines has adopted a Housing First or rapid rehousing approach to homelessness. ESG funds are allocated to homelessness service providers through the Des Moines/Polk County Continuum of Care (CoC). In addition, the City will allocate $175,000 of CDBG funds to Central Iowa Shelter & Services (CISS).

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

In 2019, the CoC would like to increase successful exits from street outreach, emergency shelter, transitional housing, and rapid rehousing by 5 percent with a stretch goal of 10 percent. This will be done by enhancing staff education and enhancing relationships with homeless individuals or households.

One example of relationship building is the Veterans Crisis Response Team. It meets monthly to identify and house veterans. The work team utilizes a "by-name" list of all homeless veterans and provides the team with detailed information on length of time homeless and sheltered or unsheltered status.

The centralized intake system is another outreach activity that will continue in 2019. The centralized intake system gives housing and social service agencies access to relevant client health information. The centralized intake system allows better tracking of people, which allows service providers to recognize patterns and intervene when necessary.

Addressing the emergency shelter and transitional housing needs of homeless persons

The Housing First model adopted by the City has directed toward permanent housing. To be eligible for emergency shelter assistance, and individual or family must be homeless or at imminent risk of being homeless. See Appendix 2 for more details on ESG assistance policies. In 2019, the City and CoC would like to reduce the length of stay in emergency shelter by 10 percent. The ultimate vision is to eliminate homelessness in Des Moines altogether. The City has also allocated $175,000 of CDBG funds in addition to ESG funds to CISS as part of its commitment to address emergency shelter and transitional housing.

Helping homeless persons (especially chronically homeless individuals and families, families

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
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.

HUD defines chronic homelessness are a person who either been continuously homeless for a year or more or a person who has had at least four episodes of homelessness in the last three years. One way to lower chronic homelessness is to recognize and address mental illness and substance abuse. High rates of mental illness and substance abuse are main contributing factors when evaluating chronic homelessness. With the centralized intake system managed by Primary Health Care, clients are referred to an agency specialized in the appropriate care. Providers are allowed access to a more complete client background, including necessary health information, which can help the providers identify behavioral patterns. Being well informed by more consistent client tracking allows providers to serve clients better, which may lead to a reduction in chronic homelessness associated with irregularly treated mental illness or substance abuse.

Another method to help homeless clients into a more permanent residence is to offer permanent supportive housing. Permanent supportive housing programs most frequently target veterans, disabled, and youth.

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.

One focus in 2019 will be on an employment strategy for low-income individuals or families at-risk of becoming homeless. In recent surveys, service providers found that unemployment and income are the most frequently self-reported reasons for homelessness. More than 1/3 or respondents reported this as the reason for homelessness.

It is important to note that although unemployment and income are most self-reported as the biggest cause for homelessness, providers are not ignoring that other factors, such as mental illness or addiction, also contribute to why someone is unemployed and/or homeless.

Another step the City has taken is continuing a strong emphasis on affordable housing. Affordable housing gives stability to an individual or family. To a household that may experience instability due to health, income, or food, having stable, affordable housing alleviates one stressor so that the family can
focus on improving other areas in their lives.

**Discussion**

No additional discussion.
AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

In 2012, the City of Des Moines, City of West Des Moines, and the Des Moines Area Metropolitan Planning Organization (MPO) contracted the Department of Community and Regional Planning at Iowa State University to evaluate fair housing impediments in the Greater Des Moines Area. Together, the local governments and Iowa State University created the Greater Des Moines Regional Analysis of Impediments to Fair Housing Choice. In the Regional Analysis of Fair Housing Impediments, there were several factors listed as negatively effecting access to affordable housing. Below is a summary of impediments and how public policy addresses them.

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

First, the clearest impediment was a lack of affordable housing units. To address the lack of affordable housing, the City has incentives, such as tax abatement or federal funding assistance, to encourage the development of more affordable housing units. The approach is to encourage affordable housing near job centers, while also being cognizant in deconcentrating areas of high poverty, which also tend to be areas where there is a high concentration of minorities. Additionally, the City has requested proposals for niche rental projects such as multi-family units directed to seniors or the disabled.

Another major impediment is transportation. Des Moines, like many Midwest cities, has been designed to be convenient for a single-passenger vehicle. Although many travelers can travel quickly across the region, this transportation system is a hindrance to those who do not own a car. The Des Moines Metropolitan Planning Organization, which is the regional transportation authority, is working on a comprehensive transportation plan that will increase options and expand hours that lines run, and consequently, be more socially equitable.

The City of Des Moines is updating its zoning code to a hybrid of traditional and form-based code. Some planners suggest that traditional zoning uses streets as dividing lines, which chops up communities and adds to social divisions. By changing to form-based codes, the hope is it will streamline the permit process, which can speed up housing production. Because form-based codes focus on community character rather than land use, the code may allow a larger range of housing choices available rather than traditional policies. Finally, form-based code helps create a sense of place, which increases social engagement and improves the quality of life for all residents. The new zoning code
should be adopted in by fall 2019.

Discussion:

No additional discussion.
AP-85 Other Actions – 91.220(k)

Introduction:

This section highlights other actions that have been or will be taken in neighborhood revitalization. Actions include a reiteration of affordable housing strategy, addressing lead-based paint, reducing poverty, institutional structure, and enhanced coordination.

Actions planned to address obstacles to meeting underserved needs

One indication of underserved needs is the amount of people served by IMPACT Community Action Agency, a non-profit organization that works to eliminate poverty through empowering vulnerable populations, building collaborations, and advocating for social change. IMPACT has recently opened a second location because the number of clients requesting assistance is greater than they can serve. The City will continue to fund IMPACT at $150,000 with CDBG funds.

Homeless individuals are another underserved population. The numbers of homeless people and homeless camps have been increasing in Des Moines. Central Iowa Shelter & Services (CISS) often has people sleeping in chairs or camping on its lawn because the shelter has more people in need than it can assist. In 2019, the City of Des Moines has allocated $175,000 to CISS for operations to help address the organizational strain that comes with an overstretched homeless shelter.

Actions planned to foster and maintain affordable housing

As mentioned above in AP-75, the City’s main tactic to foster and maintain affordable housing is to provide support to developers of affordable housing to create more units. In 2019, the City will provide federal funding to developers to create at least 15 new affordable homes, including owner-occupied and rental.

The Des Moines Office of Economic Development is focused on housing in the downtown core. It plans to support a downtown housing workforce plan to evaluate if the housing stock types and costs match the income levels of the downtown workforce, especially those earning below 80 percent median income.

Other vehicles to foster and maintain affordable housing are the Neighborhood Development Corporation (NDC) and the Neighborhood Finance Corporation (NFC). The NDC performs more brick and mortar work; it rehabilitates, or redevelops, commercial and residential properties in existing neighborhoods in Des Moines. The NFC is the local CDFI. NFC provides unique lending programs and other services to facilitate targeted neighborhood revitalization in Polk County, Iowa through partnerships with residents, governments, community based organizations and the business community. Although there is a range of projects the NDC and NFC construct or finance, affordable housing is a large
Actions planned to reduce lead-based paint hazards

The community development department has two lead-based paint certified inspectors. The Des Moines Municipal Housing Agency has XRF lead paint testing equipment and has completed staff training in lead safe and lead abatement practices. This equipment, utilized by qualified staff, is used to test properties for lead hazards.

The activities most likely to have lead-based paint are demolition and neighborhood revitalization implementation, which is a program that involves acquisition of strategic buildings or sites within distressed neighborhoods. In any instance where lead is presumed to be present, lead-certified contractors are used to address lead-based paint in accordance with all local, state, and federal laws. Contractors are required to submit proof of their lead certifications.

Depending on the scope, lead-based paint may be reduced and contained or abated. All projects where lead-based paint practices are used are tested before residents are allowed to live in the space. Final clearances are completed by a private company, Iowa Lead Safety.

Actions planned to reduce the number of poverty-level families

IMPACT is the City’s best resource for addressing poverty with CDBG funds. IMPACT Community Action Partnership is a non-profit organization that serves Des Moines and the metro area by eliminating the symptoms and causes of poverty. Services include home energy and weatherization assistance, food support, personal finance education, disaster relief, and more. The group also acts as a resource and referral for other needs a person may have. Staff connects clients to other service agencies, and rental or housing assistance are their most prevalent group of referrals. IMPACT has eight offices, two of which serve Des Moines.

Actions planned to develop institutional structure

The City of Des Moines community development department is the administrator of the consolidated plan. Within community development are the neighborhood conservation division, neighborhood inspections division, and the neighborhood development department. Each division has varying levels of responsibility with regard to the consolidated plan and its projects, and there are several local partnerships that help execute activities. Community partners include neighborhood associations, Polk County Housing Trust Fund, Des Moines/Polk County Continuum of Care, the Des Moines Municipal
Housing Agency, Neighborhood Development Corporation, and Neighborhood Finance Corporation.

In 2018, the most relevant action that shows institutional structure is the evaluation of the Neighborhood Revitalization Program. The City has hired a consultant to analyze internal and external processes. The consultant will also evaluate how resources are spent. The purpose of the evaluation is to improve neighborhood revitalization by investing time and money into areas and projects that get the most “bang for the buck.”

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

City staff and elected officials will remain involved in committees, boards, and events for housing and social service organizations that serve Des Moines. Involvement leads to shared knowledge and enhances coordinated efforts. Such organizations include the Neighborhood Development Corporation (NDC), Neighborhood Finance Corporation (NFC), the Des Moines/Polk County Continuum of Care (CoC), etc.

**Discussion:**

No additional discussion.
Program Specific Requirements
AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(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 150,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. 0
3. The amount of surplus funds from urban renewal settlements 0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan 0
5. The amount of income from float-funded activities 0
Total Program Income: 150,000

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. 70.00%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)
1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City will offer HOME funds in the forms of investment described in 24 CFR 92.205(b). HOME
funding from the City will likely be in the forms of deferred payment loans or grants.

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:

The City intends to use some HOME funds for low-income homebuyer assistance activities. Attached are copies of the resale or recapture homebuyer agreements on Appendix 3. No payment is due while homebuyers occupy HOME-assisted properties as their principal residence during the affordability period. The affordability period—either 5, 10, or 15 years—is determined by the amount of homebuyer assistance, and the homebuyer assistance amount is determined by a buyer’s income and ability to make house payments.

Every homebuyer receiving HOME assistance will sign an agreement and restrictive covenant that will act as lien against the unit until the successful completion of the affordability period. In the event a HOME-assisted unit is sold, conveyed, or otherwise transferred during the affordability period, the resale or recapture provisions will go into effect.

When recapturing funds, the City will reduce the recaptured amount on a prorated basis for the time the homeowner has owned and occupied the housing. Most affordability periods will be 5 years to be reduced 1/60th monthly or 10 years to be reduced 1/120th monthly. Prorated funds will be recaptured from net proceeds.

In some instances where resale can be guaranteed to another low-income homebuyer, such as when collaborating with a non-profit homebuilder or CHDO, the City may choose the resale option. A house with a recorded resale provision must be resold to a household below 80 percent of area median income. This will institute a new affordability period and change the agreement from resale to recapture.

During a resale, the original homebuyer will receive a "Fair Return on Investment," defined as the amount contributed by the homebuyer, now owner, as shown on the HUD-1 statement, multiplied by the neighborhood's replacement value per the Polk County Assessor, plus the return on any capital improvement documented by a building permit. The sale price of a house is still based on the appraisal, condition, and location of the property. If there are not enough net proceeds from the sale to meet the City's definition of Fair Return on Investment, the homeowner does not receive a return.

Resale Restrictions: A house with a recorded resale provision must be resold to a household below 80% of Area Median Income. The City's resale provision is aimed for households with an income range between 70% to 80% AMI. To be affordable to a Homebuyer between 70-80%AMI, the City
can add HOME or CDBG funds as down payment for the second homebuyer. This will institute a new period of affordability and change the agreement from Resale to Recapture.

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:

Affordability is ensured by homeowner annual verification of their principal residence. Every spring, City staff verifies that the HOME-assisted unit is still the principal residence of the original low-income homebuyer by collecting updated homeowners’ utility bills.

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

The City does not intend to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

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

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

   Please see Attachment 1 for the CoC’s policy on providing ESG assistance.

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

   All ESG-funded programs are required to participate in the Polk County Continuum of Care (CoC) centralized intake system. Consistent with CoC policies, all ESG-funded projects will rely on service, shelter and housing placements as a result of a completed assessment and referral from the Centralized Intake staff.

   All ESG-funded programs are required to submit, as part of their application, a completed and signed centralized intake verification form to affirm their project’s participation within the Polk County centralized intake system. The verification form states that:

   1. The applicant will accept referrals exclusively from the Centralized Intake System;

   2. The appropriate program staff has read the centralized intake policies and procedures and understands their organization’s obligations with regard to the centralized intake;
3. In an instance where a referral from the centralized intake is denied, the program will comply with the referral rejection section of the centralized intake system policies and procedures; and

4. The applicant will notify the centralized intake staff, in a timely manner, of open units.

Centralized intake can be accessed by phone or in person at Primary Health Care’s (PHC) outreach center, which is accessible by four bus lines and handicap accessible. All centralized intake entry methods use a uniform decision making process with assistance from the four-phase assessment tool and VI-SPDAT. The VI-SPDAT score is the basis for referral and ensures connection to proper housing, programs, and services.

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).

An RFP and application was posted on CoC’s website and sent to board members, many of which have connections to the homeless agencies and service providers, in October 2019. Additionally, HUD- and non HUD-funded service providers and local government officials were sent a request to post and circulate in their networks. Applications were due to City staff by October 26, 2018. The CoC grant committee reviewed, scored, and ranked applications.

The committee made a recommendation to the CoC board. The CoC board then made a recommendation to the Homeless Coordination Council, a political body established by the Des Moines City Council, and the City Council made the final decision as to which agencies will receive ESG 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.

To ensure that ESG funds are used effectively, the City of Des Moines will obtain Continuum of Care board members from subgrantee agencies that receive ESG funds. This also satisfies the requirement of interim regulations under 24 CFR part 576.405.

5. Describe performance standards for evaluating ESG.

The performance measures committee is a group comprised of service providers, CoC staff, HMIS staff and City staff that review homelessness metrics each month. Performance standards are measure by street outreach, homeless prevention, shelter, and rapid re-housing. Goals for each are as follows:
Street Outreach

- Increase in the percent of persons who exit to shelter or a permanent housing destination.

Homeless Prevention

- Increase the percent of households that remain permanently housed during the 12 months after Homelessness Prevention assistance ends.

Shelter

- Increase in the percent of participants who exit to a permanent destination; and
- Reduction in the average and median lengths of time that persons remain homeless in your shelter.

Rapid Re-housing

- Decrease the average length of time to re-house participants;
- Increase the percent of households that remain permanently housed after Rapid Re-housing assistance ends (program exit); and
- Increase the percent of households that remain permanently housed during the 12 months after program exit. ESG funds for street outreach and emergency shelter do not exceed 60 percent of the ESG funds. When determining projects to fund, there are four categories:
  - Emergency shelter/transitional housing AND street outreach = 50 percent of annual funding;
  - Homeless prevention and rapid rehousing = 50 percent of annual funding;
  - Centralized intake system = $50,000; and
  - HMIS funding = 3% of allocation. The City and CoC work together to determine which projects to fund without exceeding the percentages listed above.

Section 108 Loan

The City of Des Moines Office of Economic Development has been in contact with HUD over the last couple years to determine its best course of action regarding the Section 108 loan that was approved in 2006. Initially, the Section 108 funds would inject $17.5 million into a 300-acre area south of Des Moines' Central Business District called the Riverpoint West Development Area. The funds would be used in conjunction with a $2 million BEDI grant to rehabilitate an adjacent contaminated site.

In 2012, the remaining balance of the Section 108 loan, or approximately $8.5 million, was abandoned after the loan guarantee expired. Due to an economic downturn, miscommunication, and staff turnover, requirements and expectations for the Section 108 funding became muddled. After the economic recovery, development at the Riverpoint West Development Area accelerated, but questions about HUD's requirements and confusion about national objectives were raised.
Over the last two years, City and HUD staff have been communicating about the loan. Although a course of action has not formally been approved, conversations between City and HUD staff have indicated that the Section 108 loan will be refinanced. As part of the refinancing process, the City will track low- and moderate-income jobs created by Section 108-funded development. One area where housing was constructed will also be designated as slum and blight. An agreement outlining the updates is expected to be signed in summer 2019. Due to the timeframe of when the loan was approved, which was before 2013, it will not be tracked in IDIS as an activity with accomplishments; however, it will be included in Consolidated Plan, Action Plan, and CAPER narratives as City staff internally tracks compliance with national objectives.
Attachments
CITIZEN PARTICIPATION COMMENTS

Roll Call Number 18-1582

Date September 24, 2018

AGENDA ITEM NUMBER 20

SET PUBLIC HEARING FOR THE PROPOSED 2019 ACTION PLAN FOR THE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) CONSOLIDATED PLAN

WHEREAS, at its meeting on September 5, 2018, the Neighborhood Revitalization Board (NRB) recommended the goals statements for the 2019 Action Plan, which NRB recommendation is attached hereto, and

WHEREAS, on September 5, 2018, Neighborhood Planning Staff and members of the NRB hosted an informational presentation of the 2019 Action Plan to gather public comment and

WHEREAS, it is necessary, by public hearing following notice, to obtain the views of citizens regarding community development and housing needs and to provide a forum for citizen comment on the City’s proposed 2019 Action Plan, and

WHEREAS, in order to provide an opportunity for citizens to comment on the City’s proposed 2019 Action Plan, copies of the Plan will be available for review at the Office of the City Clerk, the City of Des Moines, Iowa Department of Housing Services Administrative Office, and all Des Moines public libraries until November 5, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of Des Moines, Iowa, that:

1. The attached recommendation of the NRB regarding goals and budget, Exhibit "A", for the 2019 Action Plan is hereby received and filed.

2. A public hearing to obtain the views of citizens regarding community development and housing needs in Des Moines and the City’s proposed 2019 Action Plan shall be held on November 5, 2018 at 5:00 p.m. in the Council Chambers, City Hall, 400 Robert D. Ray Drive, Des Moines, Iowa.

3. The notice of hearing on file with the City Clerk as Exhibit "B" and by this reference made a part hereof, is hereby approved, and the City Clerk is hereby directed to publish this notice and the Consolidated Plan budget summary, also on file with the City Clerk as Exhibit “A” and by this reference made a part hereof, in the Des Moines Register on September 20, 2018.

APPROVED AS TO FORM:

Gwenn A. Rank, Assistant City Attorney

MOVED BY Gatto TO ADOPT:

CERTIFICATE

I, DIANE RAGH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

Diane Rank City Clerk

Annual Action Plan

2019
AFFIDAVIT OF PUBLICATION

State of Wisconsin

County of Brown, ss.: The undersigned, being first duly sworn on oath, states that The Des Moines Register and Tribune Company, a corporation duly organized and existing under the laws of the State of Iowa, with its principal place of business in Des Moines, Iowa, the publisher of THE DES MOINES REGISTER

newspaper of general circulation printed and published in the City of Des Moines, Polk County, Iowa, and that an advertisement, a printed copy of which is attached as Exhibit "A" and more part of this affidavit, was printed and published in The Des Moines Register on the following dates:

<table>
<thead>
<tr>
<th>Ad No.</th>
<th>Start Date</th>
<th>Run Dates</th>
<th>Cost</th>
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<td>02/29/15</td>
<td>08/29/15</td>
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</tr>
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</table>

Copy of Advertisement Exhibit "A"

Subscribed and sworn to before me by said affiant this 4th day of October, 2018.

Notary Public

[Signature]
[Notary Public]

[State of Wisconsin]

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
PUBLICATION FOR APPROVAL OF THE
PROPOSED 2019 ACTION PLAN FOR THE U.S. DEPARTMENT OF HOUSING AND
URBAN DEVELOPMENT (HUD) 2015-2019 CONSOLIDATED PLAN

WHEREAS, provisions under Code of Federal Regulations (CFR) Chapter 24, Section 91.220 regarding Annual Action Plans for the Consolidated Plan for HUD grant programs require the City to submit an annual action plan for the 2019 Program Year to the United States Department of Housing and Urban Development (HUD) no later than 45 days prior to start of the 2019 Consolidated Plan Program Year; and

WHEREAS, the City Council must conduct a public hearing to review the 2019 HUD Consolidated Plan Program Year activities and receive citizen comments regarding the Action Plan for the 2019 Consolidated Plan Program Year, and provide notice of the hearing to be published at least thirty days before it is held; and

WHEREAS, on September 24, 2018, by Roll Call No. 18-1582, the City Council set a public hearing for November 5, 2018 at 6:00 p.m. to obtain citizen comments regarding the Annual Action for the 2019 Consolidated Plan Program Year in compliance with the HUD regulations; and

WHEREAS, due notice of the public hearing was published in the Des Moines Register on September 29, 2018, and copies of the proposed Annual Action Plan for the 2019 Consolidated Plan Program Year were made available for public review at the City Clerk’s Office and at all Des Moines Public Library branches to provide citizens with the opportunity to participate in the hearing; and

WHEREAS, the public hearing on this date has been opened and those seeking to comment on the Annual Action Plan for the 2019 Consolidated Plan Program Year have been afforded the opportunity to do so;

WHEREAS, HUD will forward three Grant Agreements for Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) funds once the Annual Action Plan has been received and approved for the program year running January 1, 2019 to December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa, that:

1. All public comments regarding the 2019 Consolidated Plan Program Year have been received and the hearing is hereby closed.

2. The Annual Action Plan for the 2019 Consolidated Plan Program Year, on file with the City Clerk and by this reference made a part hereof, is hereby approved.
3. The City Manager or his designee is hereby authorized and directed to submit the Annual Action Plan for the 2019 Consolidated Plan Program Year to the U.S. Department of Housing and Urban Development.

(Council Communication No. 18-551)

MOVED BY Coleman TO ADOPT.

APPROVED AS TO FORM:

Glenn K. Frank, Assistant City Attorney

CERTIFICATE

L. DIANT RAIH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk
Appendix 1: Target Areas for Entitlement Funds

<table>
<thead>
<tr>
<th>City of Des Moines</th>
<th>Number</th>
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<tr>
<td>Total population</td>
<td>203,433</td>
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<tr>
<td>Total households</td>
<td>81,369</td>
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<tr>
<td>Median family income</td>
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<tr>
<td>Percentage of people below poverty level</td>
<td>20.0%</td>
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<tr>
<td>Number of residents living in LMI areas</td>
<td>108,880</td>
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Data provided by City of Des Moines, US Census Bureau, and US Dept. of Housing and Urban Development. As of 9/29/2017
Eligibility Evaluation Policy

Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under the Emergency Solutions Grant (ESG).

POLICY:

1. Organizations receiving ESG funds must first evaluate participant’s eligibility in an ESG-funded program. All such criteria must contain the following:

   Standards for Receiving Street Outreach Assistance

   1. The individual or family must be “homeless” as defined by the following categories of the Homeless Definition Final Rule:
      a. Category 1: Literally Homeless – Limited to individuals and families living on the streets (or other places not meant for human habitation) and are unwilling or unable to access services in emergency shelter;
      b. Category 4: Fleeing/Attempting to Flee Domestic Violence (where the individual or family also meets the criteria for Category 1).

   Standards for Receiving Homeless Prevention Assistance

   1. An individual or family who:
      a. Has an annual income below 30% of the median family income for the Des Moines Metropolitan Statistical Area; AND
      b. Does not have sufficient resources to prevent them from moving to an emergency shelter or another place defined in Category 1: Literally Homeless of the Homeless Definition Final Rule; AND

   2. The individual or family must be “homeless” as defined by the following categories of the Homeless Definition Final Rule:
      a. Category 2: Imminent Risk of Homelessness
      b. Category 3: Homeless Under Other Federal Statutes
      c. Category 4: Fleeing/Attempting to Flee Domestic Violence;
         OR

   3. The individual or family must be “at-risk of homelessness” as defined by the following At-Risk of Homelessness Definition categories found in the Homeless Definition Final Rule:
      a. Category 1: Individuals and Families
      b. Category 2: Unaccompanied Children and Youth
      c. Category 3: Families with Children and Youth
Standards for Emergency Shelter Assistance

1. The individual or family must be “homeless” as defined by the following categories of the Homeless Definition Final Rule:
   a. Category 1: Literally Homeless
   b. Category 2: Imminent Risk of Homeless
   c. Category 3: Homeless Under Other Federal Statutes
   d. Category 4: Fleeing/Attempting to Flee Domestic Violence

Standards for Receiving Rapid ReHousing Assistance

1. The individual or family must be “homeless” as defined by the Homeless Definition Final Rule:
   a. Category 1: Literally Homeless

II. Organizations receiving ESG funds must document the individuals’ or families’ eligibility at intake and at re-evaluation using the following standards:

1. ESG subrecipients shall use the Eligibility Verification Form developed for the ESG program which contain the criteria to document the eligibility standards for each program type, described in Section I, met by an individual or family applying for ESG funded services as well as acceptable evidence to establish and verify the individual or family meet the applicable eligibility standards. If the individual or family is determined to be ineligible for homelessness prevention services or rapid rehousing, documentation must reflect the reason for ineligibility.

2. The individual or family requesting ESG funded assistance must present evidence to establish and verify they meet the applicable eligibility standards, described in Section I, at the time they go through the centralized intake.

3. The determination of homeless or at-risk of homeless status shall always be documented in writing and maintained in the individual’s or family’s case file. The order of preference for documenting an individual’s or family’s homeless or at-risk of homeless status shall be:
   a. Third-party documentation
   b. Intake work observations
   c. Certification from the person seeking assistance

4. Utilizing other forms of already available documentation shall also be acceptable evidence of an individual or family’s homeless status. Already available documentation shall include certification or other appropriate service transactions recorded in ServicePoint as well as discharge paperwork to verify a stay in an institution of 90 days or less

5. Where third-party documentation is not obtainable, a written record of the case manager’s due diligence in attempting to obtain the evidence and certification by the head(s) of household seeking assistance shall be maintained in the family’s case file.
6. Where required, the determination of income eligibility shall be documented (see interim rule on documenting income) and maintained in the individual’s or family’s case file.

PROCEDURE:

I. Organizations receiving ESG funds for homelessness prevention assistance must use the following procedure for documenting homeless/at-risk of homeless status:

1. An Eligibility Verification Form shall be completed, at the centralized intake, indicating the criterion that defines the individual’s or family’s homeless/at-risk of homeless status as well as the type(s) of evidence relied upon to establish and verify the individuals’ or family’s homeless/at-risk of homeless status.

   1.1. Every attempt shall be made to obtain third-party documentation of homeless/at-risk of homeless status. In lieu of third-party documentation, a written record of due diligence shall be noted in the corresponding section of the Eligibility Verification form that includes the date(s) documentation was sought, the type(s) of documentation sought, the source(s) from whom the documentation was sought, and a description of the response received from each attempt to obtain the documentation.

   1.2. All documents used to establish and verify an individual’s or family’s homeless/at-risk of homeless status shall be attached to the Eligibility Verification Form and placed in the individual’s or family’s case file.

2. A Homeless Verification letter, documenting the name(s) of the individual(s) or family members and the category of homelessness or at-risk of homeless status, shall be uploaded into the individual’s or family’s ServicePoint record.

3. The ESG funded program shall complete the Eligibility Verification Form indicating the criterion that defines the individual’s or family’s homeless/at-risk of homeless status based on the Homeless Verification letter provided by the centralized intake.

   3.1. The Homeless Verification letter shall be attached to the Eligibility Verification Form and placed in the individual’s or family’s case file.
HOMEBUYER MORTGAGE AGREEMENT
RESALE

CITY OF DES MOINES
HOME PROGRAM
(Home Investment Partnership Program)

AGENCY: CITY OF DES MOINES
COMMUNITY DEVELOPMENT DEPARTMENT
NEIGHBORHOOD CONSERVATION SERVICES DIVISION

BORROWER: __________________________

ADDRESS: __________________________

LOAN #: __________________________

LOAN CLOSING DATE: __________________________

EFFECTIVE DATE: __________________________

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
HOME INVESTMENT PARTNERSHIP PROGRAM
Homebuyer Program Agreement - Resale

THIS AGREEMENT is entered into by and between the City of Des Moines, Iowa, (hereinafter called CITY) and (hereinafter called HOMEBUYER) effective the day of execution.

WHEREAS, the CITY is a recipient of HOME funding from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, on the _____ day of _____, _____, the CITY entered into a HOME Agreement with _____ (hereinafter called the DEVELOPER) to PICK ONE, home at _____, Des Moines, Iowa and legally described as:

_____, an Official Plat, now included in and forming a part of the City of Des Moines, Polk County, Iowa.

WHEREAS, the HOMEBUYER is requesting approval from the CITY to purchase the above-described property as an eligible purchaser; and

WHEREAS, the CITY’s Community Development Department has reviewed all supporting documents submitted by the HOMEBUYER and DEVELOPER and has determined that the HOMEBUYER meets all eligibility requirements for this program.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the CITY and the HOMEBUYER mutually agree as follows:

1. The CITY hereby approves the HOMEBUYER as an eligible purchaser of the above described property.

2. The HOMEBUYER specifically agrees that:

   a. The property will meet the affordability requirements of 24 CFR 92. The affordability period is set for _____ months from the date of this AGREEMENT. Income restrictions of the initial HOMEBUYER is set at 80% Area Median Income for Des Moines.

   b. The HOMEBUYER will occupy this property as its principal residence for the duration of the affordability period. The affordability period is set for _____ months from the date of this AGREEMENT.

   c. The HOMEBUYER must give the City written notification of any request to sell or re-convey the above-described property.

   d. The HOMEBUYER will not lease, sub-lease or transfer any interest in this real estate without the prior written approval of the CITY.

   e. The HOMEBUYER agrees that selling the property during the period of affordability requires the lien to be assumed by a subsequent homebuyer with a total household income under 80% AMI and the property will be the principal residence of the subsequent homebuyer.

   f. When selling the house as described in letter e, the HOMEBUYER may receive a “Fair Return on Investment”. The “Fair Return on Investment” the HOMEBUYER may receive is the actual dollar amount contributed by the homebuyer as shown on the HUD-1
Statement (no interest is accrued on the contribution in the City’s calculation),
multiplied by the Neighborhood’s Replacement Costs New Less Depreciation (RCLDN)
per the Polk County Assessor’s Office, plus the return on any capital improvements
documented through the building permit process. Realtor and other sale fees may be
included in the cost of the sale and do not count toward “fair return on investment”.
g. Should the subject property fail to comply with the affordability requirements referred
to above, the HOMEBUYER will repay the loan in full to the CITY along with any costs the
CITY has incurred.

3. The CITY will release the restrictive covenant and lien only upon the successful completion of
the affordability period.

4. The HOMEBUYER agrees that the CITY will monitor this property annually and that the
HOMEBUYER will submit, at the request of the CITY, documentation verifying their principal
residency at this address, including but not limited to verification of mailing address by the U.S.
Postal Service, current utility bills and other documents as requested.

5. The CITY is entitled to conduct an annual physical inspection of the property by appointment
and the HOMEBUYER will cooperate with the CITY in scheduling this appointment.

6. The HOMEBUYER specifically acknowledges that giving any false, misleading or incomplete
information to the CITY concerning their eligibility for this program is a violation of the HOME
Program regulations and will entitle the CITY to recapture the HOME Investment Partnership
money invested in this project.

7. Any additions, modifications or amendments to this Agreement, including any attachment, shall
be in writing executed by both parties.

8. The restrictive covenant and lien document attached hereto as Exhibits “A” and “B” are
specifically incorporated into this Agreement and by this reference made a part hereof.

THE REST OF THIS PAGE INTENTIONALLY LEFT BLANK
EACH MORTGAGOR ACKNOWLEDGES HAVING READ AND UNDERSTOOD ALL THE PROVISIONS OF THIS MORTGAGE AND EACH AGREES TO ITS TERMS.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT on the ___ day of, ____________, 2016.

HOMEBUYER:______________________________

Homebuyer Signature

______________________________

Homebuyer Signature

STATE OF IOWA  
COUNTY OF POLK

On this ___ day _____________, 20___, before me, a Notary Public in and for the State of Iowa, personally appeared __________________ and __________________, who are the persons named in and who executed the foregoing instrument and acknowledges the execution of the instrument to be their voluntary act and deed.

My Commission Expires:

______________________________

Notary Public in the State of Iowa

LENDER: CITY OF DES MOINES, IOWA

Phil Delafield, Community Development Director
As authorized by the Des Moines City Council pursuant to Roll Call No. 10-357

STATE OF IOWA
COUNTY OF POLK

On this ___ day of _____________, 2016, before me, a Notary Public, in and for the State of Iowa, personally appeared Phil Delafield, to me personally known, who, being by me duly sworn, did state that he is the Community Development Director for the City of Des Moines, Iowa, and that he acknowledged the execution of the instrument to be the voluntary act and deed of the municipal corporation, by it voluntarily executed.

My Commission Expires:

______________________________

Notary Public in the State of Iowa
Recapture
HOME AGREEMENT AND LIEN
Home Buyer Program
CITY OF DES MOINES
HOME INVESTMENT PARTNERSHIP PROGRAM

AGENCY: CITY OF DES MOINES
COMMUNITY DEVELOPMENT DEPARTMENT
NEIGHBORHOOD CONSERVATION SERVICES DIVISION

HOME BUYER:

ADDRESS: 

LOAN #: 15-CHDO-800-00001

CLOSING DATE: 

EFFECTIVE DATE: 

Appendix 6
HOME INVESTMENT PARTNERSHIP PROGRAM
Recapture Home Buyer Program Agreement

THIS AGREEMENT is entered into by and between the City of Des Moines, Iowa, hereinafter called “City” and __ (hereinafter called “Home Buyer”, effective the day of execution.

WHEREAS, the City is the recipient of HOME funding from the U.S. Department of Housing and Urban Development (“HUD”); and

WHEREAS, on the 13th day of April, 2015, the City of Des Moines entered into a HOME Agreement with Home Opportunities Made Easy, Inc. (hereinafter the Developer) to rehab a home which is locally known as __, Des Moines, Iowa, and legally described as:

Parcel A Book 13063 PG 198 N 61.97 F Lot 9 Block A THOMPSONS SUB DIVISION, an Official Plat, now included in and forming a part of the City of Des Moines, Polk County, Iowa.

WHEREAS, the full amount of HOME assistance loaned to build and occupy this house is $210,000.00. Of that amount, $195,001.00 was provided to the Developer for construction (known as Developer Assistance) and $14,999.00 is provided to the Home Buyer for purchase (known as Home Buyer Assistance).

WHEREAS, the Home Buyer is requesting approval from the City of Des Moines to purchase the above-described property as an eligible purchaser; and

WHEREAS, the City’s Community Development Department has reviewed all supporting documents submitted by the Home Buyer and Developer, completed a Homebuyer assistance underwriting form, and has determined that the Home Buyer meets all eligibility requirements for this program and the assistance provided.

WHEREAS, the HOME Program Rule 24 CFR 92.254(a)(5)(ii)(A) defines “net proceeds” as the sales price minus the Superior Non-Home Debt minus closing costs.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the City and the Home Buyer mutually agree as follows:

1. The City hereby approves the Home Buyer as an eligible purchaser of the above described property at the subsidy listed in 2(a).

2. The Home Buyer specifically agrees that
   a. The City of Des Moines has disbursed the sum of $14,999.00 to the Home Buyer for the purpose of purchasing this home at an affordable cost.

Recapture Home Buyer Agreement & Lien
Page 1
b. The Home Buyer will occupy this property as their principal residence for the duration of the affordability period which is 60 months or 5 years from the execution of this document by all parties.

c. As long as the Home Buyer occupies this property as its principal residence, no payment is due on the Home Buyer HOME assistance.

d. The Home Buyer assistance will further be reduced at a rate of 1/60th annually beginning immediately years after the execution of this agreement and continuing until the assistance is totally forgiven at the end of the affordability period. The City will release the lien at such time.

e. If the property is sold, refinanced other than for rate or term, or transferred prior to the end of the period of affordability, the homebuyer must repay the total amount of the HOME investment, less the prorated HOME investment amount for the length of time the home buyer owned and occupied the unit limited to the “net proceeds” of the sale as defined in HOME Program Rule 92.503(a)(5)(ii)(A). The City will release the lien at such time.

f. The Home Buyer will not lease, sub-lease or transfer any interest in this real estate during the period of affordability. If the Home Buyer does not sell the property but fails to occupy the unit as their principal residence, the Home Buyer is in non-compliance with the HOME program (24 CFR 92.503(b)). The City will take legal action to collect the full amount of HOME investment in the property, (Developer assistance and Home Buyer assistance), referenced in the preamble of this agreement.

3. The City will release the restrictive covenant only upon the successful completion of the affordability period or repayment of the outstanding HOME funds disbursed to the Home Buyer limited to the net proceeds.

4. The Home Buyer agrees that the City will monitor this program annually and that the Home Buyer will submit, at the request of the City, documentation verifying their principal residency at this address, including but not limited to verification of mailing address by the U.S. Postal Service, current utility bills and other documents as requested.

5. The City is entitled to conduct an annual physical inspection of the property by appointment and the Home Buyer will cooperate with the City in scheduling this appointment.

6. The Home Buyer specifically acknowledges that giving any false, misleading or incomplete information to the City concerning their eligibility for this program is a violation of the HOME Program regulations and will entitle the City to recapture the HOME Investment Partnership money (Home Buyer Assistance and Developer Assistance) invested in this project.

7. Any additions, modifications or amendments to this Agreement, including any attachment, shall be in writing executed by both parties.
8. The restrictive covenant attached hereto as Exhibits “A” is specifically incorporated into this Agreement and by this reference made a part hereof.

IN WITNESS WHEREOF the parties have executed this Agreement on the _____ day of ____________, ______.

HOME BUYER

_________________________________________  _____________
                                                                 Date

_________________________________________  _____________
                                                                 Date

STATE OF IOWA  )
COUNTY OF POLK  ) §:

On this _____ day of ____________, _____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared ___, to me personally known, who, being by me duly sworn, did state that they are the persons named in and who executed the foregoing instrument, and acknowledged the execution of the instrument to be their voluntary act and deed.

_________________________________________
Notary Public for the State of Iowa

CITY OF DES MOINES

_________________________________________  _____________
Phillip Delafield  
Community Development Director

_________________________________________  _____________
STATE OF IOWA  )
COUNTY OF POLK  ) §:

On this _____ day of ____________, _____, before me, the undersigned, a Notary Public, personally appeared Phillip Delafield, to me personally known, who, being by me duly sworn, did state that he/she is the Community Development Director for the City of Des Moines, Iowa, by and that he acknowledged the execution of the instrument to be the voluntary act and deed of the municipal corporation, by it voluntarily executed.

_________________________________________
Notary Public for the State of Iowa
Grantee SF-424's and Certification(s)

Application for Federal Assistance SF-424

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<th>*2. Type of Application</th>
<th>*3. Revision, submit separate letter(s):</th>
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<td>Community Develop</td>
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<th>f. Name and contact information of person to be contacted on matters involving this application:</th>
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## Application for Federal Assistance SF-424

### 9. Type of Applicant 1: Select Applicant Type:

- City or County Government

### 10. Name of Federal Agency:

- U.S. Department of Housing and Urban Development (HUD)

### 11. Catalog of Federal Domestic Assistance Number:

- 24.316

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### 12. Funding Opportunity Number:

- [Title]

### 13. Competition Identification Number:

- [Title]

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

- [Title]

### 15. Descriptive Title of Applicants Project:

- [Title]

### 16. Support Documents as Specified in Agency Indications:

- [Title]

---

**Annual Action Plan 2019**

OMB Control No: 2506-0117 (exp. 06/30/2018)
### Application for Federal Assistance SF-424

**16. Congressional Districts Of:**

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<th>District</th>
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**17. Proposed Project:**

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**19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- [ ] a. This application was made available to the State under the Executive Order 12372 Process for review
- [ ] b. Program is subject to E.O. 12372 but has not been selected by the State for review
- [x] c. Program is not covered by E.O. 12372

**20. Is the Applicant Delinquent On Any Federal Debt?** (If "Yes," provide explanation in attachment.)

- [x] Yes
- [ ] No

If "Yes" provide explanation and attach

**21. By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 21, Section 1891) **

**[X]** I AGREE

**Authorized By:**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Telephone Number:**

**Email:**

**Signature of Authorized Representative:**

* Date: 5-28-19
Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:
   City or Town Planning Department

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:
   U.S. Department of Housing and Urban Development (HUD)

11. Catalog of Federal Domestic Assistance Number:
   44.581

OTSA Title:
   Emergency Solutions Grant Program (ESG) - Rent Assistance

* 12. Funding Opportunity Number:

Title:

13. Competition Identification Number:

Title:

14. Area Affected by Project (Cities, Counties, States, etc.):

* 16. Descriptive Title of Applicant's Project:
   City of Des Moines Emergency Solutions Grant (ESG) Rent Assistance Program

Allied supporting documents as specified in agency instructions:
## Application for Federal Assistance SF-424

### 16. Congressional Districts Of:
- * a. Applicant: [ ]
- * b. Program/Project: [ ]

Attach an additional list of Program/Project Congressional Districts Processed.

### 17. Proposed Project:
- * a. Start Date: [ ]
- * b. End Date: [ ]

### 18. Estimated Funding (E):

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Federal:</td>
<td>$13,568.00</td>
</tr>
<tr>
<td>b. Applicant:</td>
<td></td>
</tr>
<tr>
<td>c. State:</td>
<td></td>
</tr>
<tr>
<td>d. Local:</td>
<td>$13,568.00</td>
</tr>
<tr>
<td>e. Other:</td>
<td></td>
</tr>
<tr>
<td>f. Program Income:</td>
<td></td>
</tr>
<tr>
<td>g. TOTAL:</td>
<td>$27,136.00</td>
</tr>
</tbody>
</table>

* 19. Is Application Subject to Review By State Under Executive Order 12272 Process?
   - a. This application was made available to the State under the Executive Under 12272 Process for review on [ ]
   - b. Program is subject to E.O. 12272 but not been selected by the State for review.
   - c. Program is not covered by E.O. 12272.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
   - Yes [ ]  No [x ]

If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 21, Section 5001)

[x ] I AGREE

** The list of certifications and assurances, or an internet site where you may obtain them, is contained in the announcement or agency specific instructions.

### Authorized Representative:

Position: [ ]
* First Name: [ ]
* Last Name: [ ]

Address: [ ]

* Telephone Number: [ ]
* Fax Number: [ ]

* Email: [ ]

* Signature of Authorized Representative: [ ]

* Date Signed: 5/14/19
**Application for Federal Assistance SF-424**

**1. Type of Submission:**
- [ ] Preapplication
- [X] Application
- [ ] Change/Correction Application

**2. Type of Application:**
- [X] New
- [ ] Continuation
- [ ] Revision
- [ ] Other (Specify): 

**3. Date Received:** 

**4. Applicant Information**

<table>
<thead>
<tr>
<th>No. Federal ID No.</th>
<th>St. Federal ID No.:</th>
</tr>
</thead>
</table>

**State Use Only:**

**8. Applicant Information:**

| Legal Name: City of Boca Raton, Community Development Department |

**Applicant/Project Identification Number (PIN) No.:**

**e. Organizational Unit:**

<table>
<thead>
<tr>
<th>Department Name:</th>
<th>Position Name:</th>
</tr>
</thead>
</table>

**f. Name and contact information of person to be contacted on matters involving this application:**

<table>
<thead>
<tr>
<th>First Name:</th>
<th>Middle Initial:</th>
<th>Last Name:</th>
</tr>
</thead>
</table>

**Title:** Director of Community Development

**Organizational Affiliation:**

**Telephone Number:** 561-338-4028

**Fax Number:**

**Post:**

---

**Annual Action Plan**

**2019**

**OMB Control No: 2506-0117 (exp. 06/30/2018)**
Application for Federal Assistance SF-424

* 8. Type of Applicant 1: Select Applicant Type:
   City or Town/County Government

* 9. Type of Applicant 2: Select Applicant Type:
   Other (specify):

* 10. Name of Federal Agency:
   U.S. Department of Housing and Urban Development (HUD)

11. Catalog of Federal Domestic Assistance Number:
   21.629

SPDA Title:
   HOME Investment Partnership Program/Entitlement Areas

* 12. Funding Opportunity Number:

* Title:

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

* 15. Descriptive Title of Applicant's Project:
   2019 City of Doc Notices HOME Investment Partnership (HIP) Program

Submit supporting documents as specified in agency handbook.

Annual Action Plan
2019
**Annual Action Plan 2019**

OMB Control No: 2506-0117 (exp. 06/30/2018)
Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (2040-0012), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the sponsoring Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances, if such is the case, you will be notified.

Submit this page with your application to the granting Agency.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards of agency directives.

3. Will not cause or permit Mortgages or other changes in the terms of the real property title or other interest in the site and facilities without the approval and instructions from the awarding agency. Will record the Federal awarding agency directives and will execute a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the awarding agency with respect to the drafting, review and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the completed work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the awarding agency or State.

6. Will indicate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.


9. Will comply with the Local Farm Credit Administration Act (26 U.S.C. §304 et seq.), which prohibits the use of lead-based paint in construction or rehabilitation of rental structure.

10. Will comply with all Federal rules relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. §2000d-2000m), which prohibits discriminatory practice against the rights of any person in the operation of any program or activity receiving Federal financial assistance; (b) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age, race in violation of Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. §§2000e-219, as amended); (c) the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age. (e) the Drug Abuse Office and Treatment Act of 1972 (PL 92-237), as amended relating to non-discrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment, and Rehabilitation Act of 1972 (PL 91-508), as amended relating to non-discrimination on the basis of alcohol abuse or alcoholism (33 U.S.C. §§532 and 537 of the Public Health Service Act of 1987 (42 U.S.C. §§2000e-2 d-3 and 2000e-3)), as amended relating to non-discrimination on the basis of alcohol and drug abuse patient records; (g) Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. §§2000e et seq.), as amended relating to non-discrimination in the sale, rental, or financing of housing; (h) any other nondiscrimination provision(s) under which application for Federal assistance is being made; and (i) the requirements of any other nondiscrimination provision(s) which may apply to the application.

OMB Control No: 2506-0117 (exp. 06/30/2018)
11. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-604) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§701 et seq.) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.


14. Will comply with flood insurance purchase requirements of Section 102(g) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11130; (c) protection of wetlands pursuant to EO 11988; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation plans under Section 178(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-283); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1985 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) procuring a commercial sex act during the period of time that the award is in effect; or (3) using forced labor in the performance of the award or subawards under the award.

**Signature of Authorized Certifying Official**

**Applicant Organization**

**City Manager**

**Date Submitted**

5-28-19
Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0548 0042), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not dispose of, modify, or use, or cause the use of, in any way, real property title or interest in the site and facilities without permission and instructions from the awarding agency. Will require the awarding agency's approval and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with all of the requirements and specifications of the assistance awarding agency with respect to the draft, review, and approval of construction plans and specifications.

5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the completed work conforms to the approved plans and specifications and that the contractor complies with all conditions as may be required by the assistance awarding agency or State.

6. Will initiate and conduct the work within the applicable time frame after receipt of approval of the awarding agency.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

8. Will abide by any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.


10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VII of the Civil Rights Act of 1964 (P.L. 88-352), which prohibits discrimination on the basis of race, color, national origin, or sex; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 et seq.), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (34 U.S.C. §714), which prohibits discrimination on the basis of handicap; (d) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (e) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1974 (P.L. 93-154), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (f) the Drug Abuse Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Civil Rights Act of 1964 (42 U.S.C. §§2000e et seq.), as amended, relating to nondiscrimination in the sale, rental, or leasing of housing; and (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made and any other nondiscrimination statute(s) which may apply to the application.

Annual Action Plan 2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
11. Will comply or has already complied with the
requirements of Titles II and III of the Uniform
Relocation Assistance and Real Property Acquisition
Policies Act of 1970 (P.L. 91-696) which provide for
fair and equitable
payment to persons displaced or whose property is
acquired as a result of Federal and federally-assisted
programs. These requirements apply to all interests in
real
property acquired for project purposes regardless of
Federal participation in purchase.
12. Will comply with the provisions of the
Harkin Act (5 U.S.C. §§501-1028 and 722-732) which
limit the political
activities of employees whose principal employment
activities are funded in whole or in part with Federal
funds.
13. Will comply, as applicable, with the provisions of
the Davis-
Bacon Act (40 U.S.C. §§276a to 276c-1), the Coastal
Act
(40 U.S.C. §§276a and 18 U.S.C. §§671), and the
Contract
Work Hours and Safety Standards Act (40 U.S.C. §§337-
339) regarding hourly standards for
federally-assisted
construction subagreements.
14. Will comply with flood insurance purchase
requirements of
Section 102(a) of the Flood Disaster Protection Act of
1973
(PL 88-264) which requires recipients in a special
flood
hazard area to participate in the program and to purchase
flood insurance if the total cost of insurable construction
and acquisition is $10,000 or more.
15. Will comply with environmental standards which may be
prescribed pursuant to the following: (a) institution of
environmental quality control measures under the
National
Environmental Policy Act of 1969 (P.L. 91-
190) and Executive Order (EO) 11514; (b) notification of
violating practices pursuant to EO 11738; (c)
protection of wetlands pursuant to EO 11988; (d)
evaluation of flood hazards in floodplains in accordance
with EO 11088; (e) assurance of project consistency with
the approved State management program developed under
the Coastal Zone Management Act of
1972 (16 U.S.C. §§1451 et seq.); (f) conformity of
Federal action to State (Clean Air) implementation
plans under Section 178(c) of the Clean Air Act of
1966, as amended (42 U.S.C. §§7401 et seq.); (g)
protection of underground sources of drinking water
under the Safe Drinking Water Act of 1974, as
amended (P.L. 93-523); and, (h) protection of
endangered species under the Endangered Species Act
16. Will comply with the Wild and Scenic Rivers Act of
1968 (16 U.S.C. §§1271 et seq.) related to protecting
components or potential components of the national
wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance
with Section 102 of the National Historic Preservation
Act of 1956, as amended (16 U.S.C. §470); EO 11993
(identification and protection of historic properties) and
the Archaeological and Historic Preservation Act of
18. Will cause to be performed the required financial and
compliance audits in accordance with the Single Audit
Act Amendments of 1980 and OMB Circular No. A-133,
“Audits of States, Local Governments, and Non-Profit
Organizations.”
19. Will comply with all applicable requirements of all other
Federal laws, executive orders, regulations, and policies
applicable to this program.
20. Will comply with the requirements of Section 103(c) of
the Troubled Asset Management Program of 2008, as
amended (12 U.S.C. §5461) which prohibits the
insolvency or receivership of any insured depository
institution.
21. Will comply with Section 116 of the Affordable Care Act of
2010 (PL 111-152) which requires employers to offer
comprehensive health insurance coverage to certain
employees.

Annual Action Plan
2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
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NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. Such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial, and financial capacity (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of project described in this application.

2. Will give the awarding agency the Comptroller General of the United States and, if applicable, the State, the right to examine all records, books, papers, or documents related to the assistance, and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will not cause, modify the use of, or change the form of the real property title or title interest in the site or facilities without permission or instructions from the awarding agency. We will record the federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.

4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.

5. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review, and approval of construction plans and specifications.

6. Will provide a maintenance and inspection schedule and supervision of the construction site to ensure that the construction conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.

7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.


9. Will comply with the Federal Acquisition Regulation (FAR) (5009.203-700), which prohibits the use of Federal funds to construct or rehabilitate a residence structure.

10. Will comply with all Federal statutes relating to occupational health and safety, including but not limited to: (a) Title II of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000e-1), which prohibits discrimination on the basis of race, color, national origin, or sex; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681; 1683; 1685; 1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicap; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1982 (P.L. 97-225), as amended, relating to drug abuse; (f) the Comprehensive Alcoholism Prevention and Alcoholism Treatment Act of 1970 (P.L. 91-516), as amended, relating to alcoholism; (g) §§233 and 287 of the Public Health Service Act of 1912 (42 U.S.C. §§233 and 287) (as added, relating to discrimination on the basis of sex or sex orientation, or alcoholism); (h) §§233 and 287 of the Public Health Service Act of 1912 (42 U.S.C. §§233 and 287), as amended, relating to discrimination on the basis of race, color, national origin, or sex; (i) Title VI of the Civil Rights Act of 1968 (42 U.S.C. §§2000d et seq.), as amended, relating to discrimination in housing, and (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made, and (k) any other nondiscrimination statute(s) which may apply to the application.

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Prepared by OMB Circular A-162

Annual Action Plan 2019

OMB Control No: 2506-0117 (exp. 06/30/2018)
11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1520 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276c-7), the Copeland Act (40 U.S.C. §276b) and 18 U.S.C. §674), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subcontracts.

14. Will comply with the insurance requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-244) which requires receipt in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $70,000 or more.

15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) installation of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11187; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1965, as amended (42 U.S.C. §§7401 et seq.) (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523; and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).


18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

20. Will comply with the requirements of Section 106(c) of the Tortolita Villas Protection Act (79 Stat. 620) of 2000, as amended (79 U.S.C. §1704) which prohibits grant award recipients or a subrecipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect; (2) Procuring a commercial sex act during the period of time that the award is in effect; (3) Using forced labor in the performance of the award or subawards under the award.
CERTIFICATIONS

in accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing — The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan — It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601 et seq.) and implementing regulations at 24 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 24 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction — The consolidated plan is authorized under State and local laws (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan — The housing activities to be undertaken with Community Development Block Grant, UOML Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction’s consolidated plan.

Section 3 — It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701t) and implementing regulations at 24 CFR Part 133.

[Signature]
Signature of Authorized Official.

5-14-19
Date

Scott Sanders, City Manager
Title
Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation — It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan — Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan — It is following a current consolidated plan that has been approved by HUD.

Use of Funds — It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefits. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program years 2019 through 2022, shall be made so as to benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements assisted in part with CDBG funds financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it uses CDBG funds to cover the assessment.

Excessive Force — It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations, and

2. A policy of enforcing applicable State and local laws against physically barring entrance in or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.
Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and L.

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

[Signature of Authorized Official]

[Date]

Saul Sanders, City Manager

Title
Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy Layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing.

Signature of Authorized Official  

Scott Sanders, City Manager  

Title

Date: 5-14-19
Emergency Solutions Grants Certifications

The Emergency Solutions Grants Program recipient certifies that:

Major rehabilitation/conversion/renovation – If an emergency shelter’s rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation.

If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion.

In all other cases where ESG funds are used for renovation, the recipient will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to direct outreach or emergency shelter, the recipient will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the recipient serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The recipient will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal, State, local, and private assistance available for these individuals.

Matching Funds – The recipient will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The recipient has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the recipient will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the recipient undertakes with assistance under ESG are consistent with this consolidated plan.
Discharge Policy – The recipient will establish and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature of Authorized Official

Date

Scott Sanders, City Manager

Title