

CDBG (Community Development Block Grant) GENERAL INFORMATION

The City of Lakeland is required to hold public meetings for the purpose of obtaining the views of citizens regarding the City's housing and community development needs prior to the submission of the One-Year Action Plan and Projected Use of Funds ("One-Year Plan") to the U.S. Department of Housing and Urban Development (HUD) for the annual Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) funds. These Plans define the City's use of funds and the community development objectives.

The timeline and locations of meetings are as follows:

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| 4 th Monday of January | Public meeting to obtain citizen input on the One-Year Action Plan and Projected Use of Funds ("Action Plan"). Larry R. Jackson Branch Library at 7:00 p.m. |
| 1 st Monday of February | Regular meeting of the Citizens Advisory Committee to obtain input from CAC members and the general public on the One-Year Action Plan. City Hall, 3rd Floor, Commission Conference Room, at 6:00 p.m. |
| 1 st Monday of March | Public hearing before the City Commission on the One-Year Action Plan. City Hall, Commission Chambers, at the time of regular City Commission meeting, 9:00 a.m. |
| 1 st Monday of April | Public hearing before the City Commission to finalize the One-Year Action Plan. City Hall, Commission Chambers, at the time of regular City Commission meeting, 9:00 a.m. |

In January and February, public meetings are held for the purpose of obtaining views on such matters as community development and housing needs and priorities.

In March, the City of Lakeland Community Development staff presents the proposed One-Year Action Plan and Projected Use of Funds to the City Commission and invites public suggestions and Commission direction for refinements to the proposed Plan.

In April, the City Commission considers the proposed One-Year Action Plan and Projected Use of Funds for final determination.

Persons with disabilities, who may require special accommodations to attend these meetings, should contact Annie Gibson at (863) 834-3360 no later than one (1) week prior to the meeting.

Primary Objective: The primary objective of this federal program is to develop viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities, principally for persons of low and moderate incomes. Consistent with this primary objective, not less than 70 percent of the City's CDBG funds shall be used for activities which benefit persons of low and moderate incomes.

General Requirements: The primary objective will be achieved through a program in which the projected use of funds is designated to benefit low and moderate income families, aid in the prevention of slums or blight, or is designed to meet other community development needs having a particular urgency.

Basic Eligible Activities:

In general, Community Development Block Grant funds may be used for the following activities:

- acquisition in whole or in part by purchase, lease, donation, or otherwise, of real property for any public purpose, subject to limitations relative to ineligible activities;
- disposition through sale, lease, donation, or otherwise, of any real property acquired with CDBG funds or its retention for public purposes;
- acquisition, construction, reconstruction, rehabilitation, or installation of public facilities and improvements;
- clearance, demolition, and removal of buildings and improvements including movement of structures to other sites;
- provision of public services (including labor, supplies, and materials) including but not limited to, those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare, home buyer down payment assistance, or recreational needs;
- interim assistance to alleviate harmful conditions where immediate action is determined to be necessary to arrest deterioration and where permanent improvements will be carried out as soon as practicable. The following activities may be undertaken on an interim basis: the repairing of streets, sidewalks, parks, playgrounds, publicly owned utilities, and public buildings; the execution of special garbage, trash, and debris removal, including neighborhood cleanup campaigns, but not the regular curbside collection of garbage or trash in an area; and clearance of streets and the improvement of private properties, after a determination that an emergency condition exists;
- payment of non-federal share required in connection with a federal grant-in-aid program undertaken as part of CDBG activities;
- relocation payments and assistance for those displaced by assisted activities;
- payments to housing owners for losses of rental income while temporarily holding units to be used for relocation;
- special projects directed to the removal of material and architectural barriers, which restrict the mobility and accessibility of elderly or disabled persons;
- acquisition, construction, reconstruction, rehabilitation, or installation of distribution facilities and lines of privately owned utilities;

- construction of housing assisted under Section 17 of the United States Housing Act of 1937;
- rehabilitation of privately owned buildings and improvements;
- rehabilitation of low-income public housing and other publicly owned residential buildings and improvements;
- code enforcement in deteriorating or deteriorated areas where such enforcement together with public improvements, rehabilitation, and services to be provided may be expected to arrest the decline of the area;
- rehabilitation, preservation, and restoration of historic properties;
- renovation of closed school buildings for use as an eligible facility or rehabilitation of such buildings for housing;
- acquisition, construction, reconstruction or installation of commercial or industrial buildings, structures, or other real property, equipment and improvements, including railroad spurs or similar extensions;
- provision of assistance to private for-profit businesses, including but not limited to, grants, loans, loan guarantees, interest supplements, technical assistance, and other forms of support, for any other activity necessary or appropriate to carry out an economic development project;
- neighborhood revitalization, community economic development, or energy conservation projects carried out by a neighborhood based non-profit organization, a small business investment company, or a local development corporation;
- planning activities consisting of costs of data gathering, studies, analysis, preparation of plans, implementing actions, and policy planning management capacity to more effectively determine needs, set goals, and objectives, develop and evaluate programs, and carry out management activities necessary for planning implementation; and
- payment of reasonable administrative costs and carrying charges related to the planning and execution of community development activities.

In general, HOME Investment Partnership Program funds may be used for the following activities:

- provide incentives to develop and support affordable rental housing and homeownership affordability through the acquisition (including assistance to home buyers), new construction, reconstruction, moderate or substantial rehabilitation of non-luxury housing with suitable amenities, including real property acquisition, site improvements, conversion, demolition, and other expenses, including financing costs, and relocation expenses of any displaced persons, families, businesses, or organizations. The housing must be permanent or transitional housing and includes permanent housing for disabled homeless persons and single-room occupancy housing. The specific eligible costs for

these activities are set forth in 24 Code of Federal Regulations (CFR) Part 92.206 through 92.209.

- acquisition of vacant land or demolition must be undertaken only with respect to a particular housing project intended to provide affordable housing;
- conversion of an existing structure to affordable housing is rehabilitation, unless the conversion entails adding one or more units beyond the existing walls, in which case, the project is new construction for purposes of this part;
- to purchase and/or rehabilitate a manufactured housing unit, or purchase the land upon which a manufactured housing unit is located. Except for existing, owner-occupied manufactured housing that is rehabilitated with HOME funds, the manufactured housing unit must, at the time of project completion, be connected to permanent utility hook-ups and be located on land that is owned by the manufactured housing unit owner or land for which the manufactured housing owner has a lease for a period at least equal to the applicable period of affordability;
- payment of reasonable administrative and planning costs related to the planning and execution of eligible community development activities;
- eligible Community Housing Development Organizations (CHDO) operating expenses and capacity building costs; and
- tenant based rental assistance, including security deposits, and eligible related costs.

Ineligible Activities:

The following activities may not be carried out using Community Development Block Grant funds:

- buildings, or portions thereof used predominantly for the general conduct of government cannot be assisted with CDBG funds. Buildings for the general conduct of government means city halls, county administrative buildings, state capitol or office buildings, or other facilities in which the legislative, judicial, or general administrative affairs of the government are conducted;
- general government expenses;
- political activities;
- the purchase of equipment and construction equipment;
- the purchase of equipment, fixtures, motor vehicles, furnishings or other items not an integral structural fixture;
- operating and maintenance expenses in connection with public facilities and services; and
- income payments to individuals for housing allowances or income maintenance.

The following activities may not be carried out using HOME Investment Partnership Program funds:

- a project reserve account for replacements, except as provided in 24 CFR Part 92.206(d)(5), or operating subsidies;
- tenant based rental assistance for the special purposes of the existing Section 8 program, in accordance with Section 212(d) of the Act;
- provide non-federal matching contributions required under any other federal program;
- provide assistance authorized under Section 9 of the 1937 Act (annual contributions for operation of public housing);
- carry out activities authorized under 24 CFR Part 968 (Public Housing Modernization);
- provide assistance to eligible low income housing under 24 CFR Part 248 (Prepayment of Low Income Housing Mortgages);
- provide assistance to a project previously assisted with HOME funds during the period of affordability established by the participating jurisdiction in the written agreement under 24 CFR Part 92.504;
- pay for the acquisition of property owned by the participating jurisdiction, except for property acquired by the participating jurisdiction with HOME funds, or property acquired in anticipation of carrying out a HOME project;
- pay for any cost that is not eligible under 24 CFR Part 92.206 through 92.209; and
- monitoring, servicing, or origination fees in HOME assisted projects.

Overall Limitations on Use of Funds:

Grants are conditioned on a recipient's certification that its projected use of funds has been developed 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 projected use of funds 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. The City must certify that at least 70 percent of all CDBG funds will be expended for activities which benefit low and moderate income persons; that it has developed a Community Development Plan which has specified both short- and long-term strategies for the Consolidated Plan and Strategy.

What a Community Must Do To Secure Funding:

Pre-submission requirements

1. Develop a Consolidated Plan and Strategy and One Year Action Plan and Projected Use of Funds including the proposed statement of community development objectives and projected use of funds.

2. Furnish citizens with information concerning the amounts of funds expected to be available for community development and housing activities and the range of activities that may be undertaken with those funds.
3. Hold at least two public hearings to obtain the views of citizens on the City's housing and community development needs. At least one of these hearings must be held prior to the publication of the proposed One Year Action Plan and Projected Use of Funds for public comment.
4. Publish the proposed One Year Action Plan and Projected Use of Funds so as to afford affected citizens an opportunity to examine its content and comment.
5. Prepare and publish a final One Year Action Plan and Projected Use of Funds.

Submission requirements

1. Submit a copy of the One Year Action Plan and Projected Use of Funds (Plan) to the U.S. Department of Housing and Urban Development. The Plan must be submitted at least 45 days prior to the start of the fiscal year, which begins June of each year.
2. To receive an annual entitlement grant, an applicant must submit certifications that it will comply with the CDBG and HOME regulations and other applicable laws, including assurances that it:
 - met citizen participation requirements, prepared its One Year Action Plan and Projected Use of Funds in accordance with these requirements and made it available to the public;
 - will conform with civil rights laws on non-discrimination in government programs and fair housing;
 - developed a Community Development Plan;
 - developed a one year projected use of funds;
 - developed its Community Development Plan and the projected use of funds to give maximum feasible priority to activities which benefit low/moderate income families or aid in prevention or elimination of slums or blight or meet other urgent needs;
 - adopted an Anti-Displacement and Relocation Plan;
 - will not attempt to recover capital improvement expenditures through special assessments against properties owned and occupied by low and moderate income persons;
 - will follow procedures for lead-based paint as defined in 24 CFR Part 570.608 and Part 35;
 - will provide a drug free work place and has established a drug free awareness program for employees engaged in the performance of the grant;

- federal funds will not be used for lobbying efforts;
- adopted and is enforcing 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;
- will comply with other provisions of the Act and with other applicable laws; and
- will evaluate requested financial assistance to ensure necessary and reasonable amount of funds are invested to provide affordable housing.

Available Information:

Persons wishing to see recent copies of the One-Year Action Plan and Projected Use of Funds, the Federal Regulations, applications of CDBG and HOME, or other information concerning the proposed use of funds, may visit the Neighborhood Services Housing Section of the Community Development Department at 1104 Martin L. King Jr. Ave., Coleman Bush Building, or call the office at (863) 834-3360. Hours are Monday through Friday, 8:00 a.m. to 5:00 p.m.



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