



**NEIGHBORHOOD SERVICES DIVISION
HOUSING SECTION**

42nd Year Community Development Block Grant (CDBG) and
22nd Year HOME Investment Partnerships (HOME)

**ONE YEAR ACTION PLAN
2016-2017**

July 18, 2016



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Executive Summary

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

1. Introduction

The City of Lakeland Community Development Department – Neighborhood Service Division is awarded federal formula funds annually from the U. S. Department of Housing and Urban Development (HUD). As a condition of awarding these funds, the City is required each year to develop a one-year Action Plan that outlines the community development goals on which it will focus these funds. The Plan covers the period of October 1, 2016 through September 30, 2017. During this period, the City has been awarded the following Federal Formula funds:

- Community Development Block Grant (CDBG)
- HOME Investment Partnerships Program (HOME)
- Housing Opportunities for Persons with AIDS (HOPWA)

Programs and activities in this plan are intended to primarily benefit low and moderate income residents, neighborhoods with high concentrations of low and moderate income residents, and the city as a whole. HOPWA funds have been re-designated to the State of Florida Department of Health.

2. Summarize the objectives and outcomes identified in the Plan

The 2016-17 Action Plan includes the three goals outlines below, all targeting community needs related to affordable housing, suitable living environment and expand economic opportunities. The objectives and goals of the Five Year Consolidated Plan are to:

Objective #1: Provide affordable, safe, decent housing

Outcomes

- Preserve and maintain affordable housing by correcting substandard housing conditions;
- Increase homeownership opportunities for low to moderate income individuals through affordable homes construction and down payment assistance;
- Increase rental housing units through partnerships with the public housing authority and private sector investors; and
- Assist in the provision of persons and/or families at risk of becoming homeless and those homeless to obtain affordable housing.

Objective #2: Establish and maintain a suitable living environment

Outcomes

- Improve safety and livability of neighborhoods;
- Improve housing and neighborhood conditions for homeowners and renters through code enforcement;
- Provide infrastructure improvements, including streets and sidewalks; and
- Increase access to quality facilities and services.

Objective #3: Expand economic opportunities

Outcomes

- Empower low income persons to achieve self-sufficiency; and
- Assist in providing employment opportunities to low income persons in areas affected by those programs and activities covered by the Plan.

As the City of Lakeland continues to work toward addressing the needs of the community, there continues to be a major demand for funding to address other national priorities. Like other HUD grant entitlements, the City of Lakeland is faced with providing more services to a growing population and a reduction in local and state resources.

3. Evaluation of past performance

In the previous year, the City of Lakeland has shown major progress in its efforts to implement its programs. The City is in compliance with HUD regulations and continues to deliver housing and community development services in an efficient manner.

The City has successfully funded housing preservation and production through housing rehabilitation program by repairing homes and reconstructing homes on the same lot, if needed, with more energy efficient homes. The funds also assisted with Code Enforcement efforts and public services activities. The City has produced affordable housing units for first time homebuyers through its down payment assistance program.

The City has been successful in implementing these programs in the past and anticipates the continuation of such programs in the future. The City will use CDBG and HOME funds to make these programs worthy and to meet the goals and objectives identified in the Consolidated Plan.

4. Summary of Citizen Participation Process and consultation process

The City of Lakeland is required by the U.S. Department of Housing and Urban Development (HUD), pursuant to 24 CFR 91.105, to have a detailed Citizen Participation Plan that contains the City's policies and procedures for public involvement in the Consolidated Plan process and use of Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. The citizen participation plan is an important part of the five-year Consolidated Plan and may be amended over the life of that plan.

The process of developing and implementing the Consolidated Plan is broken into several different phases: development, amendments, and performance reporting. The citizen participation process is integrated into each of these phases.

The City strives to keep all interested parties informed about the opportunities for involvement in each phase of the Consolidated Plan process, including opportunities to comment on all proposed Consolidated Plan submissions to HUD, any substantial amendments and the Consolidated Annual Performance and Evaluation Report (CAPER).

5. Summary of public comments

At the May 16, 2016 public meeting, there were ten community members in attendance as well as the District's Commissioner, City Manager and Deputy City Manager. After the presentation, there was one question asked regarding the availability of information on the website. Staff directed the citizen to the website.

On June 2, 2016, an Affordable Housing Advisory Committee meeting was held with seven members in attendance. The prior year accomplishments were reviewed and the projected use of funds was outlined. There were several questions regarding the proposed budget items. Staff replied.

On June 20, 2016, a public hearing was held with the City Commission and public. There were several questions regarding partnerships, applicant's list, how HUD funds are distributed and how much funds are expended in different regions of the city. Staff replied to each question and will supply a map of applicants' assistance in different regions.

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

N/A

7. Summary

The Staff accepted the concerns and answered the questions presented from the public, interest community, City management and City Commissioners. All expressed that they were pleased with the affordable housing programs with the assistance given to low income clients.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator	LAKELAND	Community Dev/Neighborhood Services Division
HOME Administrator	LAKELAND	Community Dev/Neighborhood Services Division

Table 1 – Responsible Agencies

Narrative (optional)

The Neighborhood Services Division (NSD) – Housing Section of the City of Lakeland, under the general direction of the Community Development Department, will be the lead agency for preparing and implementing the Plan. The Housing Section coordinated its planning efforts among many local partner organizations to ensure that the goals outlined in the plan are met in a manner consistent with the stated performance measures.

As part of the Plan development process, input on housing, community development and support service needs, issues and initiatives were solicited from citizens and organizations. Neighborhood Services Division has and will continue to create partnerships with non-profit developers, Community Housing Development Organizations (CHDOs), social service providers and other units of local government to expand the City’s ability to provide affordable housing and community development programs.

The Neighborhood Services Division also obtained information on housing and community development needs and issues through participation of housing advocacy groups and support service organizations, including the Affordable Housing Advisory Committee, the Homeless Coalition of Polk County and the Polk County Department of Health provided information on people with HIV/AIDS and lead based-paint poisoning, neighborhood associations, representatives of health and human services agencies. The City of Lakeland worked with the Lakeland Housing Authority and other housing and support service organizations on grant applications, plan compliance reviews and the certification of consistency process.

Public meetings and hearings were held to obtain input from citizens and community leaders in preparing the Action Plan for 2016 to 2017. A list of the organizations contacted is included in Table 2.

The Neighborhood Services Division Staff also regularly attends and participates with groups such as Lakeland and Polk Vision, Homeless Coalition of Polk County and Mid-Town Community Redevelopment Agency to improve methods of delivery and initiate systematic improvements in certain service sectors.

Consolidated Plan Public Contact Information

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Neighborhood Services Division
1104 Martin L. King, Jr. Avenue
Lakeland, FL 33805
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housing@lakelandgov.net

Business hours: 8 am – 5 pm (Monday – Friday)

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The Neighborhood Services Division, under the general direction of the Community Development Department will be the lead agency for preparing and implementing the Plan. The Neighborhood Services Division coordinated its planning efforts among many local partner organizations to ensure that the goals outlined in the plan are met in a manner consistent with the stated performances measures.

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

The City is committed to the close coordination of all its programs with other City departments, local nonprofits and the private sector. Neighborhood Services Staff will continue to participate in events and planning sessions of the local housing authority, private housing developers and health and social service agencies.

Staff makes an effort to attend various community meetings throughout the county.

The City has an ongoing relationship with the Lakeland Housing Authority (LHA). The City also supports the LHA Self Sufficiency and Youth Build projects.

The City provides several health and social service agencies with CDBG and City general funds through the public/community service application process.

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

The City’s strategy for addressing chronic homelessness includes working with providers of emergency housing, transitional housing, and permanent housing for the homeless in Lakeland. Exhibit 1 of the Continuum of Care may be viewed at www.polkhomeless.org.

The HCPC coordinates with homeless service providers to circulate information regarding grants and funding available through HUD for permanent housing and transitional living programs. The Coalition is the organizing agency in the development of Exhibit 1 of the Grant Application for the McKinney-Vento Act Funds. The Coalition has successfully sought grant funds for the Continuum of Care, State of Florida and the Department of Children and Families. The Coalition works closely with Department staff to further assist the homeless or persons threatened with homelessness. These grant funds have been distributed to member agencies that applied for funds through the Homeless Coalition of Polk County.

The City's Housing Section staff works closely with the Homeless Coalition's Director and is a member of the executive board committee. The City continues to participate as a member and on various committees in support of the Homeless Coalition of Polk County, Inc. Additional support to existing programs is given each year by awarding public services and community services grants to support the Coalition and local member organizations.

Lack of funds to end chronic homelessness is one of the largest barriers to success. The current inventory in the Lakeland and Polk County Continuums of Care show that the majority of Emergency and transitional housing shelter beds for individuals are located in Lakeland. Similar statistics exist in regard to Persons in Families with Children with the majority of the beds for families with children are located in Lakeland.

The Polk County Continuum of Care is also making more of an effort to identify the geographic locations from which the homeless originate in Polk County. Recent homeless surveys identified previously uncounted homeless in County areas outside of Lakeland. Therefore, it seems logical to conclude that shelter capacity will be developed in other areas of the County. If other areas of Polk County develop shelter capacity, it appears possible that the number of Polk County residents served in Lakeland will decline.

In today's economy, HCPC and other agencies are seeing more families with children seeking affordable housing. The City in partnership with homeless providers, local housing authority and affordable housing developers seek methods of assisting extremely low and very low income people. Wages have not kept pace with the cost of housing and utilities for the families that are low income. The City partners with Lakeland Habitat, Keystone Challenge (CHDO) and the Lakeland Housing Authority and other affordable housing developers.

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

The City of Lakeland does not receive or administer the Emergency Shelter Grant.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Lakeland Habitat for Humanity
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Stakeholder interview
2	Agency/Group/Organization	Homeless Coalition of Polk County
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Stakeholder interview
3	Agency/Group/Organization	Keystone Challenge Fund
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Stakeholder interview
4	Agency/Group/Organization	Lakeland Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Stakeholder interview

5	Agency/Group/Organization	Affordable Housing Advisory Committee
	Agency/Group/Organization Type	Services - Housing Social Services
	What section of the Plan was addressed by Consultation?	Public Housing Needs Community Development Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Public meeting

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

N/A

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Homeless Coalition of Polk County	Goals do not overlap
City of Lakeland Ten Year Comprehensive Plan	City of Lakeland	Goals do not overlap
City of Lakeland CRA Plan	City of Lakeland	Goals do not overlap
LHA Five Year and Annual Plan	Lakeland Housing Authority	Goals do not overlap
Polk County Neighborhood Services Con Plan	Polk County Neighborhood Services Division	Goals do not overlap
Central Florida Planning Council		Goals do not overlap

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

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

The City of Lakeland is required by the U.S. Department of Housing and Urban Development (HUD) pursuant to 24 CFR 91.105 to have a detailed Citizen Participation Plan that contains the City's policies and procedures for public involvement in the Consolidated Plan process and use of CDBG and HOME funds. The citizen participation plan is an important part of the five-year Consolidated Plan and may be amended over the life of that plan.

Amendments to Final Statement

The City may decide not to carry out an activity described in the final statement, or to include an activity not previously described, or to substantially change the purpose, scope, location or beneficiaries of an activity. Prior to the City Commission taking action to amend the final statement, the Community Development Department shall require a public notice to be published in a local newspaper at least seven days prior providing citizens with notice and the opportunity to comment on the proposed amendment. The City Commission shall consider citizen comments and, if appropriate, may modify the proposed changes. In the event the Commission approves an amendment, the Department shall publish a public notice of the amended final statement.

Substantial Change Criteria

A substantial change includes the cancellation of a previously approved activity, the addition of an activity not previously described, or a change in the purpose, scope, location or beneficiaries of an activity. A substantial change as described above requires an amendment to the City's final statement. The City shall provide sufficient public notice and shall hold a public hearing where citizens will be given an opportunity to provide comments.

Annual Performance Report

Each year HUD requires that the City compile a Consolidated Annual Performance and Evaluation Report (CAPER) within 90 days of the end of the fiscal year. The report provides programmatic and financial data on the progress with which the federal grant programs were implemented during the fiscal year.

At least fifteen days prior to submitting the report to HUD, the City will publish a public notice in the local newspaper announcing the availability of the report for review by the public. After the public comment period, the City shall consider any comments received and a summary of the comments shall be attached to the report when submitted to HUD.

Efforts made to Broaden Public Participation

The Neighborhood Services Division Staff attends and participates in different community forums throughout the year, such as Public Works Week. This informal method allows the staff to inform the public and organizations of our mission. Other Public meetings were held to obtain input from all sectors of the community.

Currently, there are no local newspapers for the African American or Hispanic neighborhoods. Over 200 postcards were mailed to the local minority community, public service agencies, and neighborhood associations and distributed to all interested city departments to announce the public meeting on May 16. Staff attends various meetings and service providers’ activities to hear the needs and views of the community.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Request for Proposal	Non Profit Organizations	N/A	N/A	N/A	
2	Public Meeting	Low income census tract community	May 16,. 201619 attendees	Review of plan by AHAC/Recommend public services	All comments were accepted	
3	Public Meeting	Non-targeted/broad community	June 2, 2016/7 attendees	Review of plan by AHAC/recommend public services	N/A	
4	Newspaper Ad	Non-targeted/broad community	June 15 to July 14, 2016/TBD	None received	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Hearing	Non-targeted/broad community	June 20, 2016/TBD	City Commissioner expressed that they were pleased with affordable housing programs; but to know the different regions of the city funds are being expended. Staff provided a map.	N/A	
6	Public Hearing	Non-targeted/broad community	July 18, 2016/TBD	N/A	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

The City of Lakeland is awarded an allocation of CDBG funds each year which, for 2016-2017 is \$835,539, and anticipates an approximate amount of \$2,000 program income. CDBG funds may be used for housing and community development activities including housing rehabilitation, public services, code enforcement and administration of the City’s CDBG program.

The City of Lakeland also is awarded HOME funds in the amount of \$315,090 and anticipates an approximate amount of \$5,000 for program income. The amount awarded for the State of Florida State Housing Initiatives Partnership (SHIP) program is \$464,647 for 2016-2017. HOME and SHIP funds may be used for housing activities such as increasing homeownership, housing rehabilitation, housing rehabilitation administration of the City’s HOME and SHIP programs and CHDO support. The City’s General Fund and CRA funds may be utilized for impact fee reimbursements/waiver for multi-family housing developments.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	835,539	2,000	400,000	1,237,539	4,100,757	Anticipated four-year average annual CDBG allocation

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	315,090	5,000	0	320,090	922,964	Anticipated four- year average annual HOME allocation

Table 5 - Expected Resources – Priority Table

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

The City’s Neighborhood Services Division will seek other grant funding sources to leverage with existing state, federal and general funds. The City was awarded \$2,005,781 in 2009 and \$1,303,139 in 2011 from HUD’s Neighborhood Stabilization Program (NSP) to acquire, rehabilitate and sell foreclosed and abandoned homes and Community Development Block Grant – Recovery to stimulate the suffering economy. The City will meet its HOME match requirements with the State funds available, local impact fees waivers and/reimbursement to non-profit developers, discounted homesteading lot program and other local contributions. The State of Florida funded the State Housing Initiatives Partnership (SHIP) program with an allocation of \$641,647 in housing and community development funding.

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

identified in the plan

The City does not plan to use city-owned property to address the needs identified in this plan.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

No Goals Found

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Housing	2015	2019	Affordable Housing	City-Wide	Preserve and maintain affordable housing	CDBG: \$750,371 HOME: \$183,440	Homeowner Housing Rehabilitated: 15 Household Housing Unit
2	Quality of life	2015	2019	Non-Housing Community Development	City-Wide Code enforcement	Code Enforcement Safety of Neighborhoods Infrastructure Improvements Facilities and Services	CDBG: \$63,970 HOME: \$0	Housing Code Enforcement/Foreclosed Property Care: 2657 Household Housing Unit
3	Self Sufficiency	2015	2019	Affordable Housing	City-Wide	Preserve and maintain affordable housing Increase homeownership	CDBG: \$0 HOME: \$105,141	Direct Financial Assistance to Homebuyers: 5 Households Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Housing
	Goal Description	Quality affordable housing, Temporary relocation, clearance and demolition, Housing Rehab Delivery
2	Goal Name	Quality of life
	Goal Description	Code enforcement, blight and elimination, Public Services
3	Goal Name	Self Sufficiency
	Goal Description	Affordable Housing, Home Purchase Assistance, Community Housing Development Organization

Table 7 – Goal Descriptions

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):

Cost burdened renters need decent, affordable housing. Extremely low income households have the greatest need for continued assistance in the form of a subsidy or an affordable unit. Very low income and low income renters with a housing problem need assistance with supportive services, such as childcare, health care or transportation services. Assistance with supportive services reduces demands on their incomes, making more income to pay for housing. Very low income and low income renters who are provided assistance with other services may be able to save money that can be used for a down payment and closing costs on an owner unit. Because the majority of the low income renters are experiencing cost burden, all would benefit from improved educational opportunities and job training.

Low income owners who are cost burdened need assistance with maintenance and upkeep of their units so that they do not deteriorate. Low income owners also need assistance with supportive services that reduce the competing demands on their limited incomes. Low income owners would also benefit from improved educational opportunities and job training.

AP-35 Projects – 91.220(d)

Introduction

The City of Lakeland’s Action Plan outlines its planned actions for the 2016 -2017 to support housing and community development for the City’s low- and moderate-income populations, as well as the City’s homeless and special needs groups.

The Neighborhood Services Division, under the direction of the Community Development Department, will continue to administer its Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) affordable housing programs. The City will continue to provide funding for affordable housing rehabilitation and home purchase assistance as well as coordinating efforts of social service providers to enhance the quality of life for persons at 80% and below of the area median income.

#	Project Name
1	Owner Occupied Housing Rehabilitation
2	Home Purchase Assistance-HOME funds
3	Temporary Relocation
4	Clearance and Demolition
5	Housing Rehabilitation Staff-Activity Delivery
6	Code Enforcement
7	General Program Administration
8	Community Housing Development Organization
9	Simpson Park Camp Blast Summer Program
10	Coleman Bush Building Summer Tutoring
11	Coleman Bush Building Fall Tutoring
12	Coleman Bush After School Tutoring
13	Simpson Park Art Classes
14	Simpson Park Dance Classes
15	Simpson Park Swimming Classes
16	Boys and Girls Club Summer and After School Programs
17	Lakeland Volunteers in Medicine
18	Salvation Army
19	Sunrise Community of Polk County
20	Volunteers in Service to the Elderly (VISTE) Hot Meals

Table 8 – Project Information

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

Allocations are typically used to address high priority needs, as identified in this plan, on a citywide basis for projects primarily benefiting low and moderate income households. The basis

for assigning priority given to each category of priority needs (include relative priority, where required,) was a series of focus group meetings with providers of housing and community services, public meetings and public hearings. Consultations with the local housing authority and other City and Planning documents were also considered. A community needs survey was published on the internet. HOPWA assistance shall be provided throughout the Lakeland/Winter Haven EMSA or Polk County wide.

The primary obstacle to addressing underserved needs continues to be the diminishing availability of funds and the increasing requests of funding needs from non-profit agencies providing services to low and moderate income individuals.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	Owner Occupied Housing Rehabilitation
	Target Area	City-Wide
	Goals Supported	Affordable Housing
	Needs Addressed	Preserve and maintain affordable housing
	Funding	CDBG: \$740,371 HOME: \$178,440
	Description	Housing program provides major rehabilitation and emergency repair for owner-occupied housing for low income homebuyers
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Thirteen (13) low income families
	Location Description	1104 Martin L. King Jr Ave., Lakeland, FL 33805
	Planned Activities	Single unit housing rehabilitation
2	Project Name	Home Purchase Assistance-HOME funds
	Target Area	City-Wide
	Goals Supported	Self Sufficiency
	Needs Addressed	Preserve and maintain affordable housing
	Funding	HOME: \$50,000
	Description	This program provides down payment and closing cost assistance to low income home buyers. Homes purchased must be within the city limits.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Four (4) low income families

	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Down payment and closing cost assistance
3	Project Name	Temporary Relocation
	Target Area	City-Wide
	Goals Supported	Affordable Housing
	Needs Addressed	Preserve and maintain affordable housing
	Funding	CDBG: \$5,000 HOME: \$5,000
	Description	Temporary relocation for clients benefiting from the City's owner-occupied rehabilitation program.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Seven (7) low income families
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Temporary relocation assistance for clients benefiting from the City's owner-occupied rehabilitation program
4	Project Name	Clearance and Demolition
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Preserve and maintain affordable housing
	Funding	CDBG: \$5,000
	Description	Clearance, demolition and removal of accessory building and improvement including movement of structure to other sites
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Two (2) low income households
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Clearance and demolition for blighted properties

5	Project Name	Housing Rehabilitation Staff-Activity Delivery
	Target Area	City-Wide
	Goals Supported	Affordable Housing
	Needs Addressed	Preserve and maintain affordable housing
	Funding	CDBG: \$175,000
	Description	Funds are budgeted to administer the Neighborhood Services Housing Section, owner occupied rehabilitation program. This includes activity delivery for CDBG and other low income rehabilitation activities.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Thirteen (13) low income families
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Staff activity delivery
6	Project Name	Code Enforcement
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Preserve and maintain affordable housing Code Enforcement
	Funding	CDBG: \$63,970
	Description	Code Enforcement as it relates to demolition, housing and environment code violations, fire inspections, overgrowth/care of premises, and abandoned vehicles.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Two thousand six hundred and fifty seven (2,657) households
	Location Description	Census Tracts -103, 108, 109, 110, 111, 112.02, 112.03, 112.04, 114, 117.04, 117.22, 120.02, 164

	Planned Activities	Costs incurred for inspection code of violation and enforcement of codes
7	Project Name	General Program Administration
	Target Area	City-Wide
	Goals Supported	Affordable Housing
	Needs Addressed	Preserve and maintain affordable housing Code Enforcement Safety of Neighborhoods
	Funding	CDBG: \$125,000 HOME: \$31,509
	Description	General program administration involving the oversight, monitoring and coordination of Community Development Block Grant Program and related activities. Payroll and benefits of staff involved in administration and costs for the provision of CDBG and HOME programs information to the public. General program administration and projects soft costs.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Thirteen (13) low income families
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
8	Project Name	Community Housing Development Organization
	Target Area	City-Wide
	Goals Supported	Self Sufficiency
	Needs Addressed	Preserve and maintain affordable housing
	Funding	HOME: \$55,141
	Description	Housing Acquisition and rehabilitation/reconstruction
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One (1) low income household

	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Reconstruction or rehabilitation of a single family unit
9	Project Name	Simpson Park Camp Blast Summer Program
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$23,542.00
	Description	This structured summer recreation program provided by the City of Lakeland's Parks and Recreation Department will provide activities for the youth
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One hundred (100) low income children
	Location Description	1725 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Youth Summer Camp
10	Project Name	Coleman Bush Building Summer Tutoring
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$3,200
	Description	Summer tutoring for low income households
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Fifty (50) low income children
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Summer Youth Tutoring
	Project Name	Coleman Bush Building Fall Tutoring

11	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$11,300
	Description	After school tutoring
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Sixty (60) low income children
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	After school tutoring
12	Project Name	Coleman Bush After School Tutoring
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$2,970
	Description	After school dance, keyboard and Taekwondo Classes
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Eleven (11) low income children
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Youth Activities
13	Project Name	Simpson Park Art Classes
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$2,740

	Description	After school art classes
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Two hundred fifty (250) low income children
	Location Description	1104 Martin L. King Jr Ave., Lakeland, FL 33805
	Planned Activities	After school activities
14	Project Name	Simpson Park Dance Classes
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$2,180
	Description	Dance classes
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Two hundred fifty (250) low income children
	Location Description	1104 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Youth dance classes
15	Project Name	Simpson Park Swimming Classes
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$4,200
	Description	Swim Classes
	Target Date	9/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	One hundred five (105) low income children
	Location Description	1725 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Swimming lessons for youth
16	Project Name	Boys and Girls Club Summer and After School Programs
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$15,000
	Description	Programs proved safe environment with the summer camp and after school program for low income youth at two (2) location.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	Forty (40) low income children
	Location Description	1505 Martin L. King Jr. Ave., Lakeland, FL 33805
	Planned Activities	Summer camp and after school programs for children
17	Project Name	Lakeland Volunteers in Medicine
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$26,000
	Description	Non-profit agency provides medical care for the working uninsured with volunteers.
	Target Date	9/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	Two thousand four hundred one (2,401) low income working uninsured
	Location Description	1021 Lakeland Hills Blvd., Lakeland, FL 33805
	Planned Activities	Healthcare
18	Project Name	Salvation Army
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	- CDBG: \$5,000
	Description	Assist homeless population in obtaining legal documents.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One hundred (100) homeless and at-risk individuals
	Location Description	830 N Kentucky Ave., Lakeland, FL 33801
	Planned Activities	Intake Coordinator to assist homeless and at-risk population with resources
19	Project Name	Sunrise Community of Polk County
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$3,200
	Description	Provide special needs individuals with computer modifications in an adult care center
	Target Date	9/30/2017

	Estimate the number and type of families that will benefit from the proposed activities	Fifty (50) special needs individuals
	Location Description	807 N Lake Parker Ave., Lakeland, FL 33801
	Planned Activities	Computer equipment for developmentally disabled individuals
20	Project Name	Volunteers in Service to the Elderly (VISTE) Hot Meals
	Target Area	City-Wide
	Goals Supported	Quality of life
	Needs Addressed	Facilities and Services
	Funding	CDBG: \$26,000
	Description	Agency working with volunteers to prepare and deliver hot meals to low income, home bound elderly residents.
	Target Date	9/30/2017
	Estimate the number and type of families that will benefit from the proposed activities	One hundred seventeen (117) low income elderly
	Location Description	1232 E. Magnolia St., Lakeland, FL 33801
	Planned Activities	Deliver hot meals to elderly

AP-50 Geographic Distribution – 91.220(f)

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

The geographic areas of the City in which the CDBG funding will be invested consist of the areas identified by Census Tract. There are several areas that have high percentages of low income residents. That is, the census tracts identified contain the highest concentration of low income families. The population of the remaining low income tracts is between 13 and 55 percent minority. The majority of the population in the census tracts is of low to moderate income.

Although the City of Lakeland’s programs are citywide, the vast majority of funds are spent within the census tracts outlined in colors in the map. For PY 2016-2017 as in prior years, Neighborhood Services Division anticipates expending the majority of the funds in the census tracts through various housing programs and public services activities.

Geographic Distribution

Target Area	Percentage of Funds
City-Wide	100
Code enforcement	7

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Census Tracts where 51% of the individuals meet HUD's low/moderate income standards (80% or less of the area median income) are identified as target areas for investment.

Assistance will also be made available citywide to persons meeting the CDBG eligibility requirements for low- and moderate income benefit. While the City of Lakeland estimates the percentage of funds to be directed to low- and moderate-income areas or citywide, the City has not estimated the percentage of funds to be directed to specific areas.

Discussion

The City will concentrate its efforts on owner occupied rehabilitation, home purchase assistance and public supportive services to benefit the low to moderate income clients citywide.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Neighborhood Services will concentrate its efforts on keeping families in their homes with its rehabilitation programs. There is a tremendous need for major and minor repairs of existing homes. The City also will provide eligible households with homeownership assistance.

Neighborhood Services has committed its rehabilitation program to perform energy saving efforts such as R38 insulation, 15 SEER heating and cooling units; low E coating windows and low flow faucets and toilets.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	13
Special-Needs	5
Total	18

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	1
Rehab of Existing Units	18
Acquisition of Existing Units	4
Total	23

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

The City will concentrate its efforts on owner occupied rehabilitation due to the age of existing stock, home purchase assistance to assist families with self-sufficiency and public supportive services to benefit the low to moderate income clients citywide.

AP-60 Public Housing – 91.220(h)

Introduction

The City works with the Lakeland Housing Authority (LHA) on different projects during the program year.

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

The City and LHA offers their residents positive programs, undertaking by both entities. LHA provides homebuyer education and the City offers down payment and closing assistance. LHA offers the Family Self-Sufficiency and Youth Build Programs and the City supports these programs by signing the Certificate of Consistency. The City also provides funds for low income youth for scholarships at a local non-profits agency and many youth from the housing complexes take advantage of the after school and summer programs.

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

LHA is committed to providing families in assisted housing with opportunities for growth and development. All recipients of Section 8 rental assistance are provided counseling through a case management and supportive service referral program based on the Family Self-Sufficiency model. The mission of the Family Self-Sufficiency program is achieved through the coordination and the broadening of the existing resources to help low- and moderate-income persons to become economically independent and self-sufficient.

Neighborhood Services encourages its general contractors to recruit residents of its housing complexes and Youth Build program with its Section 3 requirements. This would promote opportunities for clients to earn income to become homeowners. As mentioned above, LHA offers homebuyer education and the City provides down payment and closing assistance to clients.

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

The Lakeland Housing Authority is not designated as “troubled”.

Discussion

The City has a strong working relationship with the Lakeland Housing Authority with the support of its

many services offered and also waiver of particular impact fees for their multiple family projects.

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

Introduction

The City staff works closely with the local homeless and special needs providers to support their efforts in their programs.

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

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

Our homeless outreach one-year goals and actions are to:

- Examine the capacity of outreach efforts and expand services to meet demand.
- Create and deliver basic training for outreach volunteers, library employees, law enforcement, and other frontline service providers.

Addressing the emergency shelter and transitional housing needs of homeless persons

Our one –year goals and actions to address this issue are to:

Develop a strategy to align the emergency shelter and transitional housing beds more closely with the needs over the next five years.

Work with Polk County to determine if an emergency shelter outside the City of Lakeland would better serve the homeless. Currently, the only emergency shelters are located in the City of Lakeland.

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

Our strategy to address this issue is to:

- Increase funding for rapid re-housing by working with GiveWell, the community foundation serving Lakeland, to make rapid re-housing projects a funding priority.
- Prioritize rapid re-housing for CoC funding.
- Evaluate current CoC transitional housing programs serving families for re-allocation of funding

toward rapid re-housing.

- Continue to pursue State of Florida and private funding for rapid re-housing projects.
- CoC to work with Public Housing Authorities on Section 8 and rapid re-housing.

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.

Our strategy to address this issue is to:

- Identify community prevention partners determining what each prevention partner group can best do for prevention and ensure processes and tools are in place to support prevention.
- Work with landlords to identify stability issues early and effective interventions to keep client housed.
- CoC develops and monitors CoC-wide goals emphasizing housing retention outcomes with results reported in annual performance-based rankings.
- CoC monitors provider housing stability providing technical assistance to poor performers as needed.
- Connect prevention programs coordinated entry allowing households to quickly access the services they need without having to call multiple programs.
- Pursue increased funding for homeless prevention projects including Florida Department of Children and Families Homeless Prevention Grant.

Discussion

The City supports the efforts of the homeless community with the support of the public service agencies. The City's Mayor has also revitalized the Mayor's Taskforce to End Homelessness. Several meetings have taken place already with major role players from the community. The special needs community is support with the financial awards to public agencies and waiver of impact fees for special needs project.

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

Introduction

The effect of City public policies on the cost of affordable housing may include tax policy affecting land and other property, land use controls, zoning ordinances, building codes, impact fees, growth limits, and policies that affect the return on residential investment. The City has a review process in place for all City actions that may adversely impact the development of affordable housing. The following programs have been established to support affordable housing within the city limits.

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

Impact Fee Credits-All land development activity, regardless of type or location, may receive an impact fee credit for a structure which has been removed within the prior five years.

Impact Fee Exemptions-The City has in place impact fee exemptions targeted to a specific location. Through an inter-local agreement with Polk County, development in the Core Improvement Area is exempt from all County and City impact fees except water, wastewater, and fire service capacity fees.

Affordable Housing Incentive Plan-In 1992 when the State enacted the William E. Sadowski Affordable Housing Act, which provided a comprehensive funding package for affordable housing programs, local governments had to develop a “Local Housing Incentive Plan” to receive funds under the Act. The City appointed an Affordable Housing Advisory Committee (AHAC) which, through the Affordable Housing Incentive Plan, established the incentives to be provided to encourage the development of affordable housing. The incentives include:

- Expedited permitting for all affordable housing developers;
- Developers may request impact fee reimbursements if the unit is sold or rented to an eligible household ;
- Eligibility for additional incentives that may be approved by the Affordable Housing Review Committee, including reduced road widths, and modifications in curbing, parking, or other site improvement features .

Code Enforcement-The Code Enforcement Section of the Neighborhood Services Division is responsible for investigating and citing properties for code violations, boarding up abandoned buildings, demolishing unsafe structures, and maintaining vacant lots. Code Enforcement receives funding from both CDBG and the City’s General Fund. Code Enforcement has a new computer system that allows the tracking of code

violations by Census Tract.

Urban Homesteading Program-As a strategy to promote infill housing development in some of Lakeland's most distressed neighborhoods, the Urban Homesteading Program was developed. On vacant buildable residential lots, the City shall continue to aggressively pursue title and marketability through foreclosure of special assessment liens and quiet title action. Funding for this effort is derived from the General Fund. The City shall maintain a list of City owned vacant lots suitable for single family construction where the property has marketable title and all back taxes have been paid in full. These lots shall be available for Urban Homesteading.

Accessory Dwelling Units-The City amended its Land Development regulations to allow accessory dwelling units (ADU) in residential zoning districts. ADUs may provide affordable units for retirees, single persons, couples and students while attending college or preparing to become independent.

Discussion

N/A

AP-85 Other Actions – 91.220(k)

Introduction

The City will perform the actions stated below to assist low to moderate income households and persons with affordable housing and social service needs.

Actions planned to address obstacles to meeting underserved needs

The Neighborhood Services Division has identified several obstacles that will hinder its ability to address the identified needs in the five-year Consolidated Plan. These include the following:

The primary obstacle to meeting underserved needs in the City is the limited financial resources available to address identified priorities. For example, the amount of CDBG funds available under the 15% Public Service cap is consistently and significantly less than the amount requested to meet local goals. The State housing trust fund has started to increase over the last several years. This fund complemented the federal funds coming into the community.

Lakeland/Polk County area has seen an increase of distressed properties, which are properties that sells for less and in an urgent manner, increased homelessness and risk of homelessness, increased loss of employment and need for increased supportive services for the growing population that is affected by the economy. The City, along with communities, has even fewer resources available to address these issues.

Actions planned to foster and maintain affordable housing

As stated in above paragraphs, the City will concentrate its efforts on keeping families in their homes with its rehabilitation programs. There is a tremendous need for minor and major repairs of existing homes. The City also will provide eligible households with homeownership assistance.

The City's rehab program is committed to provide energy saving efforts such as R38 insulation, 15 SEER heating and cooling units, low E coating windows and low flow faucets and toilets.

The City will continue to support homeless service providers with public service funds in programs to assist households and prevent homelessness. The City supports local non-profit developers with waiver of impact fees, discounted lots and down payment assistance.

Actions planned to reduce lead-based paint hazards

The City of Lakeland addresses lead-based paint hazards as part of the rehabilitation program. The City addresses any lead-based paint hazards pursuant to 24 CFR Part 35 Final Rule effective September 15, 2000. Qualified testers and risk assessment contractors are utilized for the work to be completed for lead based paint stabilization, detection, and abatement using safe work practices. HUD's lead-based paint regulations and requirements are fully incorporated into all of the City's rehabilitation and homebuyer

activities.

Actions planned to reduce the number of poverty-level families

The goal of the City is to address issues relating to poverty through assistance to both outside agencies and City programs. Funded activities that provide assistance and training to lower-income persons include: Salvation Army and Talbot House programs, Homeless Coalition of Polk County support, drug prevention activities, after school programs, summer teen activities, volunteers to assist elderly shut-ins, programs for persons with disabilities, counseling, and recreational programs for low-income children. The State has encouraged entitlements to create a strategy with a rapid re-housing plan with its funds.

The Housing Assistance Program will continue to focus on training and counseling activities that help families become successful homeowners. The Affordable Housing Advisory Committee and the Housing Assistance Partnership Task Force will continue to oversee the implementation of housing programs and attempt to ensure affordable, decent housing for all residents. The City's single family rehab program helps lower income owners make needed repairs, which enables them to remain in their affordable homes.

The Neighborhood Services Division maintains contacts with other agencies supplying services to low income residents such as the Lakeland Housing Authority, various homeless service agencies, and local non-profit agencies with programs that benefit children and families.

The Lakeland Housing Authority operates the Family Self-Sufficiency and Section 8 FSS programs to promote the development of local strategies to coordinate the use of assistance under the public housing program with public and private resources, enable participating families to increase earned income, reduce or eliminate the need for welfare assistance, and make progress toward achieving economic independence and self-sufficiency. The FSS program supports HUD's strategic goals of helping HUD-assisted renters make progress toward housing self-sufficiency welfare reform and help families develop new skills that will lead to economic self-sufficiency. As a result of their participation in the FSS program, many families have achieved stable, well paid employment, which had made it possible for them to become homeowners or move to other non-assisted housing. The City signs LHA's certificate of consistency for its submission to funding sources.

All local non-profit agencies serving the homeless offer some level of supportive services to program participants, ranging from family counseling to job skill development, all of which are intended to promote self-sufficiency and prevent a return to poverty and homelessness.

Actions planned to develop institutional structure

N/A

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

service agencies

The City is committed to the close coordination of all its programs with other City departments, local nonprofits and private sector. Neighborhood Services Staff will continue to participate in events and planning sessions of the local housing authority, private housing developers and health and social service agencies.

Staff makes an effort to attend various meetings of Polk Vision, a local planning agency. In a survey performed by Lakeland Vision, it outlined several priorities for the local community such as: effective land planning to provide diverse housing options for all incomes, preservation of green space and trees, reducing Lakeland's homeless population through outreach shelters and housing programs that provide comprehensive support services, including child care, education and job placement.

The City has an ongoing relationship with the Lakeland Housing Authority (LHA). The City also supports the LHA Youth Build project.

The City provides several health and social service agencies with CDBG and City general funds through the public/community service application process.

Discussion

The City will coordinate its efforts with other agencies in the community to provide services to the low income households and assist those in the prevention of becoming homeless.

Program Specific Requirements

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

Introduction

The City uses CDBG program funds to ensure decent affordable housing, to provide services to the most vulnerable in our communities, to create jobs through the expansion and retention of businesses and to support strong and healthy neighborhoods. Not less than 70 percent of CDBG funds are used for activities that benefit low and moderate income persons, and each funded activity meets one of the following national CDBG objectives:

- benefit low and moderate income persons,
- prevention or elimination of slums or blight, or
- address community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community for which other funding is not available.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

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

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	2,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	2,000

Other CDBG Requirements

1. The amount of urgent need activities	0
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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. 0.00%

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

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

For HOME funds, the City has no forms of investment other than those described in Section 92.205(b). HOME funds are invested as deferred payment loans.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

The City utilizes the recapture method for HOME programs as written in 24 CFR 92.254 {a} {4} with the period of affordability and Recapture Provisions of 24 CFR 92.254 {5}{ii}.

Direct subsidies will be provided in the form of a deferred lien. If a homeowner elects to sale or use the property for non-eligible HOME Program activities, the entire amount of HOME funds assistance that the subrecipients or CHDO to purchase and construct or rehabilitate and homebuyer to purchase shall be recaptured and repaid to the City provided that the net proceed are sufficient.

In the event of sale (voluntary or involuntarily) of the housing unit, and there are no net proceeds or the net proceeds are insufficient to repay the HOME investment due, the City shall recapture the net proceeds, if any. The net proceeds are the sales price minus superior loan repayment (other than HOME funds) and any closing costs.

All CHDO's and subrecipients that are awarded HOME funding for the creation of affordable homebuyer units will use the recapture provisions. This language is included in the written contracts.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Home Purchase Assistance – Assistance provided requires a recapture (affordability term) for all HOME funding. Down payment and closing cost assistance provided as a direct benefit to the client

for home purchase assistance shall be recaptured as follows:

<u>Amount of HOME Assistance per Unit</u>	<u>Affordability Term</u>
Under \$15,000	5 years
\$15,000 to \$40,000	10 years
Over \$40,000	15 years

The contractor's fee is provided as a grant to the client, not subject to recapture; but will be used to calculate the affordability period.

All homebuyers who receive HOME Program assistance will sign a deferred lien and HOME agreement that state the homebuyer will ensure the property remains their principal residence during the period of affordability, as determined by the funding amount. The City maintains a loan portfolio that is reviewed annually to determine if the home remains the borrower's primary residence.

Housing Rehabilitation – Recapture provisions are applied to housing rehabilitation with the pro rata reduction of the deferred lien amount.

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

The City does not intend to use HOME funds to refinance existing debt secured by multi-family housing that is being rehabilitated with HOME funds. The City's HOME funds are used for single-family units.

Discussion

For purposes of the Neighborhood Services Division programs, the City elects to utilize for its income eligibility requirement the Section 8-Part 5 program definition for annual income to determine household income. This definition shall be used program wide.

APPENDICES – A & B

SF -424

Grantee Certifications

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*If Revision, select appropriate letter(s): * Other (Specify)
*3. Date Received:		4. Application Identifier:
5a. Federal Entity Identifier: B-16-MC-12-0011		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Lakeland, Florida		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000354		*c. Organizational DUNS: 02-099-7912
d. Address:		
*Street1: 228 S Massachusetts Ave Street 2: *City: Lakeland County: Polk *State: Florida Province: Country: U.S.A. *Zip/ Postal Code: 33801		
e. Organizational Unit:		
Department Name: Community Development		Division Name: Neighborhood Services
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs. Middle Name: L.		First Name: Annie
*Last Name: Gibson Suffix:		
Title: Housing Programs Supervisor		
Organizational Affiliation:		
*Telephone Number: 863/834-3360		Fax Number: 863/834-6266
*Email: ANNIE.GIBSON@LAKELANDGOV.NET		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: **C. City or Township Government**

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

*Other (specify):

*10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

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

Citywide

*15. Descriptive Title of Applicant's Project:

Citywide Affordable Housing Programs

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant **FL-015**

*b. Program/Project: **FL-015**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: **10/01**

*b. End Date: **09/30**

18. Estimated Funding (\$):

*a. Federal **\$835,539.00**

*b. Applicant

*c. State

*d. Local

*e. Other

*f. Program Income **\$2,000.00**

*g. TOTAL **\$837,539.00**

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

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372

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

Yes No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

**I AGREE

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

Authorized Representative:

Prefix: **Mr.** *First Name: **Anthony**

M i d d l e N a m e : **J.**

*Last Name: **Delgado**

Suffix:

*Title: **City Manager**

*Telephone Number: **863/834-6248**

Fax Number: **863/834-8402**

*Email: **ANTHONY.DELGADO@LAKELANDGOV.NET**

*Signature of Authorized Representative:

Date Signed:

Application for Federal Assistance SF-424		Version 02
*1. Type of Submission <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application <input type="checkbox"/> New <input checked="" type="checkbox"/> Continuation <input type="checkbox"/> Revision	*If Revision, select appropriate letter(s): * Other (Specify)
*3. Date Received:		4. Application Identifier:
5a. Federal Entity Identifier: B-16-MC-12-0228		*5b. Federal Award Identifier:
State Use Only:		
6. Date Received by State:		7. State Application Identifier:
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Lakeland, Florida		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000354		*c. Organizational DUNS: 02-099-7912
d. Address:		
*Street1: 228 S Massachusetts Ave Street 2: *City: Lakeland County: Polk *State: Florida Province: Country: U.S.A. *Zip/ Postal Code: 33801		
e. Organizational Unit:		
Department Name: Community Development		Division Name: Neighborhood Services
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Mrs. Middle Name: L. *Last Name: Gibson Suffix:		First Name: Annie
Title: Housing Programs Supervisor		
Organizational Affiliation:		
*Telephone Number: 863/834-3360		Fax Number: 863/834-6266
*Email: ANNIE.GIBSON@LAKELANDGOV.NET		

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1: Select Applicant Type: **C. City or Township Government**

Type of Applicant 2: Select Applicant Type:

- Select One -

Type of Applicant 3: Select Applicant Type:

- Select One -

*Other (specify):

*10. Name of Federal Agency:

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships

*12. Funding Opportunity Number:

*Title:

13. Competition Identification Number:

Title:

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

Citywide

*15. Descriptive Title of Applicant's Project:

Citywide Affordable Housing Programs

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

Version 02

16. Congressional Districts Of:

*a. Applicant **FL-015**

*b. Program/Project: **FL-015**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

*a. Start Date: **10/01**

*b. End Date: **09/30**

18. Estimated Funding (\$):

*a. Federal	\$315,090.00
*b. Applicant	
*c. State	\$70,598.25
*d. Local	
*e. Other	
*f. Program Income	\$5,000.00
*g. TOTAL	\$390,688.25

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

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

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

- Yes
- No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

**I AGREE

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

Authorized Representative:

Prefix: **Mr.** *First Name: **Anthony**

M i d d l e N a m e : **J.**

*Last Name: **Delgado**

Suffix:

*Title: **City Manager**

*Telephone Number: **863/834-6248**

Fax Number: **863/834-8402**

*Email: **ANTHONY.DELGADO@LAKELANDGOV.NET**

*Signature of Authorized Representative:

Date Signed:



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.

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.

Signature/Authorized Official	Date

Anthony J. Delgado

Name

City Manager

Title

228 South Massachusetts Ave.

Address

Lakeland, Florida 33801

City/State/Zip

(863) 834-6248

Telephone Number

- | |
|--|
| <input type="checkbox"/> This certification does not apply. |
| <input checked="" type="checkbox"/> 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);
- 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;
12. 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:

13. 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
14. 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.

<hr/>	<input type="text"/>
Signature/Authorized Official	Date
<input type="text" value="Anthony J. Delgado"/>	
Name	
<input type="text" value="City Manager"/>	
Title	
<input type="text" value="228 South Massachusetts Ave."/>	
Address	
<input type="text" value="Lakeland, Florida 33801"/>	
City/State/Zip	
<input type="text" value="(863) 834-6248"/>	
Telephone Number	

- 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.

N / A

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

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;

<hr style="border: 1px solid black;"/>	<div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
Signature/Authorized Official	Date
<div style="border: 1px solid black; padding: 2px;">Anthony J. Delgado</div>	
Name	
<div style="border: 1px solid black; padding: 2px;">City Manager</div>	
Title	
<div style="border: 1px solid black; padding: 2px;">228 South Massachusetts Ave.</div>	
Address	
<div style="border: 1px solid black; padding: 2px;">Lakeland, Florida 33801</div>	
City/State/Zip	
<div style="border: 1px solid black; padding: 2px;">(863) 834-6248</div>	
Telephone Number	

- 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.

N / A

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

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

ESG Certifications

I, _____, Chief Executive Officer of **Error! Not a valid link.**, 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 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.

N / A

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

- This certification does not apply.
 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 of Lakeland Community Development Department Housing Division	1104 Martin Luther King, Jr. Ave.	Lakeland	Polk	FL	33805
City of Lakeland Community Development Department Code Enforcement Division	1104 Martin Luther King, Jr. Ave.	Lakeland	Polk	FL	33805
City of Lakeland Parks & Recreation Department	228 S. Massachusetts Ave.	Lakeland	Polk	FL	33801

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 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

Signature/Authorized Official

Date

Anthony J. Delgado

Name

City Manager

Title

228 South Massachusetts Ave.

Address

Lakeland, Florida 33801

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(863) 834-6248

Telephone Number