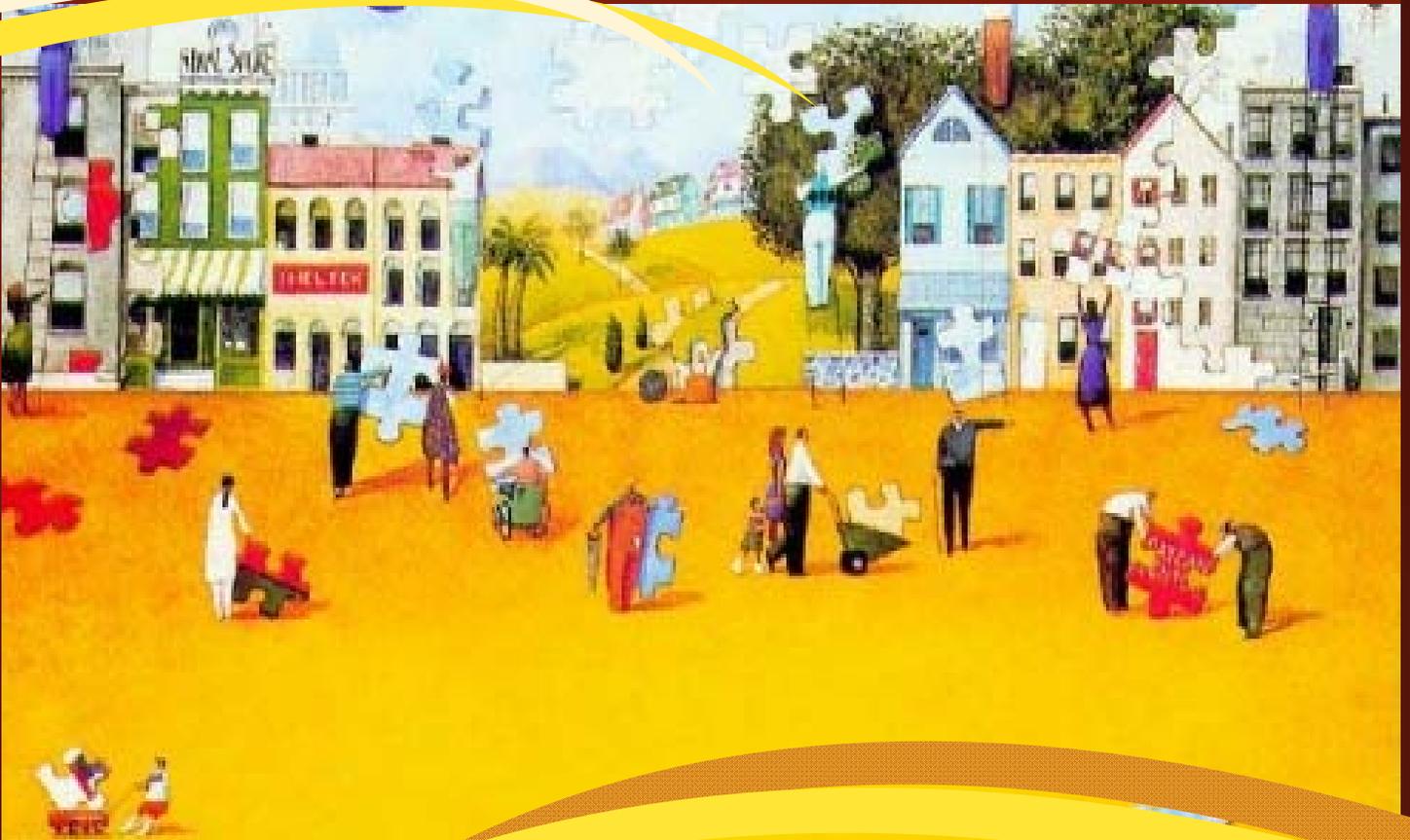


**City of San Antonio**  
**ANNUAL ACTION PLAN/BUDGET**  
**Fiscal Year 2012-2013**



**Community Development Block Grant (CDBG)**

**Home Investment Partnerships Program (HOME)**

**Emergency Solutions Grant (ESG)**

**Housing Opportunities for Persons with AIDS (HOPWA)**



## **City of San Antonio Pilots HUD's New Consolidated Plan Template**

In May 2012, the Federal Department of Housing and Urban Development's Office of Community Planning and Development introduced the eCon Planning Suite, a collection of new online tools to assist grantees in creating market-driven, leveraged housing and community development plans. One of these tools, the Consolidated Plan Template, allows grantees to develop and submit their Five Year Consolidated Plans and Annual Action Plans online. For FY 2013, the City of San Antonio was one of only a few cities nationwide requested to pilot the online Action Plan. The following document is an exported version of the Annual Action Plan entered in HUD's Integrated Disbursement and Information System (IDIS).





**CONSOLIDATED ANNUAL ACTION PLAN/BUDGET**  
**FISCAL YEAR 2012-2013**  
*(October 1, 2012-September 30, 2013)*

**MAYOR & CITY COUNCIL**

**JULIAN CASTRO, MAYOR**

***Diego M. Bernal, District 1***

***Ray Lopez, District 6***

***Ivy R. Taylor, District 2***

***Cris Medina, District 7***

***Leticia Ozuna, District 3***

***W. Reed Williams, District 8***

***Rey Saldaña, District 4***

***Elisa Chan, District 9***

***David Medina, Jr., District 5***

***Carlton Soules, District 10***

**CITY MANAGER**

***Sheryl Sculley***

City Hall

100 Military Plaza

San Antonio, Texas 78204

210-207-7080

**Office of Grants Monitoring and Administration**

1400 S. Flores

San Antonio, Texas 78204

210-207-6600

**Department of Human Services**

106 S. St. Mary's, 7th Floor

San Antonio, Texas 78205

210-207-8198

**Respectfully submitted to the Citizens of San Antonio and to the:**

U.S. Department of Housing and Urban Development  
San Antonio Field Office, Region VI  
Office of Community Planning and Development  
615 East Houston Street, Suite 430  
San Antonio, Texas 78205

**Submitted by:**

City of San Antonio  
Office of Grants Monitoring and Administration  
1400 S. Flores Street  
San Antonio, Texas 78204

**CONSOLIDATED ANNUAL ACTION PLAN/BUDGET  
FISCAL YEAR 2012 – 2013  
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**APPENDICES**

- Appendix I: SF 424
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## **ES-05 Executive Summary**

### **1. Introduction**

The City of San Antonio's Consolidated Annual Action Plan is designed to be a collaborative process allowing residents to establish a unified vision for community development actions. It offers the residents of San Antonio the opportunity to shape various housing and community development programs into an effective, coordinated set of strategies that addresses needs without duplicating programs.

### **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

Objectives identified in the Consolidated Annual Action Plan/Budget will implement the goals of the Five Year Consolidated Plan. The objectives provide specific actions to expand and preserve affordable housing, revitalize low and moderate income neighborhoods, and promote fair housing choices. Outcomes from these objectives will result in increased affordable housing units through rehabilitation construction, improved property values near areas of strategic investment in public infrastructure, and expanded job opportunities to sustain neighborhoods. The plan also provides community and supportive services for the homeless, low and moderate income persons, and those with special needs. The plan promotes self-sufficiency, financial literacy, and wealth building.

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

From October 1, 2010 to September 30, 2011, the City made significant investments instrumental in advancing San Antonio's community development through the use of its Community Development Block (CDBG), HOME, Emergency Solutions (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) entitlement grants. As reported in the Consolidated Annual Performance Evaluation Report for Program Year 2010, the City:

- Rehabilitated 39 owner-occupied single-family units
- Expanded the number of affordable multi-family units through rehabilitation and new construction by 17 units
- Assisted 67 households with down payment assistance
- Inspected 357 housing units for health/safety code violations
- Provided assistance to 1,170 persons with HIV/AIDS
- Provided assistance to 6,748 homeless persons
- Completed 17 public infrastructure and community facility improvements
- Provided technical assistance to 56 businesses

In addition to the entitlement grant programs listed above, the City has also promoted and advanced its community development activities through the City's HUD 108 Loan Program, CDBG-R Funding, and its Neighborhood Stabilization Program.

In FY 2006, the City of San Antonio received a \$57 million HUD 108 Loan to provide funding for economic development, housing rehabilitation, public facilities rehab, and construction to benefit low to moderate income persons and/or areas. In addition, the City has accrued \$4.2 million in interest income allocated to eligible projects. The Section 108 Loan Program has funded 146 CDBG eligible projects designed to primarily address infrastructure and revitalization needs in the community. Through June 30, 2012, the City had expended \$50.7 million and completed 123 projects.

In 2009, the City of San Antonio received \$3.9 million in CDBG-R funds as part of the American Recovery and Reinvestment Act of 2009 to provide funding for housing and community development projects in areas hardest hit by the economic crisis. Through June 30, 2012, \$3.9 million, or 100% has been expended. FY 2012 was the final year of the CDBG-R Program. The CDBG-R Program provided:

- Weatherization improvements to 139 rental housing units
- Minor repairs to 42 senior citizen single family homes
- Improvements to 8 area neighborhood facilities
- Façade improvements to 5 local businesses in targeted inner city areas
- Completion of 8 capital improvement projects

In 2008, the City of San Antonio was also a recipient of \$8.6 million in Neighborhood Stabilization Program (NSP 1) funds to assist with the purchase of foreclosed or abandoned homes and to rehabilitate, resell, or redevelop these homes in order to stabilize neighborhoods. Through June 30, 2012, the City has expended \$8.3 million on NSP eligible activities. The following reflects the impact of the program to-date:

- Rehabilitation of 40 affordable rental units
- Construction of 257 new affordable rental units
- Acquisition and Rehabilitation of 25 foreclosed single family properties
- Construction of 1 new single family property
- Sale of 20 single family homes
- Down payment and/or closing cost assistance provided to 19 households

#### **4. Summary of citizen participation process and consultation process**

The City of San Antonio began its citizen participation and consultation process in April, 2012. On April 18 and June 21, 2012, public hearings were conducted at City Council chambers to

allow public involvement in the plan development process and comments on the proposed budget. Information regarding the dates, times, and locations for the public hearings as well as anticipated program resources were published in the San Antonio Express News, the local paper of general circulation, a minimum of two weeks prior to the scheduled public hearings. In addition, notices were posted on the City's website. The Office of Grants Monitoring and Administration supplemented this process by emailing additional notices to a list of interested citizens, organizations, and stakeholders. All public notices included information regarding the accessibility to the Municipal Plaza Building and instructions on obtaining interpreters for the deaf. A bilingual staff person was also in attendance to provide translating services.

**5. Summary of public comments**

The San Antonio City Council received numerous comments and views from citizens in support of various projects and programs. City Council attempted to fund programs that addressed priority needs in the community while keeping with the mission of the Five Year Consolidated Plan based on public input, applications received through the request for proposal process, and staff recommendations.

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

The majority of comments received were in support of projects funded in the FY 2012 Action Plan. Due to limited funding and the priorities of City Council and the Consolidated Plan, the City was not able fund all requests. See attached public comments received during the April 18 and June 21, 2012 public hearings.

## PR-05 Lead & Responsible Agencies

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

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

Agency Role	Name	Department/Agency
Lead Agency	San Antonio, Texas	City of San Antonio, Grants Monitoring and Administration

**Table 1 – Responsible Agencies**

### Consolidated Plan Public Contact Information

Tadd G. Wille, Grants Administrator  
 City of San Antonio Office of Grants Monitoring and Administration  
 1400 S. Flores, Unit 3  
 San Antonio, Texas 78204  
[communitydevelopment@sanantonio.gov](mailto:communitydevelopment@sanantonio.gov)  
 (210) 207-6600

## **AP-10 Consultation**

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

The City of San Antonio is in constant contact with various agencies to ensure funding priorities are in line with current community development goals. Specifically, the City's various departments, including the City Manager's Office, Office of Grants Monitoring and Administration, Center City Development Office, Department of Planning and Community Development, and Department of Human Services maintain communication with the San Antonio Housing Authority and numerous Community Housing Development Organizations (CHDO). Monthly meetings are held with CHDO organizations to discuss relevant trends in the local affordable housing market. The City is involved in ongoing discussions with the San Antonio Housing Authority (SAHA) regarding Public Housing Authority priorities and needs and most recently supported a SAHA Choice Grant Application. In the development of the FY 2013 Annual Action Plan, the Quality of Life Committee, consisting of four (4) City Council members, was consulted in a public setting. The City has also recently begun a HUD Technical Assistance process which will involve integrated efforts by multiple city departments, private agencies, and CHDOs to identify priorities and ensure community needs are effectively addressed over the next funding cycle.

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

The South Alamo Regional Alliance for the Homeless (SARAH) was founded on December 6, 2005. Historically, the majority of SARAH Board of Directors members have been Supportive Housing Program (SHP) providers. Much of SARAH's focus until recently has been on the SHP Notice of Funding Availability (NOFA), Point-in-Time (PIT), Summer Homeless Fair and Christmas Under the Bridge (CUB). The City of San Antonio (COSA) has been the Lead Agency for the San Antonio/Bexar County CoC for HOPWA, ESG and SHP funds. COSA has worked on linking federal and general fund housing dollars to meet the needs of the community.

On March 2, 2012 COSA released the Consolidated Funding Request for Proposals (RFP) for CDBG Public Service, ESG, HOPWA and General Fund. COSA is focusing on using ESG dollars to fund rapid re-housing and homeless prevention projects. Non-profit agencies had 30 days to respond to the RFP which closed on April 3, 2012.

On March 21, 2012, COSA conducted a presentation to the SARA, the San Antonio/Bexar County CoC, concerning the ESG and their increasing role. The presentation was an overview of the ESG expectations, Federal Register/Vol. 76 No. 233/December 5, 2011, Federal Register/Vol. 77 No. 18/January 27, 2012, as well as the U.S. Interagency Council on Homelessness (USICH) Opening Doors Plan. SARA was informed that COSA is working on the Substantial Amendment required to access the second allocation of FY 2011 ESG funding. Information as to who can be an ESG recipient was shared with SARA and how local agencies could be sub-recipients.

COSA discussed the eligible programs such as rapid re-housing, homeless prevention, The Homeless Management Information System (HMIS), and emergency shelter and street outreach. COSA emphasized HUD's direction to rapidly re-house people who are on the streets, were evicted or released from institutional care. At this presentation, COSA did not consult with SARA to determine how to apportion the second allocation of 2011 ESG funds for eligible activities/projects due to a conflict of interest. Currently the steering committee consists of 9 general directors, Continuum of Care (CoC) staff, and 4 Board of Director Officers. The steering committee submitted an RFP for funding, on behalf of SARA, thus making it a conflict of interest to include any members of the CoC in the allocation recommendation process. Discussed further below is the redesign of the CoC in order to remedy the current conflict of interest for future ESG funds awarded to the City. At the end of the presentation COSA requested that a consumer be appointed to the SARA Board, and that SARA assign 3 sub-committees to: determine ESG allocations, enhance written performance standards, and develop funding policies and procedures.

Being that much of the ESG information presented to the SARA Board of Directors was very new, COSA has committed to hiring a consultant to work with SARA to develop performance standards for activities/projects and to provide guidance regarding the future project allocation process.

On June 11, 2012 COSA, Bexar County and SARA Board members finalized the redesign of the SARA Board. On July 12, 2012 COSA Department of Human Services staff attended the SARA general meeting. This meeting was held to amend the existing SARA Bylaws to form the new SARA Board of Directors and also approve having sub-committees address all ESG expectations as per the HEARTH Act within 90 days. The COSA ESG Liaison will assist SARA Board of Directors to establish a sub-committee to implement and make recommendations to the SARA Board of Directors.

- 3. 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. Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?**

**San Antonio Housing Authority**

The City of San Antonio meets regularly with the San Antonio Housing Authority (SAHA) to discuss projects underway as well as potential projects that would benefit the City's low-to-moderate income residents. The City's Annual Action Plan provides \$1.3 million in HOME funding to SAHA for a San Juan Phase III project for construction of an affordable 252 unit multi-family complex on 17 acres of land in the City's Council District 5.

**Community Housing Development Organizations (CHDO)**

Alamo Area Mutual Housing Association, Avenida Guadalupe Association, Habitat for Humanity of San Antonio, Housing and Community Services, Merced Housing Texas, Neighborhood Housing Services, and San Antonio Alternative Housing Corporation are currently the City of San Antonio's Community Housing Development Organizations (CHDO). The City of San Antonio meets monthly with all of its CHDOs to discuss projects underway, potential projects, affordable housing needs, and to discuss relevant trends in the local affordable housing market. In an effort to improve coordination and consultation with its CHDOs further, the City also has initiated a HUD Technical Assistance process to identify ways the City can to more fully integrate the efforts of multiple city departments, private agencies, and CHDOs and ensure community needs and priorities are effectively addressed. The Annual Action Plan includes \$1.3 million in HOME funds for Habitat for Humanity to be utilized for the acquisition of land and development of infrastructure for construction of 38 affordable single-family homes.

**Haven for Hope**

Haven for Hope assisted the City of San Antonio and in the development of the FY 2013 Action Plan by reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs. These needs were then considered when determining funding allocations for homeless programs. The City of San Antonio will continue to collaborate with Haven for Hope to ensure the needs of homeless individuals are met.

**City of San Antonio (Various Departments)**

The Office of Grants Monitoring is in constant contact with various City Departments to ensure funding priorities are in line with current community development goals. Specifically, the Office of Grants Monitoring meets regularly with the City Manager's Office, Planning and Community Development Department, Public Works Department, Capital Improvement Management Services Department, Center City Development Office, and the Department of Human Services.

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

The City of San Antonio recognizes the integration of transportation, education, health, housing, community organizations and related social services are an integral part of developing the Consolidated Five Year Plan and the Annual Action Plan. As many agencies as possible were consulted in the Annual Action Plan process. The City is currently participating in a One CPD HUD Technical Assistance process lead by the Cloudburst Consulting Group who will lead a refocusing effort in developing a new Five Year Consolidated Plan and Annual Action Plan for FY 2014. This process will also include the identification of all stakeholders needing to be included in the Annual Action Plan consultation process.

**5. Describe other local/regional/state/federal planning efforts considered when preparing the Plan.**

<b>Name of Plan:</b>	Continuum of Care
<b>Lead Organization:</b>	South Alamo Regional Alliance for the Homeless (SARAH)
<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>	
<p>The Continuum of Care (CoC) goal of "To plan and promote efficient and effective approaches to the delivery of services to homeless people and those at risk of becoming homeless in San Antonio and Bexar County" overlaps with the Strategic Plan goal of Community and Supportive Services.</p> <p>The objectives for the CoC to meet the goal are:</p> <ul style="list-style-type: none"> <li>• Identify the scope of the homeless problem in Bexar County</li> <li>• Prioritize service needs for the homeless population in the San Antonio/Bexar County area</li> <li>• Identify the service gaps in the continuum of available services</li> <li>• Develop strategies to eliminate gaps in service</li> <li>• Develop and implement plans and timelines to make new services available to the community</li> <li>• Foster the development and implementation of community-wide advocacy, action and activity in response to emerging needs and issues of the target population</li> <li>• Develop and implement a community plan to streamline access to service</li> <li>• Enhance service integration, interagency collaboration and effective service coordination by providing regular opportunities for service providers to develop and enhance professional relationships, communications, and interagency networking</li> <li>• Identify and continuously update information on available community resources</li> <li>• Organize and coordinate training for service providers on needs of the homeless and those at risk of homelessness, available services, and methods of access</li> <li>• Provide technical assistance to participating organizations</li> <li>• Outreach to agencies and organizations who are not active member Active Members and foster their participation</li> </ul>	

**6. Describe the means of cooperation and coordination among the state and any units of general local government in the metropolitan area in the implementation of its Consolidated Plan (91.220(I)).**

The City of San Antonio has cooperated with the State of Texas through the Texas Department of Housing and Community Affairs by creating a Multi-Family Tax Credit Set Aside in the HOME program for FY 2013. The intent of the set aside is to ensure local funding availability for affordable housing projects that receive competitive 9% tax credits. The coordination allows for suitable gap financing of affordable housing projects to serve the City's high priority low income resident needs.

## **AP-12 Participation**

### **1. Summary of citizen participation process/efforts made to broaden citizen participation.**

#### **Summarize citizen participation process and how it impacted goal-setting.**

The City of San Antonio began its citizen participation and consultation process in April, 2012. On April 18 and June 21, 2012, public hearings were conducted at City Council chambers to allow public involvement in the plan development process and comments on the proposed budget. Information regarding the dates, times, and locations for the public hearings as well as anticipated program resources were published in the San Antonio Express News, the local paper of general circulation, a minimum of two weeks prior to the scheduled public hearings. In addition, notices were posted on the City's website. The Office of Grants Monitoring and Administration supplemented this process by emailing additional notices to a list of interested citizens, organizations, and stakeholders. All public notices included information regarding the accessibility to the Municipal Plaza Building and instructions on obtaining interpreters for the deaf. A bilingual staff person was also in attendance to provide translating services.

Throughout the citizen participation process, public and private agencies were consulted and given opportunities to provide input and apply for funding. On March 2, 2012, the City released a Request for Application (RFA) for agencies seeking funding under the HOME program. In addition, a 30-day Request for Proposal (RFP) was released for the Consolidated Human and Workforce Development Services, which includes ESG, HOPWA and CDBG Public Service Activities. An evaluation process occurred whereby each agency /organization was scored according to the scope of services outlined in the RFA and RFP.

In compliance with Federal regulations, the proposed Annual Action Plan/Budget was available for citizen review and comment a minimum of 30-days prior to City Council's adoption. A notice of the Annual Action Plan/ Budget was published in the local newspaper of general circulation. The 30-day comment period was noticed for May 21 through June 21, 2012. This advertisement also provided the locations where the documents could be reviewed; including the Office of Grants Monitoring and Administration, the Department of Human Services, and the Central Library. All notices were also posted on the City's web site at [www.sanantonio.gov/gma](http://www.sanantonio.gov/gma).

The San Antonio City Council received numerous comments and views from citizens regarding support for various projects and programs. City Council attempted to fund programs that addressed priority needs in the community while keeping with the mission of the Five Year Consolidated Plan based on public input, applications received through the request for proposal process, and staff recommendations.

The City Council approved the Annual Action Plan on June 21, 2012. Not all projects requesting funding were awarded funds due to a reduction in the annual allocation. However, several

city initiatives to support the ICR/IP, re-investment plan areas, and corridor plans were adopted.

**Citizen Participation Outreach**

<b>Mode of Outreach:</b>	Newspaper Ad (Two advertisements)
<b>Target of Outreach:</b>	Non-targeted/broad community
<b>Summary of response/attendance, comments received and comments not accepted and reasons.</b>	
No comments received.	

<b>Mode of Outreach:</b>	Internet Outreach ( <a href="http://www.sanantonio.gov/gma">www.sanantonio.gov/gma</a> )
<b>Target of Outreach:</b>	Non-targeted/broad community
<b>Summary of response/attendance, comments received and comments not accepted and reasons.</b>	
No comments received.	

<b>Mode of Outreach:</b>	Public Meeting
<b>Target of Outreach:</b>	Non-targeted/broad community
<b>Summary of response/attendance, comments received and comments not accepted and reasons.</b>	
<p>Representatives from five agencies seeking funding for various projects spoke at the public hearing.</p> <p>Comments were received in support of HOME funding for the Habitat for Humanity Infill Housing Project and San Antonio Housing Authority's San Juan Homes Phase III project. In addition, comments were received from the Ella Austin Community Center in support of their funding request for facility improvements. Comments were also received from Project MEND and League of United Latin American Citizens (LULAC), both of whom applied for CDBG Public Service funding through the Consolidated Human Workforce and Development Request for Proposal process.</p> <p>Comments were accepted from Habitat for Humanity, San Antonio Housing Authority and Ella Austin Community Center and these projects have been recommended for funding. CDBG Public Service project allocations will be determined by City Council in September 2012. Not all projects requesting funding were awarded funds due to a reduction in the annual allocation.</p>	

<b>Mode of Outreach:</b>	Public Meeting
<b>Target of Outreach:</b>	Non-targeted/broad community
<b>Summary of response/attendance, comments received and comments not accepted and reasons.</b>	
<p>Representatives from five agencies seeking funding for various projects spoke at the public hearing. In addition, one citizen provided comments relating to the proposed project recommendations.</p> <p>Comments were received in support of HOME funding for the Habitat for Humanity Infill Housing Project and San Antonio Housing Authority's San Juan Homes Phase III project. In addition, The NRP Group spoke in support of the multi-family tax credit set aside and comments were received from the Ella Austin Community Center in support of their funding request for facility improvements. Comments were also received from the Society of St. Vincent de Paul who applied for CDBG Public Service funding through the Consolidated Human Workforce and Development Request for Proposal process.</p> <p>Comments were accepted from Habitat for Humanity, San Antonio Housing Authority, The NRP Group and Ella Austin Community Center and these projects have been recommended for funding. CDBG Public Service project allocations will be determined by City Council in September 2012. Not all projects requesting funding were awarded funds due to a reduction in the annual allocation.</p>	

## AP-15 Expected Resources

### Introduction

Entitlement grant resources totaling \$19,497,843 are planned during the next fiscal year (October 1, 2012 - September 30, 2013) to address obstacles to meet underserved needs, foster decent housing, provide public housing improvements and resident initiatives, reduce the number of persons below the poverty line, develop institutional structures, and enhance coordination between public and private housing and social service agencies. The results of these activities will be reported in the Consolidated Annual Performance Evaluation Report to be published in December 2013.

### Anticipated Resources

Program	Source	Potential Uses of Funds	Annual Allocation	Program Income	Prior Year Resources	Total
CDBG	public - federal	Acquisition, Admin and Planning, Economic Development, Housing, Public Improvements, Public Services	11,559,540	396,343	686,009	12,641,892
HOPWA	public - federal	Permanent housing in facilities, Permanent housing placement, Short term or transitional housing facilities, STRMU, Supportive services, TBRA	1,187,881	0	0	1,187,881
HOME	public - federal	Acquisition, Homebuyer assistance, Homeowner rehab, Multifamily rental new construction, Multifamily rental rehab, New construction for ownership, TBRA	3,872,708	650,000	0	4,522,708
ESG	public - federal	Conversion and rehab for transitional housing, Financial Assistance, Overnight shelter, Rapid re-housing (rental assistance), Rental Assistance Services, Transitional housing	1,145,362	0	0	1,145,362

**Table 2 - Expected Resources – Priority Table**

**Other Resources (Leveraged Funds)**

Program	Source	Uses of Funds	Allocation	Total
Tax Credits	public - state	Multifamily rental new construction	9,412,551	9,412,551
Tax Exempt Bond Proceeds	public - state	Multifamily rental new construction	11,975,000	11,975,000
Other	private	New construction for ownership	2,090,000	2,090,000
Other	private	Rapid re-housing (rental assistance)	383,558	383,558
Other	public - federal	Multi-family rental new construction	2,900,000	2,900,000
Other	public - local	Admin and Planning Overnight shelter Services	360,902	360,902
Other	public - local	Multifamily rental new construction	2,575,143	2,575,143
Other	public - local	Other	400,902	400,902

**Table 3 - Other Resources – Priority Table**

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

The Annual Action Plan identifies as many other resources as possible for community development programs. Many of these funding sources may provide leverage from private and public sources for the projects listed in the Annual Action Plan. Funds may be available to sub-recipients through the following federal and state programs:

*Formula/Entitlement Programs:*

1. Public Housing Comprehensive Grant
2. Neighborhood Stabilization Program

*Competitive Programs:*

1. HOPE
2. Supportive Housing

3. Safe Havens
4. Rural Homeless Housing
5. Section 202 Elderly
6. Section 811 Handicapped
7. Moderate Rehabilitation Single Room Occupancy (SRO)
8. Rental Vouchers and Certificates
9. Public Housing Development
10. Public Housing CIAP
11. Low Income Housing Tax Credits (LIHTC)
12. Texas State Housing Trust Fund
13. American Recovery and Reinvestment Act (multiple)
14. Lead Hazard

A summary of specific funding sources have been identified to leverage federal entitlement funds by project. Funding sources for HOME projects will be utilized to meet the HOME match requirement. Many of these funding sources are not controlled by HUD or the City of San Antonio, however, they provide leverage from private and public sources for the projects listed in the Annual Action Plan.

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

Not applicable.

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Goal Name	Category	Needs Addressed	Funding	Goal Outcome Indicator
(H3) Expand and preserve affordable housing	Affordable Housing	Housing (H)		Homeowner Housing Added: 11 Household Housing Unit
(H1) Assist LMI renter-households	Affordable Housing	Housing (H)		Direct Financial Assistance to Homebuyers: 70 Households Assisted
(H2) Assist LMI owner-occupied households	Affordable Housing	Housing (H)		Homeowner Housing Rehabilitated: 28 Household Housing Unit
(H4) Assist LMI households with minor repair	Affordable Housing	Housing (H)		Homeowner Housing Rehabilitated: 17 Household Housing Unit
(H5) Increase number of rehabilitated rental units	Affordable Housing	Housing (H)		Rental units rehabilitated: 365 Household Housing Unit
(H6) Increase efforts to address lead hazards	Affordable Housing	Housing (H)	CDBG: \$510,000	Rental units rehabilitated: 114 Household Housing Unit Homeowner Housing Rehabilitated: 108 Household Housing Unit
(H7) Increase preservation of historic properties	Affordable Housing	Housing (H)		Homeowner Housing Rehabilitated: 5 Household Housing Unit
(FH1) Update Analysis of Impediments	Fair Housing	Fair Housing (FH)		Not applicable – Completed in FY 2011
(FH2) Process and mediate fair housing complaints	Fair Housing	Fair Housing (FH)	CDBG: \$202,931	Other: 500 Other
(FH3) Conduct outreach on fair housing choice	Fair Housing	Fair Housing (FH)	CDBG: \$202,931	Other: 30 Other
(FH4) Review permits to ensure ADA compliance	Fair Housing	Fair Housing (FH)	CDBG: \$202,931	Other: 24 Other

Goal Name	Category	Needs Addressed	Funding	Goal Outcome Indicator
(FH5) Update the Affirmative Marketing Plan	Fair Housing	Fair Housing (FH)		Not applicable – Completed in FY 2011
(CSS1) Provide assistance to persons with HIV/AIDS	Non-Homeless Special Needs	Community and Supportive Services (CSS)	HOPWA: \$1,152,245	HIV/AIDS Housing Operations: 1175 Household Housing Unit
(CSS2) Provide assistance to homeless persons	Homeless	Community and Supportive Services (CSS)	ESG: \$1,059,460	Homeless Person Overnight Shelter: 4210 Persons Assisted
(CSS3) Provide assistance to LMI and special needs	Non-Homeless Special Needs	Community and Supportive Services (CSS)	CDBG: \$1,286,542	Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
(CSS4) Provide capacity building to organizations	Non-Housing Community Development	Community and Supportive Services (CSS)		Community Development Summit will not be held this year
(CSS5) Provide code compliance inspections	Non-Housing Community Development	Community and Supportive Services (CSS)	CDBG: \$157,861	Housing Code Enforcement/Foreclosed Property Care: 300 Household Housing Unit
(PCF1) Improvements to public/community facilities	Non-Housing Community Development	Public and Community Facility Improvements (PCF)	CDBG: \$2,757,192	Other: 58 Other
(PCF2) Remove barriers in city-owned facilities	Non-Housing Community Development	Public and Community Facility Improvements (PCF)		Program not funded for FY 2013
(PCF3) Section 108 Loan Guarantee	Non-Housing Community Development	Public and Community Facility Improvements (PCF)	CDBG: \$4,741,041	HUD 108 loan payment will be made in the amount of \$4,741,041

Goal Name	Category	Needs Addressed	Funding	Goal Outcome Indicator
(ED1) Provide technical assistance to businesses	Non-Housing Community Development	Economic Development (ED)	CDBG: \$125,000	Facade treatment/business building rehabilitation: 9 Business
(ED2) Certify Section 3 businesses & individuals	Section 3 Outreach	Economic Development (ED)		Other: 60 Other
(ED3) Implement comprehensive rezoning	Rezoning	Public and Community Facility Improvements (PCF)		Other: 100 Other
(ED4) Conduct EZ outreach to businesses	Non-Housing Community Development	Economic Development (ED)		Empowerment Zone program no longer funded

**Table 4 – Goals Summary**

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b).**

During FY 2013, a minimum of 582 extremely low-income, low-income, and moderate-income families will be provided affordable housing as defined by HOME 91.215(b). In addition, funding has been set aside for potential multi-family tax credit projects. Once HOME funding has been awarded to specific tax credit projects, additional affordable housing units are anticipated.

## AP-35 Projects

### Introduction

Summaries of the eligible programs or activities that will take place during the program year that address the City’s priority needs and specific objectives are detailed in the individual project descriptions below.

The Office of Grants Monitoring and Administration (GMA) captures the accomplishments of its subrecipients through a reporting process which requires subrecipients to report on the beneficiaries of HUD funded projects. Accomplishments of each project will be recorded in a quantitative manner that measures productivity by addressing the following categories:

#### *Objectives*

1. Creating Suitable Living Environments
2. Providing Decent Affordable Housing
3. Creating Economic Opportunities

#### *Outcomes*

1. Availability/Accessibility
2. Affordability
3. Sustainability

### Project Summary Information

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) HUD 108 Loan Repayment	(PCF3) Section 108 Loan Guarantee		Public and Community Facility Improvements (PCF)	CDBG: \$4,741,041
Description	In FY 2006, the City of San Antonio received a \$57 million HUD 108 Loan to provide funding for economic development, housing rehabilitation, public facilities rehabilitation, construction or installation for the benefit of low to moderate income persons. Each year approximately \$4.8 million of the CDBG entitlement is set aside for debt service to the Section 108 Guaranteed Loan which becomes due on August 1, 2025.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Public Service - Youth Programs	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$681,056
Description	CDBG funds will be used for youth programs located throughout the City of San Antonio. These programs will be identified and awarded allocations by City Council in September 2012. Once individual projects have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Programs for Disabled	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$223,752
Description	CDBG funds will be used for programs for the disabled located throughout the City of San Antonio. These programs will be identified and awarded allocations by City Council in September 2012. Once individual projects have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Food Programs	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$331,671
Description	CDBG funds will be used for food programs offered throughout the City of San Antonio. These programs will be identified and awarded allocations by City Council in September 2012. Once individual projects have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Shelter Programs	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	CDBG: \$50,063
Description	CDBG funds will be used for shelter programs located throughout the City of San Antonio. These programs will be identified and awarded allocations by City Council in September 2012. Once individual projects have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Public Service - Parks and Rec Summer Youth Program	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$199,782
Description	The Summer Youth Program at Community Centers is an eight week, structured, supervised program, offered at multiple community centers throughout the city, which features recreation activities, active games, sports and more. A weekly enrichment program will also instruct participants with advanced art projects and science experiments along with a fitness and wellness component. The program follows self-monitored guidelines, which will limit the number of participants per site. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Parks and Rec Community Center Summer Extended Hours	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$72,640
Description	CDBG funds will be used for Temporary Personnel Services for staff at multiple Community Centers in low/moderate income areas throughout the city. This program will allow for expansion of the traditional summer recreation programs to operate into the evening hours. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Parks and Rec Summer Outdoor Pools	(CSS3) Provide assistance to LMI and special needs		Community and Supportive Services (CSS)	CDBG: \$76,557
Description	CDBG funds will provide for Temporary Personnel Services to staff the operation of public swimming pools located in CDBG-eligible areas. The days of operation will extend from five to six days per week from the first weekend in June through the first weekend in August. All project activity will be completed by September 30, 2013.			
(CDBG) Public Service - Code Enforcement Services	(CSS5) Provide code compliance inspections		Public and Community Facility Improvements (PCF)	CDBG: \$157,861
Description	CDBG funds will be used to support (4) Compliance Investigators associated with code enforcement, rehabilitation, and revitalization efforts in blighted CDBG eligible neighborhoods. This budget does not provide for the cost of correcting code violations. All project activity will be completed by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Facility Improvements - Ella Austin Community Center	(PCF1) Improvements to public/community facilities	Dignowity Hill - Strategy area Inner City Reinvestment/Infill Policy Area - Local Target area	Public and Community Facility Improvements (PCF)	CDBG: \$500,000
Description	CDBG funds will be utilized for facility improvements to the Ella Austin Community Center which provides community services including early childhood development and senior services. The project is anticipated to be complete by September 30, 2013.			
(CDBG) Housing Activities - PCD Program Delivery (Housing Rehabilitation)	(H2) Assist LMI owner-occupied households (H3) Expand and preserve affordable housing (H5) Increase number of rehabilitated rental units (H6) Increase efforts to address lead hazards		Housing (H)	CDBG: \$907,236
Description	The Planning & Community Development Department's Housing Program Delivery is funded from CDBG resources. The overall budget includes funding for CDBG staff as well as supports various housing activities including the Rental Rehabilitation Program, Owner Occupied Rehabilitation Program, Lead Based Paint Hazard Control Program, Loan Processing and Loan Servicing efforts for all housing programs as well as direct program support to run the respective programs. Funding will be used to fund staff and administration expenditure items such as personnel services, contractual services, commodities, other expenditure items, and capital outlay. All project activity will be complete by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Housing Activities - Lead Based Paint Hazard Control	(H6) Increase efforts to address lead hazards		Housing (H)	CDBG: \$510,000
Description	This program addresses lead hazards in single-family homes built prior to January 1, 1978, for low-income families with children under the age of six who live or spend six hours or more (over a period of two days) in the household. Services are provided city-wide through a lead program administered by the Planning and Community Development Department using CDBG funds. Lead hazard control work typically involves a combination of interim controls and abatement. All project activity is anticipated to be complete by September 30, 2013.			
(CDBG) Neighborhood Revitalization - Operation Facelift Facade Improvement Program	(ED1) Provide technical assistance to businesses	Inner City Reinvestment/Infill Policy Area - Local Target area	Economic Development (ED)	CDBG: \$125,000
Description	CDBG funding will support Operation Facelift which is a façade improvement program that provides funding for exterior improvement projects of commercial buildings. The purpose of the program is to reverse the deterioration of commercial structures in targeted areas and stimulate new, private investment and economic growth. All project activity is anticipated to be complete by September 30, 2013.			
(CDBG) Neighborhood Revitalization - Railroad Quiet Zone in CD 1	(PCF1) Improvements to public/community facilities	Inner City Reinvestment/Infill Policy Area - Local Target area	Public and Community Facility Improvements (PCF)	CDBG: \$257,192
Description	CDBG funding will be utilized for installation of Quiet Zone safety improvements at twelve (12) railroad crossings in the Austin Subdivision. Project is anticipated to be complete by September 30, 2013.			
(CDBG) Neighborhood Revitalization - Education Initiative Facility	(PCF1) Improvements to public/community facilities		Public and Community Facility Improvements (PCF)	CDBG: \$2,000,000
Description	CDBG funding will be leveraging City funds to acquire, rehabilitate and/or construct an education facility for low/moderate income residents. Project is anticipated to be complete by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Administration - Office of Grants Monitoring and Administration				CDBG: \$1,088,793
Description	<p>The Office of Grants Monitoring and Administration has the primary responsibility for the planning, organizing, implementation and monitoring of the City's Community Development Block Grant (CDBG). In addition, GMA staff coordinates the activities of other supporting City departments responsible for implementing required procedures to ensure City compliance with specific U.S. Department of Housing and Urban Development (HUD) and other federal regulations. CDBG funds will be used to support full time staff and administrative costs associated with the monitoring and oversight of the CDBG program and other related Consolidated Plan activities. Administration activity will be completed by September 30, 2013.</p>			
(CDBG) Administration - City Attorney's Office				CDBG: \$201,401
Description	<p>CDBG funds will support salaries for two (2) Attorneys. The City Attorney's CDBG Section negotiates and prepares specialized contracts and exhibits required in CDBG revitalization and housing activities, loan documents, and long term lease agreements with non-city entities for use of CDBG funded property. Staff also prepares and reviews legal documents related to CDBG and HOME housing-related projects. The Code Compliance Attorney will prosecute criminal code compliance cases; advise city departments on legal matters and assist in formulating strategies to address quality of life issues; provide legal advice to City Council; respond to media requests regarding ongoing litigation matters; attend community meetings; train support staff and code compliance officers; defend DSDB (Dangerous Structure Determination Board) appeals; coordinate with DART (Dangerous Assessment Response Team) to abate nuisance cases by filing civil suits; and work with the police and community leaders to develop proactive, creative solutions to neighborhood problems such as unsafe buildings, code violations, prostitution, alcohol offenses, and transient crimes in CDBG eligible areas. Administration activity will be completed by September 30, 2013.</p>			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Administration - Planning and Community Development				CDBG: \$314,916
Description	<p>The Community Development Planning Administration program of the Department of Planning and Community Development performs demographic and land use planning and analysis to support several important community investment programs. These programs include but are not limited to the preparation of a housing plan, infill housing design guidelines, strategic work plans, processing plan and zoning amendments, providing customer service related to land use and zoning, and the coordination of reinvestment activities in identified reinvestment plan/strategy areas as well as new development activities in CDBG eligible areas.</p> <p>This program is consistent with the goals of the City's FY 2010-2014 Consolidated Plan: "to promote economic development opportunities, stabilize neighborhoods through the investment in public facilities and infrastructure, and expand and preserve affordable housing opportunities for low and moderate income persons." This work program supports the implementation of the City's Strategic Plan for Community Development (SPCD).</p> <p>The Community Development Planning Administration program will have a substantial impact on the City's ability to revitalize and redevelop many of its older neighborhoods, facilitate the establishment of new neighborhoods, support infill opportunities, and create opportunities to attract higher paying jobs for low and moderate income citizens. All administration activity will be completed by September 30, 2013.</p>			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(CDBG) Administration - Human Services	(FH2) Process and mediate fair housing complaints (FH3) Conduct outreach on fair housing choice (FH4) Review permits to ensure ADA compliance		Fair Housing (FH)	CDBG: \$202,931
Description	<p>Funds will be used to provide administrative support to the City's Fair Housing Program. The U.S. Department of Housing and Urban Development (HUD) requires local compliance with the Fair Housing Act (Public Law 90-824) as amended and Executive Order 11603, as amended by Executive Order 12259, to further fair housing issues. In its annual application for CDBG and HOME Entitlement funds, the City must certify that it will continue to implement necessary actions to affirmatively further fair housing opportunities. The Fair Housing Administration funding allows staff to investigate and mediate Fair Housing and Tenant-Landlord complaints. The program monitors housing discrimination practices, and encourages voluntary compliance to City, State, and Federal Fair Housing laws. Program staff is charged with providing Fair Housing/Tenant-Landlord educational opportunities and outreach activities. The Fair Housing Program has also partnered with the City of San Antonio's Development Services Department and the Disability Access Office, in checking and inspecting new construction plans of multi-family housing. Inspections include compliance with the Fair Housing Accessibility Requirements and Section 504 of the Rehabilitation Act of 1973 Accessibility Standards. The program will also assist in monitoring the Affirmative Marketing Plan requirements for multi-family developments. Administration activity will be completed by September 30, 2013.</p>			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(HOME) Multi-Family New Construction Set-Aside	(H5) Increase number of rehabilitated rental units		Housing (H)	HOME: \$1,484,307
Description	HOME funds are to be awarded to multi-family projects that receive tax credits in FY 2013. The funds will be used to assist in the construction of HOME units. All HOME units are designated for clients at or below 80% of the Area Median Income. Funds are to be provided as low-interest loans to the developers and in return, the HOME units are to remain affordable for a period of 20 years. Once multi-family tax credit projects have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of rental units constructed. An anticipated project completion date will be provided once a project has been identified.			
(HOME) San Antonio Housing Authority - San Juan Phase III	(H5) Increase number of rehabilitated rental units	Inner City Reinvestment/Infill Policy Area - Local Target area	Housing (H)	HOME: \$1,351,130
Description	HOME funds will be utilized to assist in the construction of a 252 multi-family development on 17 acres of land. Of the 252 units, 27 will be HOME assisted units. All project activity is anticipated to be complete by September 30, 2014.			
(HOME) Habitat for Humanity of San Antonio - San Antonio Infill Housing	(H3) Expand and preserve affordable housing	Inner City Reinvestment/Infill Policy Area - Local Target area	Housing (H)	HOME: \$1,300,000
Description	HOME funds will be utilized for the acquisition of land and development of infrastructure in order to construct 38 affordable single-family homes. All project activity is anticipated to be complete by December 31, 2014.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(HOME) Monitoring and Oversight Administration				HOME: \$387,271
Description	The Office of Grants Monitoring and Administration (GMA) has the primary responsibility for the planning, organizing, implementation and monitoring of the City's Home Investment Partnership Program (HOME). In addition, staff coordinates the activities of other supporting City departments responsible for implementing required procedures to ensure City compliance with specific U.S. Department of Housing and Urban Development (HUD) and other federal regulations. HOME funds will support staff positions to administer the HOME program. Administration activity will be completed by September 30, 2013.			
(ESG) Homeless Program - Rapid Rehousing	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	ESG: \$383,558
Description	The City will contract with subrecipients to provide permanent housing rapidly to homeless or near homeless individuals and families. These programs will be identified and awarded allocations by City Council in September 2012. Once subrecipients have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(ESG) Homeless Program - Prevention	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	ESG: \$400,902
Description	The City will contract with subrecipients and also provide case management, financial assistance and support services to individuals and families to prevent homelessness. These programs will be identified and awarded allocations by City Council in September 2012. Once subrecipients have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(ESG) Emergency Shelter	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	ESG: \$200,000
Description	The City will contract with subrecipients to provide emergency shelter and transitional housing supportive services to homeless individuals and families. These programs will be identified and awarded allocations by City Council in September 2012. Once subrecipients have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(ESG) Outreach	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	ESG: \$75,000
Description	The City will contract with sub recipients to provide recruitment services to reach the homeless population. These programs will be identified and awarded allocations by City Council in September 2012. Once subrecipients have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			
(ESG) Department of Human Services Administration	(CSS2) Provide assistance to homeless persons		Community and Supportive Services (CSS)	ESG: \$85,902
Description	The Department of Human Services provides administrative assistance to and monitors agencies that receive Emergency Solutions Grant (ESG) funds from HUD. ESG funding is used for the administrative costs to support the program. Administration activity will be completed by September 30, 2013.			
(HOPWA) Housing Assistance and Supportive Services	(CSS1) Provide assistance to persons with HIV/AIDS		Community and Supportive Services (CSS)	HOPWA: \$1,152,245
Description	The City will contract with subrecipients to provide housing, housing referrals, rental assistance and supportive services to individuals with HIV. These programs will be identified and awarded allocations by City Council in September 2012. Once subrecipients have been identified, goal outcome indicators will be updated in the IDIS Action Plan to reflect the number of persons anticipated to be assisted. All project activity will be completed by September 30, 2013.			

Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
(HOPWA) Department of Human Services Administration	(CSS1) Provide assistance to persons with HIV/AIDS		Community and Supportive Services (CSS)	HOPWA: \$35,636
Description	The Department of Human Services provides technical assistance and monitors the agencies that receive Housing Opportunities for Persons with AIDS (HOPWA) funding from Housing and Urban Development (HUD). HOPWA funding is used for administrative costs, supporting a portion of one (1) staff person. Administration activity will be complete by September 30, 2013.			

**Table 5 – Project Summary**

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

Due to a reduction in CDBG and HOME funding for FY 2013, the City focused on making improvements to city-owned facilities which serve is low-to-moderate income residents. In addition, funds will be utilized for larger catalytic projects which will be of greater impact to the community.

In an effort to identify and address underserved needs in San Antonio, the City is currently participating in a One CPD HUD Technical Assistance process lead by the Cloudburst Consulting Group who will develop a market-based, housing and community development plan, develop a community revitalization strategy, perform housing and economic market needs analysis, analyze housing and economic market conditions, and provide data and mapping assistance to perform needs analysis.

The Office of Grants Monitoring and Administration and the Department of Human Services will continue to develop new programs and initiatives, improve existing programs, and identify additional sources of funding to better serve those in need of affordable housing and related services.

## AP-50 Geographic Distribution

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

In 2010, City Council approved the Inner City Reinvestment Infill Policy (ICR/IP) to promote growth and development in the heart of the City. The core target area for allocation priorities are within the ICR/IP. The City’s goal is to invest 60% or more of CDBG and HOME funds into the ICR/IP over a five year period. This year, the City plans on funding 30% of its CDBG and HOME funds in the ICR/IP and 3% of CDBG and HOME funds in the Dignowity Hill Neighborhood Revitalization Strategy Area. Once a multi-family tax credit project is identified with funds set aside in the Annual Action Plan, those funds may also contribute to the percentage of funds allocated to the ICR/IP. In addition, the CDBG and HOME projects in the Action Plan for which locations have been identified are located in census tracts with a 90% average minority population.

### 2. Geographic Distribution

Target Area	Percentage of Funds
Inner City Reinvestment/Infill Policy Area	30%
Dignowity Hill Neighborhood Revitalization Strategy Area	3%

Table 6 - Geographic Distribution

### 3. Rationale for the priorities for allocating investments geographically

The City seeks to allocate its CDBG and HOME funds using census data demonstrating a benefit to persons of low-to-moderate income. In addition, program resources are allocated to meet housing needs in an equitable geographic distribution within the City limits through ongoing city-wide housing programs such as lead based paint abatement, owner-occupied rehabilitation, and a homeownership incentive program which benefits low-to-moderate income families. In total, the City estimates 30% of its CDBG and HOME funds in the Annual Action Plan will be allocated to the inner-city target areas. The City also estimated that 50% of CDBG and HOME Funds allocated to city-wide programs will be distributed to the inner-city target areas.

## AP-55 Affordable Housing

### Introduction

During FY 2013, the City of San Antonio’s CDBG funds will be used for lead based paint hazard control testing and abatement. At a minimum, all housing units assisted with CDBG funding must meet Section 8 Housing Quality Standards and all applicable Federal, State and local codes. CDBG housing activities require a 100% benefit to low- and moderate-income persons.

In FY 2013, the City of San Antonio’s HOME Program will provide infrastructure development to support single family new construction and funds to develop multi-family new construction. The City’s Housing Policy governs the housing activities operated by the City and its subrecipients. The City of San Antonio may also undertake additional activities, where permitted by federal regulation. Any activity that qualifies under the HOME Final Rule, sections 24 CFR 92.205-209, may be financed by the City’s HOME Program, provided it is consistent with the Consolidated Plan, the City’s Action Plan, and the City’s Housing Policy.

The City’s ESG Program for FY 2013 will provide essential services to address the needs of 4,210 homeless persons living on the street, in emergency shelters, and in transitional housing as well as help enable homeless persons to secure permanent housing.

The City’s HOPWA Program will provide housing, housing referrals, rental assistance, and supportive services to 1,175 individuals with HIV.

<b>One Year Goals for the Number of Households to be Supported:</b>	
Homeless	0
Non-Homeless	582
Special-Needs	0
<b>Total</b>	<b>582</b>

**Table 7 - One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through:</b>	
Rental Assistance	0
The Production of New Units	17
Rehab of Existing Units	495
Acquisition of Existing Units	70
<b>Total</b>	<b>582</b>

**Table 8 - One Year Goals for Affordable Housing by Support Type**

## **AP-60 Public Housing**

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

The City of San Antonio will continue to work in coordination and collaboration with the San Antonio Housing Authority (SAHA) to implement public housing. The City will continue to:

- Explore, where appropriate, the potential for restructuring public housing projects or preserving existing public housing units
- Periodically meet with representatives of SAHA and tenant groups
- Collaborate with SAHA in the construction of mixed-income apartments
- Conduct Section 3 outreach and certification at SAHA properties
- Encourage public housing residents to become more involved in management and participate in homeownership
- Support SAHA in the Choice Grant Application

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

The San Antonio Housing Authority's Development Services & Neighborhood Revitalization Department is finalizing several processes in order for homeownership opportunities to reach more Public Housing Participants. The following actions will be taken to encourage public housing residents to become more involved in management and participate in homeownership:

- Finalization of a MOU with a local non-profit to provide home buying classes to prepare potential homeowners for homeownership
- Internal pre-screening tools to identify more public housing participants who might be close to being homeownership ready
- Host more training sessions with employees
- Host several Lunch & Learns with Public Housing Participants
- Host VA Seminar to focus on making more veterans homeowners
- Host Annual Homeownership Fair
- Forming of a Homeownership Committee to target Public Housing Participants interested for homeownership

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

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities**

### **Introduction**

When the City of San Antonio first applied for and received a demonstration grant from HUD in the early 1990s, the City was advised of HUD's initiative urging agencies that serve the homeless to form a coalition. The goal of this coalition, which was called the Continuum of Care, was to offer a stream of seamless services to the homeless population to include case management, job training, counseling, housing, food, etc. In addition, the agencies involved in the coalition would interact and coordinate the services they offered and apply for HUD funding reflecting the array of services provided by in City of San Antonio and Bexar County. The Continuum of Care was established in 1992 and has grown to include 36 different agencies that serve the homeless population. Each agency operates from one to five different homeless programs. The number of programs continues to grow annually as additional grant proposals are funded through HUD and other Federal and State agencies.

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

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

The following actions will be taken by the City of San Antonio in FY 2013 to address the needs of homeless persons and homelessness prevention.

In January 2013, a Point-In-Time (PIT) count will be conducted. The PIT is an intense survey used to count the number of homeless living in San Antonio on the streets, in shelters, safe havens or in transitional housing, or in areas not meant for human habitation. The survey will be conducted by hundreds of volunteers who asked those living on the streets, as well as the residents of shelters, safe havens and transitional housing, to respond to questions related to their needs. The information collected will be compiled into a report by a local university in order to provide a thorough analysis of the local homeless population. A portion of the survey addresses the needs of those surveyed. This includes the following: housing, job training/placement, medical/dental services, Social Security Disability Insurance (SSDI), Food Stamps, mental health services, food, General Educational Development (GED) classes, clothing, transportation, emergency shelter, Temporary Assistance for Needy Families (TANF), legal assistance, Veteran's benefits, childcare, substance abuse services, life skills training, and/or HIV/AIDS assistance.

The Haven for Hope, a Texas non-profit corporation, opened a 22 acre campus in San Antonio in

June 2010. The site is located just west of downtown and provides comprehensive services to the homeless with an emphasis on treating the root causes of homelessness. The campus includes medical, dental, psychiatric illness treatment through the Mental Health Dorm, vision services, a transformation center that provides intake, case management, job training, and other educational services provided by partner agencies.

The outdoor Sleeping Courtyard, that is separate from the residential section, serves up to 600 individuals. The residential services include dormitories that house up to 400 men, 200 women and 80 families. Food service is cafeteria style provided by the San Antonio Food Bank. Other services include a chapel that provides spiritual services, counseling, legal assistance, and a kennel for pets.

The Homeless Management Information System (HMIS) is a software program designed by HUD to track the status of the homeless population. HUD mandates that all HUD funded programs track their clients and services through this program which populates the Annual Performance Report at the end of each grant year. Other homeless agencies that do not receive HUD funding are also encouraged to use HMIS as a tracking tool and to manage their reports. There will be approximately 11,425 clients enrolled in the program from October 1, 2012 through September 30, 2013.

- Participation in the annual Point-In-Time Count in January, 2013.
- Over 400 individuals will be trained in the use of the HMIS application.
- Continued implementation of the Annual Performance Report within HMIS for organizations to track their performance for the electronic report that is submitted to HUD.

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

In addressing the Consolidated Plan and the Continuum of Care strategic plans, the City of San Antonio provided funding (both ESG and non-ESG) for essential services and operations to local emergency shelters and transitional housing facilities. The facilities provide shelter and services to homeless families with children, single parents with children, single men and women, victims of domestic violence and sexual abuse, homeless veterans, and the population living on the street.

- 3. Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The City of San Antonio's Department of Human Services (DHS) will administer the Emergency Solutions Grants Program (ESG) and coordinate activities to enhance the quality and quantity of homeless facilities and services for homeless individuals and families. ESG funds will be used for a variety of activities that directly relate to homeless individuals, including:

- Street Outreach (Essential services include: engagement, case management, emergency health and mental health services, transportation, and services for special populations)
- Emergency Shelter (Essential services include: case management, childcare, education employment, and life skills)
- Rapid Re-Housing (Help a homeless individual or family move into permanent housing and achieve housing stability)
- Homeless Management Information System (HMIS)
- Administration (Increase over last year from 5% to 7.5%)

Actions to help homeless persons transition to permanent housing and independent living:

The City of San Antonio refers homeless individuals that do not have a driver's license or birth certificate to Christian Assistance Ministry (CAM) to retrieve those missing documents. CAM will help chronically homeless with the ID recovery service which allows them to receive homeless services from other agencies. The Bexar County Planning Council published a resource guide on housing and supportive services available in the San Antonio area for individuals with HIV/AIDS. The resource guides are available at local HIV/AIDS agencies, various medical facilities, and Bexar County Department of Community Resources. The Alamo Area Resource Center (AARC) has a program that specifically assists members with HIV/AIDS with locating permanent housing options. In January 2013, a Point-In-Time survey will be conducted. This will offer outreach opportunities for the homeless community and provides a mechanism to inform them of housing options available. The survey will also be a useful tool in helping to transition the homeless into permanent housing.

- 4. Helping low-income individuals and families avoid becoming homeless, especially**

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

The City of San Antonio's Department of Human Services (DHS) will administer the Emergency Solutions Grant Program (ESG) and coordinate activities to prevent individuals and families from becoming homeless and help individuals/families regain stability in current housing or other permanent housing. ESG funds can be used for a variety of activities that directly relate to preventing homelessness, including:

- Homeless Prevention (Includes housing relocation and stabilization services and short (3 month)/ medium (24 month) term rental assistance to help people avoid becoming homeless.
- Homeless Management Information System (HMIS)
- Administration (Increase over last year from 5% to 7.5%)

Actions taken to prevent homelessness:

In Fiscal Year 2013, the City of San Antonio will offer an array of programs at the City's One Stop Centers for homelessness prevention and to assist residents experiencing financial hardships with the payment of utility bills, rent, and mortgage assistance.

The City of San Antonio's Department of Human Services (DHS) will continue to collaborate with the San Antonio Water System (SAWS) and City Public Service (CPS Energy) to offer utility assistance programs such as Project WARM (Winter Assistance Relief Mobilization), Residential Energy Assistance Partnership (REAP), SAWS AGUA project, and the ADP (Affordability Discount Program). These programs will assist ratepayers at or below 125% of the federal poverty guidelines with their utilities.

An estimated 11,000 households will receive gas/electric services in Fiscal Year 2013 at a value of \$2.2 million and 24,782 households will be assisted with water services at a value of over \$1,700,000. The Department of Human Services, Family Assistance Division (FAD) will provide funding in rental assistance during Fiscal Year 2012 and will serve 300 households with a total of nearly 540 household members.

Approximately 2,770 Senior households will be provided with various services which include utility, rent, prescriptions, medical equipment and personal care items. Approximately 350 households will be enrolled in long term case management where

clients work to transition out of poverty by completing education goals, skills training and search for better employment.

The City's Fair Housing Program will assist approximately 448 households with Foreclosure Intervention counseling to avoid a foreclosure on their homes. The San Antonio and Bexar County Continuum of Care established a committee whose specific purpose is to establish and review the protocols in San Antonio and Bexar County for homeless individuals that are being discharged from jail, foster care, healthcare and mental health facilities. The discharge protocols have been established through collaboration with the local jails, hospitals, mental health institutions and foster care programs. For example, the Bexar County Jail maintains 248 mental health beds. When a potentially homeless client is due to be released, the University Hospital staff will refer them to the Center for Health Care Services (CHCS) who operate the homeless shelter at Prospects Courtyard. Arrangements will then be made by the hospital staff for CHCS to pick up the individual at the jail and transport him/her to the Courtyard. Prospects Courtyard has a clinic on campus to assist in meeting that client's various needs.

**AP-70 HOPWA Goals**

**One year goals for the number of households to be provided housing through the use of HOPWA for:**

Short-term rent, mortgage, and utility assistance payments	0
Tenant-based rental assistance	95
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	111
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	21
<b>Total</b>	<b>227</b>

## **AP-75 Barriers to affordable housing**

### **Introduction**

- 1. 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.**

Planned actions to remove the negative effects of public policies that serve as barriers to affordable housing:

- Continue to process and mediate fair housing choice complaints. Complaints not successfully mediated at the clients request will be referred to HUD's Department of Fair Housing and Equal Opportunity.
- Review rental rehabilitation and new multifamily building plans for compliance with all accessibility design requirements of the Fair Housing Act and the City Building Codes.
- Continue to review project marketing plans and the required outreach efforts of project developments to special needs organizations.
- Conduct outreach education and seminars on fair housing choice to the community and housing providers.
- Continue to promote alternative special zoning districts and use patterns adopted by the City of San Antonio that support mixed commercial and residential uses along corridors, through regulatory incentives (reduced parking or no parking requirements, landscaping, etc.) and density bonuses for affordable housing.
- Continue efforts for the City to establish a fair housing enforcement component to investigate housing discrimination complaints.
- City's Housing Counseling program continues to help housing choice recipients to find housing outside of minority and/or poverty concentrated areas.
- Work to encourage lending institutions to operate in areas that are underserved and to provide services to underserved population.

## **AP-85 Other Actions**

### **Introduction**

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

The Office of Grants Monitoring and Administration and the Department of Human Services will continue to develop new programs and initiatives, improve existing programs, and identify additional sources of funding to better serve those in need of affordable housing and related services.

In an effort to identify and address underserved needs in San Antonio, the City is currently participating in a One CPD HUD Technical Assistance process lead by the Cloudburst Consulting Group who will develop a market-based housing and community development plan, develop a community revitalization strategy, perform housing and economic market needs analysis, analyze housing and economic market conditions, and provide data and mapping assistance to perform needs analysis.

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

The City of San Antonio will continue to work in coordination and collaboration with the following to foster and maintain affordable housing:

- Affordable housing partners stakeholder meetings to update the City's Housing Policy Guide
- Various for-profit and non-profit developers through the City's rental rehabilitation program
- Work with the City's quasi-governmental agencies to include San Antonio Housing Authority, San Antonio Housing Trust, and OurSA.

The City of San Antonio will continue to review affordable housing rules to ensure that they are necessary and understandable and City Departments continue to streamline and expedite their review processes for applications and approvals. The City will also provide training to programmatic staff carrying out affordable housing programs, encourage the development of special needs housing in its programs, process and mediate fair housing choice complaints, review rental rehabilitation and multi-family building permit applications for compliance with Fair Housing Act and City Building Codes, and conduct outreach and education for Fair Housing.

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

Because of suspected levels of lead-based paint hazards in residential structures located throughout San Antonio, the City will continue to undertake strategies requiring lead-based paint testing and abatement in all of its housing activities. Currently housing providers are only required to test for lead-based paint in homes built before 1978 in which a child under the age of six (6) is or will be residing. However, most City funded housing providers are testing all government-assisted homes for lead based paint. The City of San Antonio will continue to eliminate childhood lead poisoning by:

- Implementing sophisticated lead hazard identification and reduction protocols
- Providing a wide range of technical assistance to housing services providers, for-profit and non-profit housing partners, and contractors
- Making lead hazard control a requirement of all City funded housing rehabilitation programs
- Operating the most efficient and effective housing rehabilitation and lead-based paint testing and abatement programs possible
- Encouraging the private sector to continue to participate in the development of affordable housing
- Encouraging local housing providers to solicit participation by the private business community whether it is financial, expert advice or sitting on boards of directors of nonprofits
- Abating 80 housing units that house children under six (6) years of age and abating lead in 28 single-family homes and 114 apartment units

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

The City's economic development program has a clear focus on actions and strategies that support and nurture the City's economic infrastructure and promote its viability to compete as a city of the 21st century. The approach is comprehensive and addresses all residents including the low-skilled, the unemployed and the economically disadvantaged person. The approach also encompasses the revitalization of San Antonio's inner city neighborhoods, in keeping with the overall mission of creating and maintaining livable and healthy communities. The City of San Antonio will continue to pursue a broad array of initiatives to reduce the number of poverty level families to include:

- Aggressively pursuing efforts to create and retain quality jobs throughout San Antonio
- Implementing comprehensive rezoning of corridors to encourage small business development in the city's older neighborhoods
- Providing workforce training and employment services to improve the skills of San

Antonio workers and help them find appropriate jobs

- Helping needy adults and families achieve economic self-sufficiency through work, job training and child support enforcement
- Providing economic assistance to aged and disabled persons who are unable to work, and transitional support to welfare recipients while they are working toward self-sufficiency
- Actively addressing a wide variety of problems which often limit the extent to which many citizens of San Antonio can live as actively, productively and independently as possible
- Ensuring compliance with M/WBE requirements and provide appropriate training and technical assistance to funding applicants and recipients
- Advancing the City's Section 3 Economic and Employment Opportunities program which promotes a good faith effort for contractors to hire low- and moderate-income persons by certifying businesses and individuals to participate in the program
- Increasing financial literacy and wealth building assets

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

The institutional structure in the City of San Antonio is relatively strong and diverse. A variety of agencies and organizations will play key roles in delivering and managing the Community Development Programs. In general, this includes the San Antonio Housing Authority, the City's Grants Monitoring and Administration Office, Planning and Community Development Department, Human Services Department, and individual non-profit and for-profit housing developers and service providers.

The City of San Antonio will continue to analyze the delivery system of affordable housing to identify areas of problems and issues:

- Provide recommendations to improve the administration of programs by local agencies
- Pursue closer communication ties among agencies with housing programs to improve program coordination
- Strengthen partnerships and enhance coordination with public and assisted housing providers and private and governmental health, mental health, and service agencies
- Participate in local, state and national housing and community development organizations
- Participate in conferences and training for housing and service providers and local

governments and continue to provide assistance to assure coordination among private and governmental health, mental health and service agencies for City-financed projects housing special needs populations

- Actively coordinate and cooperate with units of general local government in the preparation and implementation of its Consolidated Plan and Annual Action Plans

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

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

## AP-90 Program Specific Requirements

### Community Development Block Grant Program (CDBG)

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.	0.00
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.	4,000,000.00
3.	The amount of surplus funds from urban renewal settlements.	0.00
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.	299,770.23
5.	The amount of income from float-funded activities.	0.00
<b>Total Program Income:</b>		<b>\$4,299,770.23</b>

### Other CDBG Requirements

1.	The amount of urgent need activities.	0.00
2.	The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income.  Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

## **HOME Investment Partnership Program (HOME)**

**The jurisdiction must describe activities planned with HOME funds expected to be available during the year. In addition, the following information should be supplied:**

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

The City will permit HOME funds to be invested as loans, grants, deferred payment loans, and other types of investment permitted by the regulations described in 92.205(b). The City will not permit other forms of investment without the prior approval of HUD.

- 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:**

### **Recapture Requirements**

The City of San Antonio (COSA) has adopted a recapture provision for all Homebuyer Activities using HUD HOME funds as a Direct Homebuyer Subsidy or if the project includes both a Direct and Development Subsidy. These provisions ensure that COSA recoups all or a portion of the HOME assistance to the homebuyer (closing costs, down payment and/or junior mortgage) if the home does not continue to be the principal residence of the homebuyer for the duration of the affordability period (time during which homebuyer must maintain property as principal residence).

COSA shall reduce the HOME investment amount to be recaptured on a prorata basis for the time the homeowner has owned and occupied the housing measured against the entire affordability period (i.e. a forgivability period). The HOME subsidy will be forgiven annually upon the anniversary of the closing date (e.g. 1/5 of HOME subsidy forgiven each year for a five-year affordability period on the anniversary of the closing date).

The City shall recoup funds based on a shared net proceeds basis. The maximum recapture amount by the City is the HOME subsidy in the property purchase times one minus the pro-rata basis percentage.

In the event the Homebuyer sells the property during the affordability period, and the net proceeds are not sufficient to repay the City the lesser of either the actual balance owed on the

subsidy OR the remaining balance according to the affordability period, the City shall recapture any and all net proceeds.

Under the recapture provision, the amount subject to the affordability period includes the amount provided directly to, or on behalf of the homebuyer, including down payment, closing costs, and/or direct loan plus any HOME assistance that lowers the cost of the home below market price (i.e. the difference between the market value of home and what it actually sold for).

### **Resale Requirements**

The City of San Antonio shall require that Resale provisions be used in the event that only a Development Subsidy is used to make the home affordable (i.e. funding construction to the developer). In a project where both Development and Direct subsidies are provided, recapture provisions shall apply.

Resale provisions require the homeowner to sell to another low-income homebuyer. The resale requirement must ensure that the price at resale provides the original HOME-assisted owner a fair return on investment and ensure that the housing will remain affordable to a reasonable range of low-income homebuyers as defined below:

Affordable to range of low-income homebuyers (As it relates to the Resale Provision only): That which is affordable to a family earning 80% AMI and below and that who do not pay more than 30% their gross income for PITI (Principle, Interest, Tax, and Insurance).

Fair Return on Investment (As it relates to the Resale Provision only): A Homeowner can sell the home during the affordability period according to the information below:

**Year 1-5 of Affordability Period - Lower Range-** A Homeowner can sell the home during the affordability period for no more than 15% over BCAD's most recent appraisal value. *Max Limit-* Current (as of date of sale) Affordable Home Price as set forth in the City of San Antonio Housing Policies.

**Year 6-15 of Affordability Period - Lower Range-** No cap on appreciation rate. *Max Limit-* Current (as of date of sale) Affordable Home Price as set forth in the City of San Antonio Housing Policies.

Either recapture or resale provisions must be detailed and outlined in accordance with 24 CFR 92.254 in marketing brochures, written agreements and all legal documents with homebuyer. Either recapture or resale may be used within a project, not both. Combining provisions to

create "hybrids" is not allowed.

**3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds are as follows:**

Affordability for homeownership projects undertaken using the recapture provision shall be ensured through the use of real estate lien notes outlining the City's recapture provisions.

Homeownership projects undertaken using the resale provision shall use deed restrictions, covenants running with the land, or other similar mechanisms per 92.254(a)(5)(i)(A) to ensure the resale requirements are met. The period of affordability specified in the mortgage will be the minimum period for the project. The period of affordability is based on the total amount of HOME funds invested in the housing project.

**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 of San Antonio does not permit the use of HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds.

## **Emergency Solutions Grant (ESG)**

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

The City of San Antonio's Department of Human Services (DHS) administers the Emergency Solutions Grants Program (ESG) and coordinates activities to enhance the quality and quantity of homeless facilities and services for homeless individuals and families. ESG funds can be used for a variety of activities, including:

- Street Outreach
- Emergency Shelter
- Rapid Re-Housing
- Homeless Prevention
- Homeless Management Information System (HMIS)
- Administration

DHS has taken full advantage of ESG's flexibility to fund a wide range of services which address critical gaps in the housing Continuum of Care (CoC) throughout the City. In FY 2013, the City will fund an array of projects designed to strengthen this continuum.

When selecting proposals for funding, the City gave special priority to projects that would fill identified gaps in the CoC in various regions of the city. Projects were also selected that demonstrated an ability to expend ESG funds within the contract period.

The City distributes its ESG funds through a competitive bid process. Every two years, a competitive Request for Proposals (RFP) under the ESG program is issued by DHS, soliciting proposals from organizations. DHS subjects all proposals received in response to the RFP to a rigorous review and selection process. Proposals selected for funding are executed as one-year contracts with the option of single renewal at the end of the contract term.

The evaluation process was comprised of several committees representing each Priority Service Area. Subject matter experts included City staff and community members who reviewed and scored the proposals. City of San Antonio Contracting Officers facilitated all evaluations. An orientation regarding the roles and responsibilities of evaluation committee members, code of conduct, and instructions on using the standardized evaluation instrument was provided to all evaluators and facilitators.

After the review of proposals, each evaluation committee returned a final ranking to the Director of the DHS, who reviews the rankings, program consistency with City Council goals and objectives, need for the service by underserved populations and Council Districts, potential duplication, availability of funds, and agency past performance, in order to formulate recommendations.

The following are the criteria used to evaluate and select proposals for funding under the City's ESG program:

- Applicant agency must meet all state and federal requirements as a threshold criteria for an award
- Demonstration of need within the proposed project area for the type of services proposed for the population to be served
- Evidence of ability to develop the proposed project, expend all funds within the required time-frames, and to operate the project over the required contract period
- Evidence of ability to provide, either directly or through referral, the appropriate support services

- The appropriateness of plans for participant selection and the consistency of these plans within the intent of the ESG program
- The reasonableness of the total project cost and the ESG program amount requested, and the eligibility of proposed expenditures
- Evidence that matching funds are firmly committed and available for obligation and expenditure
- Evidence that focus of the project is on enabling participants to achieve the highest level of self-sufficiency possible
- Evidence of financial feasibility of the project over the required operating period
- Appropriateness of qualifications and backgrounds of personnel and staff assigned to the project

The City has consistently sought to allocate its ESG funds to all parts of the city that have identified gaps in the emergency housing continuum for homeless individuals and their families. The City's ability to fill these gaps is, however, limited by the availability of funds and by the number and type of proposals received in response to the RFP.

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

Presently the South Alamo Regional Alliance for the Homeless (SARAH) is working on establishing a sub-committee to address centralized or coordinated assessment system that meets HUD requirements. The City of San Antonio will assist with the development of this sub-committee.

**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).**

The City utilizes the Request for Proposal process to allocate ESG funds. The City will ensure that all programs awarded meet the ESG categorical requirements.

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

The City of San Antonio does not currently meet the homeless participation requirement, however the City has addressed the needs of homeless persons.

In January 2013, a Point-In-Time (PIT) count will be conducted. The PIT is an intense survey used to count the number of homeless living in San Antonio on the streets, in shelters, safe havens or in transitional housing, or in areas not meant for human habitation. The survey is conducted by hundreds of volunteers who asked those living on the streets, as well as the residents of shelters, safe havens and transitional housing, to respond to questions related to their needs. The information collected will be compiled into a report by a local university in order to provide a thorough analysis of the local homeless population. A portion of the survey addresses the needs of those surveyed. This includes the following: housing, job training/placement, medical/dental services, Social Security Disability Insurance (SSDI), Food Stamps, mental health services, food, General Educational Development (GED) classes, clothing, transportation, emergency shelter, Temporary Assistance for Needy Families (TANF), legal assistance, Veteran's benefits, childcare, substance abuse services, life skills training, and/or HIV/AIDS assistance.

**5. Describe performance standards for evaluating ESG.**

Copies of all applicable federal regulations are distributed along with material developed by the City's Department of Human Services, to assist subrecipients with the request for reimbursement and reporting process. All ESG contracts entered into by the City are subject to on-going monitoring throughout the term of the contract. The primary methods of monitoring include:

- On site monitoring reviews
- Review of monthly/quarterly reports
- Review of final reports
- Periodic site visits, including view of randomly-selected case files
- On-going contact with program staff

Subrecipients must ensure that financial records and documents pertaining to costs and expenses under the grant are maintained to reflect all costs of materials, equipment, supplies, services, building costs and all other costs and expenses for which reimbursement is

claimed or payment is made.

The City has direct access to any records relevant to the project. All records pertaining to the grant are retained for a period of at least four years following submission of the final expenditure report. In the event that any claim, audit, litigation, or state/federal investigation is started before the expiration of the record retention period, the records are retained by the subrecipient until all claims or findings are resolved.

The contractual agreement requires grantees to submit monthly/quarterly and final reports. Monthly/Quarterly reports describe a project's progress during the quarter through a detailed narrative describing contract activities and the results achieved. To meet HUD reporting requirements, statistical data are also reported to track the type of activity carried out, and the number of individuals and families assisted, including data on the racial/ethnic characteristics of the participants. Other related data required by IDIS is also collected.

Final reports verify fulfillment of all contractual requirements and tabulate final demographic data of participants. They also trigger final reimbursement for contractual activities. The narrative follows the basic format established for monthly/quarterly reports, but emphasizes final outcomes. Subrecipients are advised that unless all reporting requirements are satisfactorily met, requests for reimbursement are not processed for payment.

# APPENDIX I

*SF 424*





# SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

## SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

Date Submitted 8/13/2012	Applicant Identifier	<b>Type of Submission</b>	
Date Received by state	State Identifier	<b>Application</b>	<b>Pre-application</b>
Date Received by HUD	Federal Identifier	<input type="checkbox"/> Construction	<input type="checkbox"/> Construction
		<input type="checkbox"/> Non Construction	<input type="checkbox"/> Non Construction
<b>Applicant Information</b>			
City of San Antonio		UOG Code: 48-0508	
1400 S. Flores		Organizational DUNS: 066428400	
		Organizational Unit: City of San Antonio	
San Antonio	Texas	Department: Office of Management and Budget	
78204	Country U.S.A.	Division: Office of Grants Monitoring and Administration	
<b>Employer Identification Number (EIN):</b>		County: Bexar	
76-6002070		Program Year Start Date (MM/DD): 10/01/2012	
<b>Applicant Type: C</b>		<b>Specify Other Type if necessary:</b>	
Local Government: Municipality		Specify Other Type: N/A	
<b>Program Funding</b>		<b>U.S. Department of Housing and Urban Development</b>	
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding			
<b>Community Development Block Grant</b>		14.218 Entitlement Grant	
CDBG Project Titles 38 <sup>th</sup> Year (FY 2013) CDBG Program		Description of Areas Affected by CDBG Project(s) City-wide	
\$CDBG Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$11,559,540.00	\$686,009.00	Reprogramming Funds	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
\$393,343.00			
Total Funds Leveraged for CDBG-based Project(s)			
\$12,641,892.00			
<b>Home Investment Partnerships Program</b>		14.239 HOME	
HOME Project Titles 21 <sup>st</sup> Year (FY 2013) HOME Program		Description of Areas Affected by HOME Project(s) City-wide	
\$HOME Grant Amount	\$Additional HUD Grant(s) Leveraged	Describe	
\$3,872,708.00	\$2,900,000.00	Replacement Housing Factor	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
		\$21,387,551.00	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$4,665,143.00			

\$Anticipated Program Income \$650,000.00		Other (Describe)	
Total Funds Leveraged for HOME-based Project(s) \$33,475,402.00			
<b>Housing Opportunities for People with AIDS</b>		14.241 HOPWA	
HOPWA Project Titles FY 2012-2013 HOPWA Program		Description of Areas Affected by HOPWA Project(s) City-wide	
\$HOPWA Grant Amount \$1,187,881.00	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for HOPWA-based Project(s) \$1,187,881.00			
<b>Emergency Shelter Grants Program</b>		14.231 ESG	
ESG Project Titles FY 2012-2013 ESG Program		Description of Areas Affected by ESG Project(s) City-wide	
\$ESG Grant Amount \$1,145,362.00	\$Additional HUD Grant(s) Leveraged	Describe	
\$Additional Federal Funds Leveraged		\$Additional State Funds Leveraged	
\$Locally Leveraged Funds \$1,145,362.00		\$Grantee Funds Leveraged	
\$Anticipated Program Income		Other (Describe)	
Total Funds Leveraged for ESG-based Project(s) \$2,290,724.00			
Congressional Districts of:		Is application subject to review by state Executive Order 12372 Process?	
Applicant Districts	Project Districts		
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation.		<input type="checkbox"/> Yes	This application was made available to the state EO 12372 process for review on DATE
		<input type="checkbox"/> No	Program is not covered by EO 12372
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> N/A	Program has not been selected by the state for review

Person to be contacted regarding this application		
First Name: Tadd	Middle Initial: G.	Last Name: Wille
Title: Grants Administrator	Phone: 210-207-6600	Fax: 210-207-5463
eMail: Tad.Wille@sanantonio.gov	Grantee Website: www.sanantonio.gov/gma	Other Contact
Signature of Authorized Representative 		Date Signed 8/13/2012

# APPENDIX II

## *Certifications*





# CPMP Non-State Grantee Certifications

**Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.**

- This certification does not apply.  
 This certification is applicable.

## NON-STATE GOVERNMENT 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, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**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, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
  - a. The dangers of drug abuse in the workplace;
  - b. The grantee's policy of maintaining a drug-free workplace;
  - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
  - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
  - a. Abide by the terms of the statement; and
  - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
  - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
  - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

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**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. 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;
9. 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
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



8/13/2012

Signature/Authorized Official

Date

Tadd Wille

Name

Grants Administrator

Title

1400 South Flores

Address

San Antonio, Texas 78204

City/State/Zip

(210) 207-6600

Telephone Number

- 
- 
- This certification does not apply.  
 This certification is applicable.

### Specific CDBG 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 housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that 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 activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2010, 2011, 2012, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
13. 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.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. 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

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15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** -- Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

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



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- 
- This certification does not apply.  
 This certification is applicable.

**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

<hr/>	<input type="text"/>
Signature/Authorized Official	Date
<input type="text"/>	
Name	
<input type="text"/>	
Title	
<input type="text"/>	
Address	
<input type="text"/>	
City/State/Zip	
<input type="text"/>	
Telephone Number	

- 
- This certification does not apply.  
 This certification is applicable.

### Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance** -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**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.

**Appropriate Financial Assistance** -- 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;



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- This certification does not apply.  
 This certification is applicable.

### HOPWA Certifications

The HOPWA grantee certifies that:

**Activities** -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building** -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.



8/13/2012

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- 
- This certification does not apply.  
 This certification is applicable.

### ESG Certifications

I, Tadd Wille, acting on behalf of the City of San Antonio City Manager, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.
2. The building standards requirement of 24 *CFR* 576.55.
3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.
4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.
5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.
6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.
7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.
8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.
9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.
10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review

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responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.
12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop 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, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.
13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.



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 This certification is applicable.

## APPENDIX TO CERTIFICATIONS

### Instructions Concerning Lobbying and Drug-Free Workplace Requirements

#### Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

#### Drug-Free Workplace Certification

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

Place Name	Street	City	County	State	Zip
City Attorney	1400 S. Flores	San Antonio	Bexar	TX	78204
Planning and Community Development	1901 S. Alamo	San Antonio	Bexar	TX	78204
Department of Human Services	106 S. St. Mary's	San Antonio	Bexar	TX	78205
CIMS Department	114 W. Commerce	San Antonio	Bexar	TX	78283
Public Works Department	114 W. Commerce	San Antonio	Bexar	TX	78283

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal

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criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

- a. All "direct charge" employees;
- b. all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and
- c. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must be completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan



8/13/2012

Signature/Authorized Official

Date

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# APPENDIX III

## *Citizen Participation Comments*



**FY 2013  
CDBG/HOME/ESG/HOPWA  
1<sup>st</sup> Public Hearing  
Wednesday, April 18, 2012 6pm**

**Individual Speaker:**

*Stephanie Weiss, Vice President of Development and Communication for Habitat for Humanity of San Antonio, Inc.*

- Infill Project: requesting \$1.3M in HOME funds for acquisition of land and infrastructure to build 38 to 40 Homes in District 5
- Families would meet 60% and below AMI
- Habitat for Humanity serves very low income families
- Spoke of success relating to past projects

**Individual Speaker:**

*Cathy Valdez, Executive Director, Project MEND (Medical Equipment Network for Person's with Disabilities)*

- Indicated that they would be applying for CDBG Funding for this project
- Stated that their warehouse was located in D2 and Administrative Offices in District 1
- They take donations of durable medical equipment, refurbish/repair/sanitize
- Spoke of how they would serve clients that were uninsured or underinsured
- Only Agency in Texas that provides this service
- Asked City Council to please consider their proposal

**Individual Speaker:**

*David Casso, Development Services Manager, San Antonio Housing Authority: San Juan Homes Phase III*

- Seeking \$1.3M in funding to fill gap in completing Master Plan.
- Phase III is the demolition and new construction of 252 units
- Project in D5
- That there are two other phases of the development and are mixed income
- San Juan Homes Housing units were built in the 1950's and were in need of demolition and rehabilitation
- Seeking support – Project to spur economic development in the area

**Group Speaker and guest:**

*Ms. Angela Garcia and Steven Huerta, League of United Latin American Citizens (LULAC)*

- Would like to introduce a Re-Entry Program for youth in crisis (experiencing truancy)
- Seeking \$100,000 in CDBG funding for project
- Would like to create a one-stop center for truancy and job referrals
- Currently assisting 204 students in 31 ZIP codes
- Spoke of trying to get the education system to be responsible for truancy
- Seeks to increase involvement of community partners

**Individual Speaker:**

*Anthony Hargrove, Executive Director, Ella Austin Community Center*

- Thanked City Council for their hard work and support
- Ella Austin is a neighborhood-based multi-service center on the Eastside
- Seeking \$505,000 in CDBG funding for shortfall to repair and renovate old school house built in 1921
- The \$505,000 request is less than what will be needed to fully repair/renovate the building
- Mentioned that agency was not successful receiving funding under 2012 Bond
- Agency wants to ensure the building is in compliance with code/regulations
- Wanted to serve individuals at 200% and 100% poverty level
- Indicated that repairs were part of the 2005 Master Plan

**FY 2013  
CDBG/HOME/ESG/HOPWA  
2<sup>nd</sup> Public Hearing  
Thursday, June 21, 2012**

**Individual Speaker:**

*Anthony Hargrove, Executive Director, Ella Austin Community Center*

- Ella Austin is a neighborhood-based multi-service center on the Eastside
- Asked for City Council's support and adoption of the CDBG budget which would include funding for improvements to the Ella Austin Community Center
- If awarded, the CDBG funds would be utilized for the removal and replacement of a fire alarm system, roofing and HVAC as well as the installation of windows to improve heating and cooling efficiency
- The Ella Austin Community Center is located in the Promise Neighborhood and supports the SA2020 goal for education

**Individual Speaker:**

*Shanna Salazar, Executive Director, Society of St. Vincent de Paul*

- Requests CDBG allocation for public service funds
- The project is in line with the SA2020 vision to serve the homeless population

**Individual Speaker:**

*Debra Guerrero, Vice President, The NRP Group, LLC*

- Asked City Council to support the recommendation of the \$1.4 million HOME allocation for the multifamily tax credit set-aside
- NRP maximizes leveraged resources
- The multifamily tax credit allocation allows NRP to be more competitive for the award of State tax credits

**Group Speakers:**

*Natalie Griffith, President and CEO, Habitat for Humanity of San Antonio, Inc.*

- Asked for City Council's support of the Habitat for Humanity Infill Housing Project
- Habitat for Humanity is a community housing organization which consistently meets timelines and stays within budget
- The project will leverage City funds with community support

*Lorena Tobar, Habitat Homeowner*

- Spoke of her experience as the owner of a Habitat for Humanity home
- After the death of her husband, she and her children lived with family members
- She enjoyed being able to work on her home as well as those of her neighbors
- She has benefitted from the classes offered by Habitat for Humanity and enjoyed gaining knowledge of managing finances and how to maintain her home

*Stephanie Weiss, Vice President of Development and Communication for Habitat for Humanity of San Antonio, Inc.*

- Thanked City Council for their consideration of the Habitat for Humanity Infill Housing Project
- Mentioned that the San Antonio Independent School District supports the project and requested assistance from Habitat for Humanity to help revitalize their communities
- Funds for the homes come from the communities and the project is a grassroots effort

**Individual Speaker:**

*Jack M. Finger, Citizen*

- Stated that the government should not provide housing for low-income individuals or those with AIDS
- Housing support for low-income individuals should be provided by the private sector
- Voiced concern regarding the \$2 million allocation to the education facility related to the potential sales tax increase, concerned what might happen to the project should the sales tax increase not be approved by voters

**Individual Speaker:**

*Kathy McCormick, Development and Neighborhood Services Officer, San Antonio Housing Authority*

- Spoke in support of the San Juan Homes Phase III
- Funding will be leveraged with \$27 million
- Phase III is the demolition and new construction of 252 units
- Project will generate local spending and economic development
- Asked for City Council's consideration of the request for funding

# APPENDIX IV

## *Ethnic and Racial Data*



**Ethnic and Racial Data for CDBG/HOME Projects**

Funding Source	Project Name	Census Tract	Tract Population	Tract Minority %	Number of Families	# of Households	Non-Hisp White Population	Tract Minority Population	American Indian Population	Asian/Hawaiian/Pacific Islander Population	Black Population	Hispanic Population	Other Population/Two or More Races
CDBG	Ella Austin Community Center	1919.00	4,922	91.73	1,008	1,613	407	4,515	6	11	845	3,607	46
CDBG	Railroad Quiet Zone in CD 1	1901.00	3,755	84.53	665	1,391	581	3,174	6	13	121	3,012	22
		1905.03	3,459	78.75	673	1,426	735	2,724	8	29	44	2,611	32
HOME	San Antonio Housing Authority - San Juan Phase III	1705	4,585	93.37	993	1,641	304	4,281	1	11	43	4,210	16
HOME	Habitat for Humanity - San Antonio Infill Housing	1604.00	4,557	96.01	1,023	1,483	182	4,375	2	2	9	4,353	9

\*Source: <http://www.ffiec.gov/census/report.aspx?year=2012&state=48&msa=&county=029&tract=&report=population>







CITY OF SAN ANTONIO, TEXAS