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CITY OF BRYAN



2018 Annual Action Plan



CDBG B-18-MC-48-0006

HOME M-18-MC-48-0229

COMMUNITY DEVELOPMENT SERVICES DEPARTMENT

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This document is available on the City of Bryan's website:
<http://www.bryantx.gov/community-development>

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SPECIAL THANKS

The Community Development Services Department expresses sincere appreciation to the numerous agencies, departments, committees, and individuals who participated in the development of the City of Bryan's 2018-19 Annual Action Plan.

Approved by the Bryan City Council on: July 10, 2018

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Executive Summary

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

1. Introduction

The U.S. Dept. of Housing and Urban Development (HUD), through a consolidation process, brings together requirements of the National Affordable Housing Act of 1990 and the Housing and Community Development Act of 1992 into one plan called the Consolidated Plan for Housing and Community Development. Referred to as the "Consolidated Plan," it combines the former Comprehensive Housing Affordability Strategy (CHAS) with the planning and application requirements of four entitlement grant programs. The Community Development Block Grant and HOME Grant provide Bryan with annual financial resources to achieve strategies developed in the planning process. Following is a list and brief description of the four entitlement programs involved in the consolidation process.

- **Community Development Block Grant (CDBG) is a formula-based program designed to develop viable urban communities by providing adequate housing, a suitable living environment, and expanding economic opportunities for persons of low and moderate income.**
- Emergency Solutions Grant (ESG) is a formula-based program targeted at improving the lives and safety of persons who are homeless or at risk of becoming homeless.
- **HOME Investment Partnerships Program (HOME) is a formula-based program for expanding and improving the supply of decent, safe and affordable housing for very low and low income persons.**
- Housing Opportunities for Persons with Aids (HOPWA) is a formula-based program targeted at improving housing for persons suffering from AIDS.

The City of Bryan does not receive the HOPWA nor ESG grants. The local non-profit homeless shelter provider, Twin City Mission - as the local lead Continuum of Care agency - applies for ESG funds through the Texas Department of Housing and Community Affairs. The City became a Participating Jurisdiction with HUD in 1995, which allows the City to receive HOME funding on an annual basis. Currently, the City uses CDBG funds to help the homeless and persons with HIV/AIDS, and through working with local partners Project Unity and Twin City Mission who have been recipients of HOPWA and ESG.

The 2018 Annual Action Plan (AAP) is a coordinated approach to address Bryan's housing and community development needs. It is the fourth AAP to be developed by the City under the current 5-Year Consolidated Plan. The goal of this collaborative planning process is to integrate economic, physical and human development needs in a comprehensive and coordinated manner so that families, neighborhoods, and community interests can work and continue to improve quality of life for all Bryan citizens.

This approach eliminates duplications in preparing separate grant reports and requiring multiple planning, development and citizen participation meetings throughout the year. It also utilizes a single application and a single computerized reporting process. Ultimately, the Consolidated Plan allows the City of Bryan, its partners, providers and citizens the opportunity to create a unified vision for the community.

The 2018 AAP covers the time period from October 1, 2018 through September 30, 2019 and describes how federal resources will be used during this period to address community needs. The City has been notified by the U.S. Department of Housing and Urban Development (HUD) that the following funds will be available:

- \$823,293 in Community Development Block Grant Funds (CDBG)
- \$343,707 in Home Investment Partnership Funds (HOME)

The City will also generate approximately \$19,000 in CDBG program income during the 20178 program year. The primary sources of program income are loan repayments through CDBG housing activities. Housing program income is utilized for housing activities. Although there may be crossover from one program year to the next, most anticipated projects are expected to be completed within the program year. The City also anticipates \$65,000 in HOME program income generated from housing activities.

The 2018 AAP has several purposes:

- Review community needs and priorities for addressing those needs as identified in the 2015-2019 5-Year Consolidated Plan (CP),
- Report objectives and outcomes identified in the CP,
- Describe activities to be undertaken during the 2018 program year, using federal dollars to address those needs, and
- Report amount and type of private funds that will be leveraged through the use of these federal dollars.

The 2018 AAP also serves as the City's application to HUD for these funds. The objectives and activities established in this plan also provide a framework for assessing the City's performance in achieving its overall community development goals.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Following are the adopted goals, objectives, strategies and performance goals as outlined in the City of Bryan's 2015-19 CP.

Homelessness

- Provide technical assistance to assist in new construction or rehabilitation 1 sub-standard rental units bi-annually or 2 in the 5 year period.
- Provide technical assistance and/or funding to reduce homelessness through these agencies for an estimated 100 person over the next 5 years.
- Facilitate the funding process for eligible agencies that provide primarily homeless or at risk families/individuals shelter, self-sufficiency programs and case management. These programs will provide assistance to an estimated 100 persons annually.
- Coordinate efforts between groups to encourage 20 homeless persons annually to receive education on homeownership.
- Provide partners information through available avenues such as email, workshops and public meetings to increase financial capacity with a goal of 1-2 resources provides annually.
- Obtain information to be utilized locally by identifying 3-4 homeless coalitions annually to obtain information on successful models that encourage financial and administrative capacity of the organization.

Other Special Needs

- Provide funding and technical assistance through the City's Housing Assistance programs, including: minor repair program; major rehabilitation/reconstruction program; housing development program; and coordination with nonprofit housing developers and organizations for safe affordable housing.
- Partner, through funding and/or technical assistance, with agencies providing supportive social and health services to special needs populations including the: elderly; disabled (mental/physical and developmental); HIV/Aids patients; and those with alcohol/drug addictions.
- Coordinate efforts to address, through technical assistance, housing needs of specific special needs populations, such as mentally disabled, those outside the City's funding process, and with local partners seeking to provide housing and supportive services.
- Provide technical assistance and/or funding to agencies which provide services to children with disabilities.
- Assist public housing residents through technical assistance with their housing and supportive service needs to achieve self-sufficiency to reduce dependency on federally assisted public housing.

Affordable Housing

- Assist with 20 annual minor repairs, including volunteer sweat Equity (provide supplies only) and/or minor repairs that include both labor/materials for electrical, mechanical, and/or plumbing upgrades or other approved minor renovations that address health and safety of the home environment.

- Partner with developers to initiate new affordable housing production encouraging decentralization of low- to moderate-income neighborhoods by providing support services for a minimum of 3 developers annually.
- A minimum of 15 homes will have been assisted through the major rehabilitation/reconstruction housing assistance program for the 5-year period.
- Partner with existing city departments, including code enforcement, fire, development services, and police to provide education and information to residents regarding code issues. Fund, when appropriate, the demolition of 2 houses bi-annually, or 4 over the 5-year period.
- Provide a Request-for-Proposal process at least every 2 years to increase the availability of new construction by existing eligible CHDO's.
- Provide 10 first time home buyers down payment assistance through the Home Buyer's Assistance program annually or 50 for the 5 year period.
- Attend meetings of other entities such as Bank on Brazos Valley, Habitat, and Project Unity's Community Partnership Board, to provide technical assistance on how to obtain down payment assistance, communicate financial requirements and coordinate efforts. Attend 4 meetings annually to provide other providers information or provide low and moderate income individuals education on home buying or financial coaching.
- Attend 4 meetings annually or 20 meetings for the 5-year period with other entities to encourage financial capacity and homeownership.
- Guidance and information provided to 3 developers annually or 15 for the 5-year period to encourage rental rehabilitation and new production.
- Seek new production or rental rehabilitation of 2 units bi-annually or 4 for the 5 year period.
- Collaborate with at least 2 non-profits annually or 10 for the 5-year period that provide rental vouchers or seek to provide rental assistance to low- and moderate-income persons.
- Provide technical assistance for funding resources and/or application processes for a minimum of 2 financial resources annually or 1 for the 5-year period.
- Provide technical assist to nonprofits and/or developers for 1 new housing development for the 5-year period.

Non-Housing Community Development Needs

- Allocate 15% of CDBG annually to provide technical assistance and/or potentially fund up to 12 eligible agencies through a joint process with the City of College Station (Bryan funds approximately 6 agencies annually). Estimated targeted population 3,500 clients served annually.
- Provide a minimum of 2 workshops annually for potential sub-recipients and quarterly monitoring for funded agencies.
- 3,500 unduplicated clients annually who will receive services from these service providers.

- Provide for an annual public facility grant process for eligible nonprofit agencies to seek funding to increase access to services. An estimated 1,000 clients to benefit from a funded public facility project, 1 public facility project targeted for the 5-year period.
- Information will be provided annually to an estimated three (3) different service providers seeking public facility funding.
- Quarterly monitoring will be conducted during the funded year and annually for 5 years after the end of the contract year for funded public facility projects, with an estimated 1,000 unduplicated served per project.
- An annual public facility process will be available for CDAC to consider grant applications and staff recommendations depending on eligibility of the project and funding availability. Estimated 1 park improvement or recreational facility for the 5-year period.
- Provide technical assistance to nonprofits seeking outside funding to increase access to services for low and moderate income and special needs populations utilizing local parks.
- Technical assistance provided annually to at least 2 organizations that provide neighborhood clean-up, provide crime awareness and education to persons residing in low- and moderate-income areas or spot slum/blighted areas.
- Consider funding for 1 public infrastructure project for the 5-year period.
- Provide assistance to 1 economic development activity annually through local fairs, workshops, think tanks, or meetings to increase job opportunities and financial education. If gap financing is provided to development of small business create 1 new job for every \$35,000 expended.
- Provide technical assistance to non-profit and for-profit providers who assist job seekers and provide training and education to improve job and financial life skills by workshops, meetings, and fairs at least 2 annually.

3. Evaluation of past performance

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

As an Entitlement City and Participating Jurisdiction for many years, the City of Bryan has developed programs, procedures, and processes to effectively direct grant resources to identified needs. Under the direction of the Community Development Advisory Committee (CDAC) and the Bryan City Council, and in consultation with HUD's Office of Community Planning and Development Office in Houston, the City has adopted a formalized process by which annual goals and objectives are achieved.

Previous program experiences allow staff to identify and replicate successes in promotion of CDBG and HOME grant goals and objectives. Accordingly, the following program accomplishments for the most recently completed five year Consolidated Plan period (2010-14 CP) have provided guidance to Council and staff in choosing goals and projects found in the current Consolidated Plan.

Decent Housing

- 100 homeowners received minor home repairs
- 15 owner-occupied units rehabilitated or reconstructed
- 5 rental units constructed
- 50 down-payment assistance loans provided
- 100 educated on purchasing homes through other entities
- 15 developer provided technical assistance on rehabilitation or new construction of rental properties
- 15 developers provided technical on new construction for owner occupied and rental properties
- 2 agencies provided technical assistance in increasing rental housing vouchers assistance
- 500 homeless persons provided housing and supportive services

Suitable Living Environment

- 3,500 persons annually or 14,000 for the 5 year period assisted by public service agencies
- 15 persons annually or 75 for the 5 year period with special needs assisted with housing and supportive services
- 10 to 15 (annually) agencies assisted with education to potential sub-recipients of grant funding
- 60 public service agencies assisted with expansion or increased access
- 1 non-profit agency assisted with a public facility project
- 1 city park improvement project
- 1 city infrastructure improvement project

Expanded Economic Opportunities

- 15 businesses assisted (technical assistance) with economic development and job creation
- 3 organizations annually or 15 over the 5-year period that provide financial literacy/coaching serving 100 clients per annually will receive technical assistance.
- 3 annually or 15 organizations that provide job training, life skills, or assist in increasing living wage serving 1,000 over the 5-year period will receive technical assistance.

Following are the most recent accomplishments reported to HUD in the City's 2016 Consolidated Annual Performance and Evaluation Report (CAPER):

Housing

- Rehabilitation, reconstruction, and minor repair completed on 74 private residential structures.
- 11 clients received homebuyer counseling and down-payment assistance for home purchases.
- Provided technical assistance to 9 different private developers (7 for-profit and 2 non-profit) of affordable housing by new construction and rehabilitation activities. Technical Assistance was

provided to Habitat for Humanity who built and sold multiple homes, and ElderAid, a city certified CHDO, who also received funding for development of housing for senior citizens.

- Assisted Bryan Housing Authority by reviewing their Budget and Annual Plan for consistency with the City's Consolidated Plan.
- Assisted the Brazos Valley Coalition for the Homeless (BVCH) on the Continuum of Care and assisted other agencies through BVCH.
- Assisted city departments on Bryan's First Rehab Area and with the Decent, Affordable Safe Housing (DASH) Committee to eliminate substandard and/or dilapidate houses and promote new affordable housing development.

Public Services

These agencies, funded by the City in this reporting period, met the objective category of suitable living environment and outcome category of availability/accessibility.

Bryan Parks and Recreation Summer Camp Program - served 561 clients.

MHMR of Brazos Valley Mary Lake Center - served 58 clients.

Voices for Children - served 217 clients.

Catholic Charities of Central Texas - served 555 clients.

Brazos Maternal and Child Health Clinic - served 622 clients.

Public Facilities and Code Enforcement

- B-CS Community Health Center (a past Section 108 facility) previously funded by the City, reported approximately 12,500 clients served.
- Code enforcement efforts by the City (general funds) resulted in 3,943 code enforcement actions.

Economic Development

- The City and other agencies provided workshops and individual counseling on economic development programs and other economic assistance such as the City's Economic Development Office, the Brazos Valley Council of Governments, and the Brazos Valley Small Business Development Center, to assist business owners with development and financing.

Fair Housing

- The City's Community Development Services Department (CDS) participated in multiple public activities to promote Fair Housing and Equal Opportunities, to include public hearings, radio and television advertisements, and Fair Housing presentations to citizens. Provided for citizen input through 4 public hearings at 2 separate advisory committee meetings.
- Provided FHEO information at 18 unique events, including: regional health and program fairs; internet/webpage PSAs; public hearings; interfaith community presentations; online surveys; and other city and non-profit informational functions.

Other

- Staff served on and provided technical assistance to multiple (non-PSA funded) agencies in advancement of community development goals and objectives
- Prepared and submitted the 2017 Annual Action Plan
- Revised and updated the City's Fair Housing Plan

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Planning for the 2018 Annual Action Plan (AAP) began early in the program year when the Community Development Advisory Committee (CDAC) held numerous public meetings (October 12, 2017, November 9, 2017, February 8, 2018, March 8, 2018, April 12, 2018, May 10, 2018 and June 28, 2018) in order to develop Bryan's 2018 AAP. Two of the public meetings (March 8th and June 28th) included public hearings, presentations and discussion on the CDBG and HOME grant allocations for the proposed 2018 AAP and those same meetings also included public hearings to provide information and receive comments related to Fair Housing and Affirmative Marketing issues in Bryan. The June 28, 2018 meeting began a 30-day public comment period, which ended July 27, 2018. There were also multiple Joint Relief Funding Review Committee (JRFRC) meetings held jointly with the City of College Station to provide information, receive and review applications, and accept public input related to public service funding in the community. Public service applications were solicited and received between January 18, and March 8, 2018. Pre-proposal workshops were held on January 18 and February 2, 2018 and another seven public JRFRC meetings were held on the following dates: April 5, 2018, April 12, 2018, April 19, 2018, April 26, 2018, May 3, 2018, May 10, 2018, and May 16, 2018 to review and recommend funding to public service agency programs.

This document annually updates and commits to the 5-Year CP which includes an assessment of housing and homeless needs, a housing marketing analysis, a 5-year strategic plan, and monitoring standards and procedures to ensure compliance with program requirements. The CP's Strategic Plan describes priorities

and strategies (measurable goals) for addressing community needs concerning affordable housing, homelessness, needs of special populations, and non-housing community development needs. The 2015-19 CP was adopted by the City of Bryan Council on July 28, 2015. On April 12, 2018, during a public meeting, staff and CDAC reviewed the estimated general project allocation recommendations for the 2018 AAP. Subsequently, at its June 28, 2018 meeting, the CDAC held public hearings for the 2018 AAP, provided for the beginning of a comment period, and reviewed the draft 2018 AAP. It was determined that the 2018 AAP, and all described therein, be forwarded to the Bryan City Council for action. The Bryan City Council approved the 2018 AAP at its July 10, 2017 regular meeting.

A list of the proposed activities was published in the *Bryan/College Station Eagle* on June 12, 2018, providing a 15-day notice for the public hearing held on June 28, 2018. The June 28th public meeting began the required 30-day comment period. Citizen comments on the proposed 2017 AAP were accepted through July 27, 2018 (see Attachments).

Public service announcements (PSAs) were also provided to and published by the 211-Texas non-emergency help-line, and the Community Partnership Board (representing over 80 local service providers). Additionally, PSAs were linked to on the City of Bryan's website, the CDS Dept. webpage, on the city's informational television station (Channel 16), and on social media like YouTube. Finally, similar information was also forwarded to local radio stations to be aired in their community information slots.

Citizen Participation Plan

The City of Bryan, in accordance with 24 CFR 91, has an established Citizen Participation Plan to provide citizens with opportunities to provide input on local needs and participate in the development of the 5-Year Consolidated Plan and the Annual Action Plan (see Attachments).

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Online 2018 Needs / Public Comment Survey

The highest rated survey results for housing and non-housing needs included: need for special needs housing (elderly, disabled, etc.); homeowner housing repair assistance; emergency short-term, transitional, permanent housing for homeless; homebuyer assistance; infrastructure improvements (streets, sidewalks, drainage, neighborhood centers; health services; social services; and technical assistance to businesses for job creation. Comments reinforced responders ranking of these categories, with multiple respondents sharing observations related to specific local needs.

March 8, 2018 Public Hearings

Melinda Fox (City of Bryan PD – via email) reported referring citizens to the Community Development (CD) Office for assistance with housing needs. She said the helpfulness at the CD Office makes her job easier by having contacts and resources she can refer citizens to and that she hears of citizens helped due to referrals. Officer Fox plans to participate in city and non-profit partnerships addressing housing needs in hopes of gaining additional skills to better assist citizens. Officer Fox reported that CD staff and programs make her job easier and she looks forward to another successful year with the CD Office.

Lynne Yeager (Prenatal Clinic) thanked the CDAC Committee for efforts to make CDBG funds for local public service agencies. Ms. Yeager outlined services provided by Prenatal Clinic, noting that clients served with their CDBG allocation are low- and moderate-income persons and the funding is important to those clients. She asked CDAC to continue recommending the maximum 15% of grant allocation to local public service programs. Ms. Yeager thank City management and staff in attendance and encouraged attendees to contact congressional representatives and encourage continued funding of the CDBG grant.

John Paci (Catholic Charities of Central Texas – CCCT) stated CCCT strongly supports the City's allocation of 15% of the CDBG grant to public service funding which is crucial to social service providers serving vulnerable population. Mr. Paci said that CCCT's years of experience working with low- and moderate-income families, confirms that there is a great need for rental and utility assistance in Bryan. Mr. Paci said CCCT is extremely grateful to be among the programs recommended for funding this year and commend the City for its commitment to making the community livable for all persons.

Bill Kelly (MHMR Authority of the Brazos Valley – via email) commended the City for participating in the CDBG Grant to attract much needed funding to the community. Kelly also encouraged the City to continue allocating the maximum 15% of grant allocation for public service agencies. Kelly indicated CDBG funds are important because agencies continue to see declines in funding and without CDBG funds many programs would be cut back or eliminated.

A. J. Renold (Voice for Children) thanked city staff for assistance with the CDBG and public service agency application process. Ms. Renold reported that the agency's number of volunteers and children needing assistance continue to grow. She reported an increase in children with mental health issues and infants testing positive for substances and that children in the Child Protective Service receive assistance from Voices for Children.

Jeannie McGuire (Project Unity) commended the City for making 15% of the CDBG funding available to local public service agencies. Ms. McGuire that the CDBG funding provided to agencies leverages other resources, thereby increasing the benefits to clients and she commended the city staff for assisting local agencies.

Francisca Martinez (Bryan Citizen) indicated she had benefited from the city's housing repair program and wanted to thank the City of Bryan for the program assistance.

June 28, 2018 Public Hearings

– Comments entered after hearings –

Public Comments Received During the 30-Day Public Comment Period:

– Comments entered after comment period –

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

All comments received during public meetings, public hearings, and during the 30-day public comment period were accepted and are summarized in this section.

7. Summary

The 2018 Annual Action Plan (AAP) addresses needs and priorities as set forth in the 2015-19 Consolidated Plan. Public input received during the AAP planning process has been used by staff, the city's advisory committees, and by the Bryan City Council in development of the 2018 AAP. Through this plan, the City of Bryan will continue to provide for decent housing, a suitable living environment, and expanded economic opportunities for its citizens.

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	BRYAN	Community Development Services Department
HOME Administrator	BRYAN	Community Development Services Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of Bryan is a Home Rule City with a Council/Manager form of government. The lead entity responsible for overseeing the development and process of the Consolidated Plan (CP) is the City of Bryan Community Development Services Department (CDS). The CDS Manager reports to the Deputy City Manager. The Deputy City Manager reports directly to the City Manager. The City Manager, or his appointed designee, through Resolution is designated by the City Council as the city's Certifying Officer for Community Development activities. As needed, the CDS office coordinates with other various city departments in the process of administering grant funded activities.

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

1. Introduction

Similar to its efforts for the 2015-19 CP, the City of Bryan Community Development Services (CDS) Department utilized an inclusive approach to solicit participation by local and regional providers of housing and health and human services assistance. Multiple online and in-person comment and survey opportunities were available, as well as public meetings, public hearings, and workshops, in which agencies, elected officials, coalition members, city departments and other stakeholders could provide input into the City's 2018 AAP. Consultation took place with multiple offices and agencies on: needs, goals, objectives, funding allocations, and Fair Housing activities, as well discussions with providers addressing: homelessness, public and subsidized housing, HOPWA needs, lead-based paint issues, and regional needs.

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

The City of Bryan CDS Department regularly involves local public and assisted housing providers and private and governmental health, mental health and service agencies in its AAP planning process. Additionally, the Bryan City Council delegates to the Community Development Advisory Committee (CDAC), the responsibility to review, advise and recommend funding allocations and program details to Council and staff. The CDAC is an advisory committee comprised of seven council appointees that hold regular public meetings and required public hearings for federally funded activities. To maximize access to Bryan's lower-income communities, CDAC regularly schedules meetings in a variety of lower-income neighborhoods.

The Cities of Bryan and College Station (neighboring cities) also jointly manage the Joint Relief Funding Review Committee (JRFRC), a citizen committee appointed by both city councils, to better prioritize needs, evaluate agency programs, and recommend allocation of grant funds – all in an effort to promote efficiencies and eliminate duplication among health and human service providers.

The City is also represented on the Brazos Valley Coalition for the Homeless (BVCH) by having CDS staff serve on the coalition. Participation in the homeless coalition's annual Point-in-Time homeless count and other related HMIS (Homeless Management Information System) actions enhance success of delivered services. CDS staff also coordinates regularly with the local public housing affiliate, to include review of the public housing authority's budgets, construction efforts and applications for Certifications of Consistency with City of Bryan annual and 5-year planning goals. The CDS Office also reviews and support various grant and other funding applications initiated by the Bryan Housing Authority.

City staff serve on and/or is active in multiple other private and governmental entities that serve lower-income populations, to include: United Way of the Brazos Valley, Bank on Brazos Valley, and the Community Partnership Board which represents approximately 80 local housing, health and human services providers. The City of Bryan Community Development Services Department prepared and made available public service announcements about the 2018 AAP specifically for United Way of the Brazos Valley's 211-Texas Resource Coordinator and for the Community Partnership Board's agency members. The public service announcements provided information on the city's 2018 AAP and on upcoming public hearings, and invited participation and public input at the hearings.

City staff regularly reviews and provide consultation, analysis and, when appropriate, support to various types of affordable and accessible housing, to include proposed Housing Tax Credit projects, Habitat for Humanity programs and developments, and CHDO projects within the city limits of Bryan.

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.

Over approximately sixteen years, several area agencies including Bryan's CDS Department, have worked to address homeless needs. The city's CDBG funds are available, through an annual application process, to meet health and human service needs, including those addressing homelessness. Additionally, the City coordinates with Twin City Mission and Project Unity in support of applications for ESG and HOPWA funds to meet homeless needs locally. The City is also a member of the Brazos Valley Coalition for the Homeless (BVCH).

In 2001, initial efforts on a Homeless Gap Analysis took place between BVCH and its member agencies serving the area homeless. Through a data gathering process, statistics were used to help identify service "gaps". Based on the results and with assistance from Enterprise Foundation, homeless priorities were updated. Afterwards a workshop was held to strengthen and streamline the Continuum of Care (CoC) system using feedback from HUD on the 2000 CoC application.

Subsequently, BVCH has conducted regular homeless surveys to gather information on needs with which to do gap analysis updates. In 2005, BVCH performed their first "Point-in-Time" count. During development of the 2015-19 CP, the City solicited information from local agencies at two city-sponsored workshops to ascertain needs for persons at risk of homelessness. Agencies were asked multiple questions related to homeless needs. The most underserved groups, as reported by providers, were the low-income, mentally disabled and homeless. Agencies reported housing as the highest rated primary need, transportation as the highest personal need, mental health care as the most pressing health care need, and drug/alcohol abuse assistance as the top family need. Several of these also tend to be indicative of a risk of homelessness.

The 2018 Point-in-Time Count continued to reflect some of the agency workshop results. Of the 197 person identified as homeless during the 2018 homeless survey, 126 were sheltered and 71 were unsheltered. Other than unemployment (typically the highest rated reason for homelessness), substance abuse disorders, serious mental illness, and domestic violence (respectively) were frequently reported contributing factors of homelessness among the sheltered and unsheltered homeless persons.

The most recent count took place on January 25, 2018. In the 2018 count, 197 homeless were identified (sheltered and unsheltered) with a total of 99 sheltered and 60 unsheltered adults and 27 sheltered and 11 unsheltered children. This represents an approximate 93% increase of identified sheltered and unsheltered homeless persons from 2017 to 2018. Of the total homeless count for both sheltered and unsheltered: 55% were male, 45% female, and .5% Gender Non-Conforming; 60% were White, 39% Black, .5% American Indian/ Alaskan Native, and .5% Asian. Ninety-six percent reported being Non-Hispanic.

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

While the City of Bryan does not receive ESG funds, multiple agencies, to include the City of Bryan, participate in service delivery to ensure needs are addressed locally. Participating agencies include, but are not limited to: Bryan Public Housing Authority, United Way, The Brazos Valley Community Action Program, Project Unity, BCS Habitat for Humanity, Bryan Housing Authority, Twin City Mission, Elder-Aid, No Limits, Emanuel Baptist Church, Family Promise, the Brazos Valley Council of Governments, Mental Health Mental Retardation Authority of Brazos Valley, the Salvation Army, and the Texas Department of Housing and Community Affairs. Following are actions taken to address CoC needs locally through the Brazos Valley Coalition for the Homeless (BVCH) planning sessions.

- Services and Assistance to Homeless and Special Needs Populations: See services and direct assistance provided to homeless and special needs populations.
- Increase Permanent Housing (PH) Options: Contact agencies with an interest in applying for PH funding and coordinate training on PH funding sources.
- Address Chronic Homelessness: Create addition beds locally for the chronically homeless.
- I&R for Services: Increase support, case management, and public service referrals provided to clients in PH.
- Eliminate Obstacles: Develop a support team of Coalition members to reduce obstacles to clients' success in PH.
- Evaluate Programs: Evaluate temporary housing programs and contact agencies working with homeless and special needs persons, focusing on maintaining current successful practices.

- Ensure Quality Case Management: Ensure that case management services and follow-up support are strong enough to help temporary housing participants obtain and maintain PH.
- Employment and Job Skills: Continue coordination with Workforce Board to address employment needs of homeless and special needs populations. Host job/skills training workshops.
- Assist Families with Children: Collaborate to expand housing opportunities to homeless families with children. Foster programs specifically targeting this population.
- Expand HMIS and Satisfy Reporting: Expand HMIS through expansion grant funds. Satisfy CoC HMIS requirements by following HMIS policies, monitoring compliance, and reporting requirements in SuperNOFA and Annual Homeless Assessment Report (AHAR).
- HEARTH Compliance: Incorporate Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act changes into by-law and committee responsibilities.
- Point in Time Homeless Count: Coordinate with agencies to plan for and conduct bi-annual Point-In-Time Homeless population and subpopulation count.
- Timely CoC Reporting: Provide for CoC quarterly achievement reports.
- Evaluated and revised policies, procedures, charter and by-laws: To ensure HUD CoC compliance.

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

See following : Table 2 – Agencies, groups, organizations who participated

Table 3 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Brazos Valley Council of Governments
	Agency/Group/Organization Type	Housing Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Employment Regional organization Planning organization Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs HOPWA Strategy Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation (in-person and/or phone) and/or through committee actions discussing local needs, to include: affordable rental housing; elderly services; HOPWA needs; Fair Housing; etc.
2	Agency/Group/Organization	BRYAN HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Service-Fair Housing

	What section of the Plan was addressed by Consultation?	Public Housing Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation (in person and/or phone) and/or through committee actions and sent correspondence related to: affordable housing; support services to PHA residents; certifications of consistency; etc.
3	Agency/Group/Organization	Community Partnership Board
	Agency/Group/Organization Type	Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs HOPWA Strategy Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation, regular meetings, and/or through committee actions to identify the needs of area low-income and special needs persons and develop strategies addressing those needs.
4	Agency/Group/Organization	Project Unity (PU)
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation, regular meetings, and/or through committee actions discussing local health and human services needs and delivery of services to citizens.
5	Agency/Group/Organization	BCS Habitat for Humanity
	Agency/Group/Organization Type	Housing Services - Housing Service-Fair Housing Faith-based Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation (in person and/or phone) and/or through committee actions discussing local housing needs and collaborating on opportunities to partner in the delivery of assistance to local families.
6	Agency/Group/Organization	Brazos Valley Coalition for the Homeless
	Agency/Group/Organization Type	Services-homeless Regional organization Planning organization

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation, regular meetings, and/or through committee actions to identify the needs of area homeless populations and develop strategies addressing the needs of homeless persons.
7	Agency/Group/Organization	United Way of the Brazos Valley
	Agency/Group/Organization Type	Regional organization Planning organization Fund-raising organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy Non-housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation, regular meetings, and/or through committee actions regarding local needs and collaborating on opportunities to strengthen partnerships in the delivery of needed services.

8	Agency/Group/Organization	Brazos Valley Community Action Programs
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Service-Fair Housing Health Agency Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Personal consultation (in person and/or phone) and/or through committee actions discussing local needs, to include: housing assistance; elderly services; health services; etc.

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

All agency types were included in consultation during development of Bryan’s 2015-19 CP and 2018 AAP. CDS staff regularly consulted with offices and agencies of every type by participation in the CPB (Community Partnership Board) meetings which include approximately 80 local and regional agencies regularly meeting to address local needs. Specific agencies and organizations not consulted with in either workshops or one-on-one meetings, were invited to provide input and comment by participation in online survey opportunities and/or by correspondence (see list of contacted entities under AP-10 Consultation. In all, approximately 200 public and private entities were contacted during the consolidated planning process in an effort to receive comprehensive input regarding local needs and priorities.

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	Brazos Valley Coalition for the Homeless (BVCH) / Twin City Mission)	The Strategic Plan includes goals developed to address homeless needs as identified by both the City and Homeless Coalition, to include: emergency shelter; transitional housing; rapid re-housing; and; counseling and support services.
2015-2019 Regional Strategic Plan	Brazos Valley Council of Governments	As a BVCOG member, the city's Strategic Plan goals mirror similar priorities in BVCOG's Strategic Plan, to include: mental health and substance abuse services; victim support services.
PHA 5-Year Plan	Bryan Housing Authority (BHA)	Goals identified in BHA's annual and multi-year plans mirror goals in the City of Bryan's Strategic Plan, namely: affordable rental housing; maintenance and renovation of housing units; and energy efficiency.
5-Year Consolidated Plan	Texas Dept. of Housing and Urban Development (TDHCA)	The Strategic Plan supports TDHCA goals of affordable housing as well as services to the homeless, elderly, persons, housing related support services; and HIV/AIDS housing services.
Comprehensive Plan	City of Bryan	Bryan's Comprehensive Plan reflects similar Strategic Plan goals, to include: affordable housing; housing rehabilitation; park improvements; pedestrian pathways; code enforcement; redevelopment of blighted areas, and; economic development / job creation.
Brazos Valley Health Assessment	Center for Community Health Development (CCHD)	Priority needs identified in the Strategic Plan are also found by the CCHD, including access to: mental and health services; affordable housing; employment services; and food assistance.
Brazos Valley Transportation Plan Update	Brazos Valley Council of Governments	Needs identified by the Transportation Plan confirm goals in the Strategic Plan, namely affordable, accessible, and dependable transportation options for lower-income citizens.

Table 4 – Other local / regional / federal planning efforts

Narrative (optional)

In an effort to ensure a comprehensive analysis of local needs, as well as effective program goals and objectives meeting needs, the City involved all types of health and human service providers, government agencies, and private sector service entities in the Consolidated Planning process. Likewise, input and involvement of public and private stakeholders was also solicited in the development of the 2018 AAP, as were other relevant plans that provide guidance on local needs. Individual consultations, agency workshops, online surveys, mail-outs, public hearings and review of other available resources allowed the City to prepare strategies that serve both stakeholders and clients. The City of Bryan enjoys good working relations with local providers and fosters those associations by regularly scheduled forums and workshops. These regular meetings ensure goals are being carried out, grant program requirements are being satisfied, and needs are being met according to the Consolidated Plan and Annual Action Plan. Community Development staff is also involved in several local committees reviewing community needs such as the Brazos County Health Committee Needs Update, United Way's Decent, Safe, Affordable Housing Committee, the Brazos Valley Coalition for the Homeless, Bryan Housing Infill Committee, Bank on Brazos Valley, and United Way and Bryan Business Council committees.

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's Citizen Participation Plan is designed to afford all citizens, including low- and moderate-income citizens, the opportunity to comment on Consolidated Plans and Action Plans, grant programs, and projects. Policies addressed in the plan include: encouraging participation, minimum requirements, amendments, performance reports, public hearings, meetings, availability to the public, access to records, technical assistance, use of plan, jurisdiction response, and definition of substantial change. Multiple opportunities allowed input regarding the Citizens Participation Plan, and other related policies and procedures, during development of the city's 2015-19 Consolidated Plan (CP) which is the guiding document for the 2018 Annual Action Plan (AAP).

As a public forum for the city's programs, and to gain input on local needs and priorities important to development of the city's 2018 AAP, the City's Community Development Advisory Committee (CDAC) held public meetings at 6:00 PM on: October 12, 2017, November 9, 2017, February

8, 2018, March 8, 2018, April 12, 2018, May 10, 2018 and June 28, 2018. The earlier development of the controlling 2015-19 CP involved several means of citizen participation, including: 3 different surveys (online, mailed and at workshops); multiple public meetings and hearings; mailings to neighborhood associations and churches; newspaper notices; television and radio public service announcements; and website and YouTube informational postings. Likewise, development of the 2018 AAP involved an online survey opportunity, multiple public meetings and hearings, newspaper notices, television and radio public service announcements; and, website and YouTube informational postings.

The March 8th and June 28th, 2018 meetings, both held at 6:00 PM at the Bryan Municipal Building, 300 S. Texas Ave., Bryan Texas, included public hearings on the local needs and draft 2018 AAP Plan summaries, respectively, as well as on Fair Housing and Affirmative Marketing requirements. Both public meetings were announced by notices in the local newspaper, radio, television, public service announcements to agencies, social media, and on the city's website. Public meetings agendas were also posted at City Hall on the official legal notice publication board.

The variety of outreach methods resulted in a broad range of input from citizens. CDAC reviewed and sorted the input during its development of the 2018 AAP. The resulting plan containing recommendations regarding needs, priorities, and funding allocations were then forwarded to the Bryan City Council for approval. A 30-day public comment period ran from June 28th to July 27th, 2018. On July 10, 2018 the Bryan City Council held a public council meeting during which the 2018 AAP was approved and adopted.

Assistance was provided to agencies, developers and other inter-departmental offices wishing to apply for CDBG and/or HOME funds. A Joint Relief Funding Review Committee is established with Bryan's sister city - the City of College Station, so as to more effectively and efficiently provide training, application assistance, agency program review and funding for providers meeting local priority needs. Other inter-departmental offices or developers were provided technical assistance for project need and feasibility reviews as well as application assistance.

Citizen Participation Outreach Table follows:

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	Public Hearings	Non-targeted / broad community	4 public hearings held during 2 meetings (March 8, and June 28, 2018). Included hearings on 2018 AAP, Fair Housing, and Affirmative Marketing issues. Approximately ___ persons attended the hearings including citizens and agency representatives	Comments are provided under AP-05 Summary of Public Comments.	All comments were accepted.	
2	News Paper Ad for 30-Day Public Comment Period (See Unique Appendices for Affidavits of Publication)	Non-targeted / broad community	Approximately ___ persons attended the hearings including citizens and agency representatives and ___ other citizens provided comments outside of the public hearings, but during the comment period	Comments are provided under AP-05 Summary of Public Comments	All comments were accepted.	
3	Service Provider Workshops by JRFRC	Health and Human Service Providers	Multiple agencies were represented at numerous workshops sponsored by the cities of Bryan and College Station to receive input related to local needs and to help identify priorities.	Agencies reported needed assistance for: basic services; health services; child and youth services; homeless services, and; financial assistance.	All comments were accepted	

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)
4	Newspaper Ads (See Unique Appendices for Affidavits of Publication)	Non-targeted / broad community	Public Notice Ads were published in the local newspaper for each of the public hearings held during development of the 2018 AAP - See entry on public hearings for attendance.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	
5	Online Survey	Non-targeted / broad community	Four-two persons participated in the survey.	Respondents identified a variety of needs, including: homeless housing; homeowner housing repair; homebuyer assistance; infrastructure improvements; health and social services; and job creation. See comments received under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.surveymonkey.com/r/BryanCD2018
6	March 2018 Television and Website Public Service Announcements - English	Non-targeted / broad community	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.bryantx.gov/channel16/

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)
7	March 2018 Television and Website Public Service Announcements - Spanish	Non-English Speaking - Specify other language: Spanish	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.bryantx.gov/channel16/
8	March 2018 YouTube Public Service Announcement - English	Non-targeted / broad community	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.youtube.com/watch?v=tXoKdt6s5do/
9	March 2018 YouTube Public Service Announcement - Spanish	Non-English Speaking - Specify other language: Spanish	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.youtube.com/watch?v=aQld28jrDE/
10	March 2018 Announcement through Texas-211 Public Service A	Local agency partners and stakeholders	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted	

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)
11	March 2018 Public Service Announcement through Community Partnership Board	Local agency partners and stakeholders	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	
12	June 2018 YouTube Public Service Announcement - English	Non-targeted / broad community	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.youtube.com/watch?v=5LTUhnHFXoU
13	June 2018 YouTube Public Service Announcement - Spanish	Non-English Speaking - Specify other language: Spanish	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	https://www.youtube.com/watch?v=FTrxGnrX3Q0
14	Online copy of Draft 2018 Annual Action Plan	Non-targeted / broad community	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	http://www.bryantx.gov/community-development/

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)
15	Public copy of Draft 2018 Annual Action Plan (Available at CD Office)	Non-targeted / broad community	Response evaluated by attendance at public hearings and comments received.	See comments received provided under AP-05 Summary of Public Comments.	All comments were accepted.	

Table 5 – Citizen Participation Outreach

Expected Resources

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

Introduction

In Program Year 2018, the City of Bryan anticipates receiving Community Development Block Grant (CDBG - \$823,293) and HOME Investment Partnerships Program (HOME - \$343,707) grant funding from the U.S. Department of Housing and Urban Development (HUD) and approximately \$19,000 of CDBG program income and an estimated \$65,000 in HOME program income. The City of Bryan also anticipates similar grant and program income amounts on an annual basis through the duration of the 2015-19 Consolidated Plan period. Annual allocations are based on a HUD-established formula. These resources, along with those from other public, private, and nonprofit partners, establish a multi-faceted approach to addressing the goals and objectives identified in this Strategic Plan.

The CDBG program provides communities with resources to address a wide range of unique community development needs by providing decent housing, a suitable living environment, and expanding economic opportunities for low- and moderate-income persons. Activities may include affordable housing services, homeownership assistance, acquisition, public facility/infrastructure improvements, clearance and demolition, public services, economic development assistance and other grant eligible activities.

The HOME program is dedicated solely to development of affordable housing opportunities for low-income households. The City of Bryan anticipates partnering with local non-profit and for-profit entities, to promote affordable housing for low-income persons locally. At least 15% of the grant must be set-aside to fund housing to be owned, developed, or sponsored by experienced, community-driven nonprofit groups designated as Community Housing Development Organizations (CHDOs).

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	823,293	19,000	350,000	1,192,293	842,293	Expected amount for Year-3 includes grant amount plus forecast program income. Expected for remainder of Con Plan is Year 4 x 1
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	343,707	65,000	525,000	933,707	408,707	Expected amount for Year-3 includes grant amount plus forecast program income. Expected for remainder of Con Plan is Year 4 x 1

Table 6 - 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

Federal funds will leverage additional resources through applicable property donations (city or other entities), non-profit resources such as sweat equity or funds available for partnerships such as Habitat for Humanity, or other non-profit developers for rehabilitation or construction of affordable housing. Additional leveraging includes the down-payment assistance program leveraging an anticipated \$1.2 million annually. Local financial institutions provide permanent financing to homebuyer's receiving down-payment assistance. The City's 2018 match requirement for HOME has been waived and there is no match requirement for CDBG. CDBG public service agencies provide private non-profit dollars into funded public service agency programs. The City uses general funds to improve parks, facilities and infrastructure in low/moderate income areas and does partner with the Community Development Services Department, when appropriate to leverage CDBG funds further.

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 currently has three single-family properties potentially available for use meeting affordable housing needs identified in this plan. These properties were donated by the Brazos County Tax Office and a local lender. These parcels may be considered for use in the future development of affordable housing if and when appropriate.

Discussion

The City uses CDBG and HOME funds, and available leveraging dollars annually to address the needs summarized in the Needs assessment portion of the plan. The City will receive \$823,293 (plus anticipated program income of \$19,000) in CDBG and \$343,707 (plus anticipated program income of \$65,000) in HOME in the 2018 program year. Prior year's resources anticipated to be carried over and allocated from the 2017 program year are estimated to be approximately \$350,000 of CDBG funds and an additional \$525,000 estimated for prior year HOME funds. Partnerships are ongoing and the City continues to seek out new partnerships to provide additional leveraging and further goals toward community needs. Continued partnerships include non-profit and for-profit housing developers, the local home builders association, local housing committees, public service partnerships, United Way, continue to provide coordination of the City's Bank on Brazos Valley program and the Brazos Valley Coalition for the Homeless.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Plan Objective 1.1	2015	2019	Affordable Housing	City Wide	Housing Assistance Program/Owner Occupied	CDBG: \$175,000 HOME: \$0	Homeowner Housing Rehabilitated: 20 Household Housing Unit
2	Housing Plan Objective 1.3	2015	2019	Affordable Housing	City Wide	Housing Assistance Program/Owner Occupied	CDBG: \$313,141 HOME: \$179,780	Homeowner Housing Rehabilitated: 3 Household Housing Unit
3	Housing Objective 1.4	2015	2019	Affordable Housing	City Wide	Housing Assistance Program/Owner Occupied	CDBG: \$0 HOME: \$0	Other: 10 Other
4	Housing Plan Objective 1.5	2015	2019	Affordable Housing	City Wide	Housing Assistance Program/Owner Occupied Housing Assistance/Rental	CDBG: \$0 HOME: \$51,556	Rental units constructed: 1 Household Housing Unit
5	Housing Plan Objective 2.1	2015	2019	Affordable Housing	City Wide	Home Buyers Program	CDBG: \$47,000 HOME: \$78,000	Direct Financial Assistance to Homebuyers: 10 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Housing Objective 2.2	2015	2019	Affordable Housing	City Wide	Home Buyers Program	CDBG: \$0 HOME: \$0	Other: 4 Other
7	Housing Plan Objective 3.1 & 3.2	2015	2019	Affordable Housing	City Wide	Housing Assistance/Rental	CDBG: \$0 HOME: \$0	Other: 3 Other
8	Housing Objective 1.2	2015	2019	Affordable Housing	City Wide	Housing Assistance/Rental	CDBG: \$0 HOME: \$0	Other: 3 Other
9	Housing Plan Objective 4.1-4.3	2015	2019	Affordable Housing	City Wide	Housing Assistance/Rental Tenant Base Rental Assistance	CDBG: \$0 HOME: \$0	Other: 1 Other
10	Homeless Objective 1.1 & 1.2	2015	2019	Homeless	City Wide	Homeless Services: Housing and Supportive Service Homeless Services Continuum of care	CDBG: \$0 HOME: \$0	Other: 100 Other
11	Homeless Objective 3.1	2015	2019	Homeless	City Wide	Homeless Services: Housing and Supportive Service Homeless Services Continuum of care	CDBG: \$0 HOME: \$0	Other: 2 Other
12	Homeless Objective 2.1 & 2.3	2015	2019	Homeless	City Wide	Homeless Services: Housing and Supportive Service Homeless Services Continuum of care	CDBG: \$0 HOME: \$0	Other: 100 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
13	Other Special Needs	2015	2019	Non-Homeless Special Needs	City Wide	Housing Assistance Program/Owner Occupied Housing Assistance/Rental Tenant Base Rental Assistance Special Needs Public Services / Disabilities Special Needs Public Services / Elderly	CDBG: \$0 HOME: \$0	Other: 3 Other
14	Non Housing Plan Objective 1.1	2015	2019	Non-Housing Community Development	City Wide	Public Service Agency Programs: Low and Moderate Public Agency Programs: Youth and Families Public Service Agency Programs: Health Special Needs Public Services / Disabilities Special Needs Public Services / Elderly	CDBG: \$123,494 HOME: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 1965 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	Non Housing Plan Objective 1.2	2015	2019	Non-Housing Community Development	City Wide	Public Service Agency Programs: Low and Moderate Public Agency Programs: Youth and Families Public Service Agency Programs: Health Special Needs Public Services / Disabilities Special Needs Public Services / Elderly	CDBG: \$0 HOME: \$0	Other: 2 Other
16	Non Housing Objective 1.3	2015	2019	Non-Housing Community Development	City Wide	Public Service Agency Programs: Low and Moderate Public Agency Programs: Youth and Families Public Service Agency Programs: Health Special Needs Public Services / Disabilities Special Needs Public Services / Elderly	CDBG: \$0 HOME: \$0	Other: 12 Other
17	Non Housing Plan Objective 2.1	2015	2019	Non-Housing Community Development	City Wide	Homeless Shelter, Housing and Supportive Services Public Facilities/Shelters, Victim Centers, etc.	CDBG: \$0 HOME: \$0	Other: 2 Other

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
18	Non Housing Plan Objective 2.2	2015	2019	Non-Housing Community Development	City Wide	Homeless Shelter, Housing and Supportive Services Public Facilities/Shelters, Victim Centers, etc.	CDBG: \$0 HOME: \$0	Other: 2 Other
19	Non Housing Plan Objective 3.1 & 3.2	2015	2019	Non-Housing Community Development	City Wide	Parks Improvements	CDBG: \$0 HOME: \$0	Other: 2 Other
20	Non Housing Plan Objective 4.1	2015	2019	Non-Housing Community Development	City Wide	Infrastructure	CDBG: \$0 HOME: \$0	Other: 2 Other
21	Non Housing Plan Objective 4.2	2015	2019	Non-Housing Community Development	City Wide	Infrastructure	CDBG: \$0 HOME: \$0	Other: 2 Other
22	Non Housing Plan Objective 5/5.1	2015	2019	Non-Housing Community Development	City Wide	Economic Development/Assistance to Businesses	CDBG: \$0 HOME: \$0	Other: 3 Other
23	Non Housing Plan Objective 5/5.2	2015	2019	Non-Housing Community Development	City Wide	Economic Development/Financial Capacity	CDBG: \$0 HOME: \$0	Other: 2 Other

Table 7 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Plan Objective 1.1
	Goal Description	20 Minor Repair Household Housing Units Improve the supply of safe & affordable residential property by providing a Minor Repair program for homeowner's with urgent repair needs including but not limited to electrical, plumbing, and/or mechanical. Activities may be sweat equity projects (materials only provided) or labor/materials. Education and information provided on housing maintenance and other available resources such as non-profit groups, churches etc.
2	Goal Name	Housing Plan Objective 1.3
	Goal Description	3 Major Rehab/Reconstruction Household Housing Unit To improve the availability and condition of owner occupied homes provide technical and/or financial support to low and moderate income homeowners to rehabilitate their property to standard condition and provide maintenance education to low and moderate income homeowners.
3	Goal Name	Housing Objective 1.4
	Goal Description	Code Enforcement Actions To improve the availability and condition of residential property, encourage code enforcement through technical assistance for maintenance of houses in non-compliance with City ordinances and community appearance standards, and provide methods to remove dilapidated structures

4	Goal Name	Housing Plan Objective 1.5
	Goal Description	1 Unit by CHDO - Household Housing Unit Continue partners with existing Community Housing Development Organizations (CHDO) by providing technical assistance and/or funding to provide for the development of new affordable single-family homes for low and moderate income buyers or for new affordable rental units for income eligible renters.
5	Goal Name	Housing Plan Objective 2.1
	Goal Description	10 Households Assisted Provide opportunities to low and moderate income households to own a home by providing technical and finance assistance to low and moderate income persons through a Home Buyers Assistance program.
6	Goal Name	Housing Objective 2.2
	Goal Description	4 Other Partner with other entities who also work with low and moderate income persons to provide education on purchasing a home such as local mortgage companies, banks, Habitat for Humanity and other entities that assist individuals in purchasing a home.

7	Goal Name	Housing Plan Objective 3.1 & 3.2
	Goal Description	3 Other Increase the supply of safe affordable rental property for low and moderate income persons and special needs populations by providing technical assistance to landlords, investors/nonprofit developers, and developers of substandard rental properties to encourage rehab or new construction, with efforts directed toward increasing energy efficiency and reducing energy costs
8	Goal Name	Housing Objective 1.2
	Goal Description	3 Other Improve the supply of safe/affordable residential property by providing technical and/or funding for support of new construction to private/public developers and for profit developers for owner occupied and rental properties.
9	Goal Name	Housing Plan Objective 4.1-4.3
	Goal Description	1 Other Provide technical assistance to non-profits that provide rental housing vouchers or utility assistance to low and moderate income persons and special needs populations to encourage increase or maintenance of available rental vouchers or rental assistance, work with existing non-profits to assess market needs and provide fair housing education.

10	Goal Name	Homeless Objective 1.1 & 1.2
	Goal Description	100 Other Reduce the number of low income individuals and families, including special needs populations, that become homeless or remain in homeless due to lack of affordable housing, supportive services, job training, and family life skill sets by providing technical assistance to landlords to encourage rehab or new construction, and coordinate with providers that provide rental/mortgage assistance to reduce or eliminate homeless.
11	Goal Name	Homeless Objective 3.1
	Goal Description	2 Other Increase funding resources through technical assistance to homeless providers to increase capacity of shelter, permanent housing and supportive services to homeless, including special needs populations and potential homeless.
12	Goal Name	Homeless Objective 2.1 & 2.3
	Goal Description	100 Other Invest and partner with homeless providers and other health/social service providers to provide a continuum of care for potentially homeless and homeless by providing access to services.
13	Goal Name	Other Special Needs
	Goal Description	3 Other Assist special needs populations, including the elderly, persons with disabilities and persons with alcohol /drug addictions with housing and supportive services by evaluating needs and provided avenues to address needs

14	Goal Name	Non Housing Plan Objective 1.1
	Goal Description	1965 Persons Assisted Improve or expand access to public services for low and moderate income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless).
15	Goal Name	Non Housing Plan Objective 1.2
	Goal Description	2 Other Expand and/or improve access to public services by providing technical assistance to potential sub-recipients to provide administrative/financial and programmatic knowledge of federal requirements for public service grant funds.
16	Goal Name	Non Housing Objective 1.3
	Goal Description	12 Other Expand and/or increase access to public service agencies by providing technical assistance to service providers in the procurement of funds, outside the city's available funding to increase access of services.
17	Goal Name	Non Housing Plan Objective 2.1
	Goal Description	2 Other Expand, improve or add public facilities to increase access to services for low and moderate income and special needs populations by providing annual application process for eligible non-profit agencies to apply for rehabilitation, acquisition or new construction.

18	Goal Name	Non Housing Plan Objective 2.2
	Goal Description	2 Other Provide technical assistance to nonprofits seeking outside funding to increase access to services for low and moderate income and special needs populations through rehabilitation or new construction of a public facility.
19	Goal Name	Non Housing Plan Objective 3.1 & 3.2
	Goal Description	2 Other Increase access to public parks through parks improvements by providing technical assistance to city departments or other eligible entities seeking outside funding to increase access to services for low and moderate income and special needs populations in parks or recreational areas.
20	Goal Name	Non Housing Plan Objective 4.1
	Goal Description	2 Other Provide technical assistance and/or funding for the development of infrastructure improvements (sidewalks, street/water/sewer improvements) to improve quality of life in low and moderate income areas, serving at least 51% low and moderate income persons.
21	Goal Name	Non Housing Plan Objective 4.2
	Goal Description	2 Other Increase infrastructure improvements in designated low/moderate income service boundary areas by providing technical assistance and/or funding for improvements of infrastructure, depending on an annual application process and availability of funding.

22	Goal Name	Non Housing Plan Objective 5/5.1
	Goal Description	3 Other Provide technical assistance and/or funding for economic development opportunities for low and moderate income persons by assisting persons with the development or increased capacity of small businesses which provide jobs for low and moderate income persons or eliminate slum/blight.
23	Goal Name	Non Housing Plan Objective 5/5.2
	Goal Description	2 Other Provide technical assistance to nonprofit and for profit providers who assist in job seeking and training, education to improve job skills and financial life skills by workshops, meetings and fairs at least two annually. Outcome /objective codes: economic opportunity: sustainability

Projects

AP-35 Projects – 91.220(d)

Introduction

During the PY2018-19, the City of Bryan will administer approximately \$1,251,000 in federal grant funds and anticipated program income. The \$823,293 in CDBG grant funding, coupled with approximately \$19,000 of program income, will be allocated for a variety of local health and human service program activities promoting a suitable living environment, and enhancing availability/accessibility of services.

Those activities include: recreation summer camp program for children of lower-income households; food bank casework and supportive services program to help clients become food-secure; a homeless agency supportive services and case management program; financial stability program providing education, referrals, case management, and utility/rent assistance to clients in financial distress; a rehabilitation program providing treatment, consultation, and referral services to patients, and a program providing court appointed advocates for children in the state welfare system; In addition, some of the CDBG funding allocation and program income will be used to promote decent and affordable housing, including: major rehabilitation/reconstruction; new affordable housing construction; minor repair; and down-payment assistance.

The HOME grant funds, totaling \$343,707, plus another \$65,000 of projected program income, will also be allocated to several housing assistance activities promoting decent and affordable housing. Those activities include: major rehabilitation/reconstruction; new affordable housing construction; minor repair; and down-payment assistance. CHDOs will participate in the promotion of decent and affordable housing locally.

#	Project Name
1	Administration CDBG
2	Administration HOME
3	Community Housing Development Organization
4	Home Owner Housing Assistance - CDBG
5	Home Owner Housing Assistance - HOME
6	Down Payment Assistance / Acquisition
7	Bryan Parks and Recreation Summer Camp
8	Brazos Valley Food Bank, Together We Grow
9	Twin City Mission The Bridge Case Management Assistance Program
10	Catholic Charities Financial Stability Program
11	Brazos Valley Rehab Center Counseling and Case Management
12	Voices for Children CASA (Court Appointed Advocates) Program

Table 8 - Project Information

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

Allocation priorities were established by extensive consultation and public input during public hearings, workshops, in-person consultation, provider workshops, advisory committee meetings and by review of survey and public comment input. Obstacles to meeting underserved needs primarily included: funding, provider capacity, developer involvement, available and affordable property, and other local obstacles.

AP-38 Project Summary
Project Summary Information

1	Project Name	Administration CDBG
	Target Area	City Wide
	Goals Supported	Homeless Objective 1.1 & 1.2 Homeless Objective 2.1 & 2.3 Other Special Needs Housing Plan Objective 1.1 Housing Plan Objective 1.3 Housing Plan Objective 2.1 Housing Plan Objective 4.1-4.3 Non Housing Plan Objective 1.1 Non Housing Plan Objective 1.2 Non Housing Objective 1.3 Non Housing Plan Objective 2.2
	Needs Addressed	Housing Assistance Program/Owner Occupied Homeless Shelter, Housing and Supportive Services Public Service Agency Programs: Low and Moderate Public Agency Programs: Youth and Families Special Needs Public Services / Disabilities Special Needs Public Services / Elderly Homeless Services: Housing and Supportive Service
	Funding	CDBG: \$164,658
	Description	Administrative expenses related to administration of CDBG and HOME programs. These include, but are not limited to, housing programs, public service agency programs, public facility project management, neighborhood preservation, and economic development. Total funds administered by CDS during 2018-19 is estimated to be \$2,126,000. Provide technical or financial support for code enforcement activities to encourage maintenance of structures in compliance with city ordinances and community appearance standards, and removal of dilapidated structures.

	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable. Grant administration activities.
	Location Description	405 W. 18th St.
	Planned Activities	Grant Administration.
2	Project Name	Administration HOME
	Target Area	City Wide
	Goals Supported	Homeless Objective 2.1 & 2.3 Homeless Objective 3.1 Housing Plan Objective 1.3 Housing Plan Objective 1.5 Housing Plan Objective 2.1 Housing Objective 2.2 Housing Plan Objective 3.1 & 3.2
	Needs Addressed	Housing Assistance Program/Owner Occupied Home Buyers Program Housing Assistance/Rental
	Funding	HOME: \$34,371
	Description	Administrative expenditures related to the oversight of HOME funded projects including, but not limit to: major rehabilitation/reconstruction, acquisition, down payment assistance, and housing development.
	Target Date	9/30/2019

	Estimate the number and type of families that will benefit from the proposed activities	Not applicable. Grant administration activities.
	Location Description	405 W. 18th St.
	Planned Activities	The HOME administrative activity will be used to provide for administrative expenditures to provide oversight to the HOME program. Expenditures would include eligible administrative costs.
3	Project Name	Community Housing Development Organization
	Target Area	City Wide
	Goals Supported	Homeless Objective 1.1 & 1.2 Homeless Objective 2.1 & 2.3 Homeless Objective 3.1 Other Special Needs Housing Plan Objective 1.1 Housing Objective 1.2 Housing Plan Objective 1.3 Housing Objective 1.4 Housing Plan Objective 1.5 Housing Plan Objective 2.1 Housing Objective 2.2 Housing Plan Objective 3.1 & 3.2 Housing Plan Objective 4.1-4.3
	Needs Addressed	Housing Assistance/Rental
	Funding	HOME: \$51,556
	Description	Provide a minimum of 15% of grant to eligible CHDOs through a request-for-proposal process to increase and/or maintain affordable housing for purchase or for rent.

	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 1 eligible household will be assisted through the activity to include very low-, low-, and moderate-income elderly, disabled, female head-of-house, and households of a variety of race and ethnic categories.
	Location Description	City wide. Location to be determined.
	Planned Activities	CHDO activities will be provided funding through a request-for-proposal project no less than every two years. Current CHDOs will be monitored for oversight of programmatic and administrative requirements.
4	Project Name	Home Owner Housing Assistance - CDBG
	Target Area	City Wide
	Goals Supported	Homeless Objective 1.1 & 1.2 Homeless Objective 2.1 & 2.3 Homeless Objective 3.1 Other Special Needs Housing Plan Objective 1.1 Housing Objective 1.2 Housing Plan Objective 1.3 Housing Objective 1.4 Housing Plan Objective 1.5 Housing Plan Objective 2.1 Housing Objective 2.2 Housing Plan Objective 3.1 & 3.2 Housing Plan Objective 4.1-4.3
	Needs Addressed	Housing Assistance Program/Owner Occupied
	Funding	CDBG: \$535,141

	Description	Provide funding and/or technical assistance to improve and increase affordable housing stock for very low-, low-and-moderate income households and special needs populations. Provide direct programs including major rehabilitation/reconstruction - 2 annually, minor repairs 20 - annually (health/safety concerns and handicap accessibility), volunteer clearance/demolition 3 over 5 year period, Homebuyers Assistance, and Housing Development. Provide technical assistance to for profit and private developers to improve/increase affordable housing. Objectives 1-4 of the 5-year housing plan. Funding includes approximately \$19,000 in program income which the City anticipates will be available for this project.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Activities will provide up to 22 income-eligible families, to include very low-, low-, and moderate-income elderly, disabled, female head-of-house, and households of a variety of race and ethnic categories.
	Location Description	City wide. Locations to be determined.
	Planned Activities	Activities will provide up to 22 families housing assistance in the form of infrastructure, new development, rehabilitation/replacement, handicap accessibility, minor repair, down payment assistance, acquisition, demolition, staff and other related costs necessary to carry out CDBG Program activities for housing activities.
5	Project Name	Home Owner Housing Assistance - HOME
	Target Area	City Wide

Goals Supported	Homeless Objective 1.1 & 1.2 Homeless Objective 2.1 & 2.3 Homeless Objective 3.1 Other Special Needs Housing Plan Objective 1.1 Housing Objective 1.2 Housing Plan Objective 1.3 Housing Objective 1.4 Housing Plan Objective 1.5 Housing Plan Objective 2.1 Housing Objective 2.2 Housing Plan Objective 3.1 & 3.2 Housing Plan Objective 4.1-4.3
Needs Addressed	Housing Assistance Program/Owner Occupied
Funding	HOME: \$179,780
Description	Home Owner Housing Assistance provides for the housing efforts including funding and/or technical assistance to owners, and private developers to maintain or increase housing stock. This project addresses Objective 1 of the Affordable Housing Plan of Bryan's 2015-19 CP with 2 families targeted citywide for major housing rehabilitation/reconstruction. Funding will include program delivery expenditures of staff for oversight of the housing activities. The City anticipates \$65,000 in program income for the HOME Program.
Target Date	9/30/2019
Estimate the number and type of families that will benefit from the proposed activities	Activities will provide up to 3 income-eligible families, to include very low-, low-, and moderate income elderly, disabled, female head-of-house, and households of a variety of race and ethnic categories.
Location Description	City wide. Locations to be determined.

	Planned Activities	The planned activities will provide for funding and technical assistance to provide for major rehabilitation/reconstruction of dilapidated homes for eligible owner-occupied households. Activities will include the application process, including but not limited to, qualification, terms of contracts, maintenance of the home, and oversight of the project from pre-construction to post construction.
6	Project Name	Down Payment Assistance / Acquisition
	Target Area	City Wide
	Goals Supported	Homeless Objective 1.1 & 1.2 Homeless Objective 2.1 & 2.3 Homeless Objective 3.1 Other Special Needs Housing Plan Objective 1.1 Housing Objective 1.2 Housing Plan Objective 1.3 Housing Objective 1.4 Housing Plan Objective 1.5 Housing Plan Objective 2.1 Housing Objectivte 2.2 Housing Plan Objective 3.1 & 3.2 Housing Plan Objective 4.1-4.3
	Needs Addressed	Home Buyers Program
	Funding	HOME: \$78,000
	Description	Down Payment assistance will be provided by assisting households to determine eligibility of the program including the application and counseling regarding purchasing of a home. Ten households are projected to receive down payment assistance and counseling and the program provides for program delivery of staff oversight of each activity.
	Target Date	

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that 10 households will be provided down-payment assistance including 4 at or below 60% AMI and 6 at or below 80% AMI and will potentially very low-, low-, and moderate income elderly, disabled, female head-of-house, and households of a variety of race and ethnic categories.
	Location Description	City wide. Locations to be determined.
	Planned Activities	Home-buyer counseling and down-payment assistance to eligible and qualified households.
7	Project Name	Bryan Parks and Recreation Summer Camp
	Target Area	City Wide
	Goals Supported	Non Housing Plan Objective 1.1 Non Housing Plan Objective 1.2 Non Housing Objective 1.3
	Needs Addressed	Public Agency Programs: Youth and Families
	Funding	CDBG: \$35,000
	Description	Improve or expand access to public services for low- and moderate-income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 1 of the Non-Housing Plan. This project includes a public service eligible program for a summer youth camp.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	Activities will benefit an estimated 625 youth from very low-, low- , and moderate-income families, to include single and female head-of-house families, and those of a variety of race and ethnic categories.
	Location Description	City Wide

	Planned Activities	Eligible operating expenses including partial salaries and benefits, supplies, equipment, transportation and field trips for the Summer Camp program. Offered in 5 Bryan low and moderate-income neighborhood parks, provides educational, social, and recreational activities.
8	Project Name	Brazos Valley Food Bank, Together We Grow
	Target Area	
	Goals Supported	Non Housing Plan Objective 1.1
	Needs Addressed	Public Service Agency Programs: Low and Moderate
	Funding	CDBG: \$21,247
	Description	Improve or expand access to public services for low- and moderate-income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 1 of the Non-Housing Plan. Casework and supportive services to include job training and workplace support to help clients become food-secure.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 48 persons will benefit, to include very low-, low- , and moderate-income families, to include single and female head-of-house families, and those of a variety of race and ethnic categories.
	Location Description	1501 Independence Ave.
	Planned Activities	Casework and supportive services to include job training and workplace support to help clients become food-secure.
9	Project Name	Twin City Mission The Bridge Case Management Assistance Program
	Target Area	City Wide
	Goals Supported	Homeless Objective 2.1 & 2.3

	Needs Addressed	Homeless Shelter, Housing and Supportive Services
	Funding	CDBG: \$27,000
	Description	Improve or expand access to public services for low- and moderate-income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 2 of the Homeless Plan. This project includes case management and support services to homeless persons.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 625 persons will benefit, to include very low-, low- , and moderate-income families, to include single and female head-of-house families, and those of a variety of race and ethnic categories.
	Location Description	410 S. Randolph Ave.
	Planned Activities	Case management and support services to homeless families.
10	Project Name	Catholic Charities Financial Stability Program
	Target Area	
	Goals Supported	Non Housing Plan Objective 1.1
	Needs Addressed	Public Service Agency Programs: Low and Moderate
	Funding	CDBG: \$5,000
	Description	Improve or expand access to public services for low- and moderate-income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 1 of the Non-Housing Plan. Financial support services to include rent and utility assistance, case management, referrals, and education.

	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 460 persons will benefit, to include very low-, low-, and moderate-income families, to include single and female head-of-house families, and those of a variety of race and ethnic categories.
	Location Description	1410 Cavitt Ave.
	Planned Activities	Provide financial support services to include rent and utility assistance, case management, referrals, and education.
11	Project Name	Brazos Valley Rehab Center Counseling and Case Management
	Target Area	
	Goals Supported	Non Housing Plan Objective 1.1
	Needs Addressed	Public Service Agency Programs: Low and Moderate
	Funding	CDBG: \$5,247
	Description	Improve or expand access to public services for low- and moderate-income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 1 of the Non-Housing Plan. Counseling, case management, and referral services to Rehab Center clients.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 210 persons will benefit, to include very low-, low-, and moderate-income families, to include single and female head-of-house families, and those of a variety of race and ethnic categories.
	Location Description	1318 Memorial Dr.

	Planned Activities	Counseling, case management, and referral services to Rehab Center clients.
12	Project Name	Voices for Children CASA (Court Appointed Advocates) Program
	Target Area	
	Goals Supported	Non Housing Plan Objective 1.1 Non Housing Plan Objective 1.2 Non Housing Objective 1.3
	Needs Addressed	Public Agency Programs: Youth and Families
	Funding	CDBG: \$30,000
	Description	Improve or expand access to public services for low and moderate income and special needs populations (including but not limited to elderly, youth at risk, families at risk, substance abuse, HIV/Aids, victims of domestic violence, victims of abuse, disabled (mentally, physically and developmental, and homeless) addresses Objective 1 of the Non Housing Plan. This project includes public service agency program funding for a court appointed child advocacy program.
	Target Date	9/30/2019
	Estimate the number and type of families that will benefit from the proposed activities	An estimated 300 persons will benefit, specifically minor children in the child welfare systems of Texas, to include those of a variety of race and ethnic categories.
	Location Description	115 N. Main St.
	Planned Activities	The Voices for Children CASA program trains and provides court appointed advocates for children in the child welfare system of Texas. Funds provide for eligible staff and benefit expenses.

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

CDBG and HOME funds are not allocated based on geographic areas. Funds are distributed throughout the community based on need. Because low-income, elderly, disabled, and special needs homeowners and renters reside throughout the city, housing assistance is available citywide. Homeless persons and those facing potential homelessness also reside throughout the city making the need for shelter and housing a citywide activity. Services provided for the homeless population are located city-wide to provide maximum accessibility.

In an effort to promote livability, public services, public facilities and housing projects are generally located so as to be accessible by various modes of transportation (walking, biking, driving) and are typically on or near public bus routes provided by the local transit authority (the District) as well as Texas A&M University's off-campus bus service. Major employment assistance providers like Blinn College and the Workforce Commission are located on both, the District's and Texas A&M University's off-campus bus routes.

Assistance for special needs populations (elderly people, disabled persons, persons with drug/alcohol addictions, persons with AIDS/HIV) is provided citywide, as these populations exist throughout the city. Public services (such as Phoebe's Home, the Food Bank, and Elder-Aid) are also not limited geographically. These services are expected to be readily available and accessible to targeted audiences.

Public facilities and infrastructure improvements, such as park improvements, will be considered in the relevant service areas of the city where 51% or more of the population meets low- and moderate-income guidelines or where an organization's clients are at least 51% low to moderate income as defined by HUD. CDS staff participates on the city's Staff Infill Housing Committee to ensure that priority is assigned to livability issues when CIP projects are being considered.

Economic development activities are provided citywide (unless designated a spot slum/blighted location), recognizing that low-income individuals live throughout the city and that business location is often critical to its potential success

Geographic Distribution

Target Area	Percentage of Funds
City Wide	100

Table 9 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Allocations for priority needs are not made on a geographical basis. Also see discussion above.

Discussion

Because housing, as well as health and human needs are found throughout the community, allocation of program funds are available citywide. As noted above, low-income, elderly, disabled, and special needs homeowners and renters reside throughout the city, therefore housing assistance is available citywide. Likewise, homeless persons and those facing potential homelessness also reside throughout the city making the need for shelter and housing a citywide activity and services provided for the homeless populations are located city-wide to provide maximum accessibility.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In the 2018-19 Program Year, the City of Bryan will provide rehabilitation/reconstruction assistance to a minimum of 3 homeowners through the Home Owner Housing Assistance Program and minor repair assistance to a minimum of 20 low-income owner-occupied dwellings. It is expected that 14 of these 23 homeowners will be elderly and/or disabled. It's anticipated that 10 lower-income, eligible applicants will purchase homes using the City of Bryan's Home Buyers Down-Payment Assistant Program. An additional 1 new affordable elderly rental property will be developed by the City's CHDO.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	20
Special-Needs	14
Total	34

Table 10 - 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	23
Acquisition of Existing Units	10
Total	34

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

Discussion

The above noted affordable housing activities are targeted toward low-income home owners and/or home buyers. While the City is not directly funding housing assistance to homeless populations, the local homeless shelter and services provider, Twin City Mission (TCM), will received continued funding from a variety of public and private grant and charitable sources. TCM also generates funds from its donation and thrift shop sales. The City partners with TCM as a member of the Brazos Valley Coalition for the Homeless.

AP-60 Public Housing – 91.220(h)

Introduction

While no CDBG or HOME funds will be allocated to the local public housing authority, the Bryan Housing Authority (BHA), plans continued improvements to its 300 duplex and townhome style subsidized rental units. A variety of support services are made available to the residents to promote a healthy affordable living environment for all tenants, young and old. BHA reports an occupancy of approximately 97% with elderly / disabled residents representing between 12-14% of the resident population. Regarding Section 8, Housing Choice Voucher (HCV) Program assistance, the Brazos Valley Council of Governments (BVCOG) is the regional administrator of the HCV program. In the 2018 program year, BVCOG anticipates making 1,500 to 1,700 Housing Choice Vouchers available monthly throughout the Bryan-College Station community and, likewise, provide various support programs for person applying for and utilizing rental assistance vouchers.

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

In a previous program years, BHA has been awarded a 2013 ROSS-Service Coordinator Grant funding which continues to provide funds during this program year for improved units and services. BHA expects the 2013 grant to be exhausted by July 2018, after which the a 2016 ROSS grant allocation will be available to the BHA. During development of this AAP, the BHA has not yet been notified of its 2018 Capital Fund Program allocation, but anticipates similar funding levels to the current year. BHA continues previously reported renovations of units and is finalizing major roof replacement project on 61 BHA properties, updating of air-conditioning systems (being completed in phases), tub replacements for the Jordan Loop units, and other interior and exterior repairs. The City will continue to provide technical assistance to BHA and meet onsite at least once annually.

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

BHA also continues to provide a variety of services to residents, to include: homeownership training, parenting Skills, dropout prevention, domestic violence and substance abuse prevention, health fairs and healthcare assistance, pregnancy outreach, budgeting, GED and higher education assistance, youth leadership development and computer classes. BHA is also initiating character building sessions during the summer for neighborhood youth, and fitness program for adults. BHA is currently working to initiate a neighbor association.

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

Not applicable.

Discussion

Upon request, the City of Bryan reviews BHA grant applications and provides the required Certification of Consistency for the U.S. Dept. of HUD. The BHA is an important partner in the delivery of affordable housing and related support services. BHA rental units and other program assistance provide the support and encouragement needed by residents wanting to achieve self-sufficiency. With BHA support and assistance from other programs and agencies, BHA tenants have the opportunity to achieve increased self-sufficiency for themselves and their families.

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

Introduction

In support of homeless and special needs activities, the City supports Twin City Mission and Project Unity on applications for ESG and HOPWA funds to meet homeless needs. The City of Bryan is also a member of the Brazos Valley Coalition for the Homeless (BVCH) and coordinates with BVCH on identifying local needs, specific to homelessness in Bryan. The City regularly coordinates with BVCH on its annual Point-in-Time Homeless Count as well as participates in regular coalition efforts to gather information with which to complete regular gaps analysis updates.

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

The City will coordinate with BVCH in service delivery to ensure needs are addressed. Goals include those identified in the CoC's applications for funding, as well as the City of Bryan's CDBG – PSA funding for: Twin City Mission's – The Bridge, shelter/case management program which is expected to serve 625 unduplicated clients, and; Voices for Children Court Appointed Advocates program which is expected to serve 300 unduplicated clients in the 2018-19 program year. Other area agencies addressing local CoC needs include: Bryan Public Housing Authority, B/CS United Way, The Brazos Valley Community Action Programs, Project Unity, BCS Habitat for Humanity, Twin City Mission, Elder-Aid, Emanuel Baptist Church, Family Promise, the Brazos Valley Council of Governments, Mental Health Mental Retardation Authority of Brazos Valley, the Salvation Army, and others.

Addressing the emergency shelter and transitional housing needs of homeless persons

Actions taken in the 2018-19 Program Year to address emergency shelter and transitional housing needs locally include:

Point in Time Homeless Count: The City will participate in BVCH's Point-In-Time Homeless population and subpopulation counts.

Address Chronic Homelessness: The City and BVCH will support homeless providers in efforts to provide additional beds for the chronically homeless.

The City of Bryan will also fund:

- Twin City Mission's – The Bridge, Shelter/Case Management Program, expected to serve 625

unduplicated clients, and;

- Voices for Children Court Appointed Advocates Program which is expected to serve 300 unduplicated clients in the 2018-19 program year.

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

To address chronically homeless individuals and families, the City and its Homeless Coalition partners make intensive case management available to reduce recidivism by previously homeless persons. Other actions taken in the 2018-19 Program Year to help persons transition to permanent housing and avoid recidivism include:

Assistance to Homeless Clients: Through the city's public service agency funding allocation, the City will make \$27,000 available to Twin City Mission to provide supportive services for homeless clients. An estimated 625 unduplicated clients will be assisted through this program. Intensive case management is focused on all aspects of homelessness to include factors that increase chronic homelessness among families, unaccompanied youth, and veterans.

Catholic Charities Financial Stability Program: Through the city's public service agency funding allocation, the City will make \$5,000 available to this agency to provide supportive services to low- and moderate income persons, to include formerly homeless and those at risk of homelessness due to financial difficulties. An estimated 460 unduplicated clients will be assisted through this program.

Voices for Children CASA (Court Appointed Advocates) Program: Through the city's public service agency funding allocation, the City will make \$30,000 available to CASA to provide advocates to represent advocate for local minor children in the welfare systems of Texas. An estimated 460 unduplicated clients will be assisted through this program.

I&R for Services: The City will support, case management, and public service referrals provided to clients in public housing and will support homeless providers doing likewise for non-sheltered and sheltered persons.

Ensure Quality Case Management: The City will partner with the BVCH to ensure case management services and support is adequate to help clients avoid homelessness and obtain shelter/housing.

Employment and Job Skills: The City and BVAH will coordinate with the Workforce Board to address employment needs of homeless.

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.

Actions taken in the 2018-19 Program Year to help individuals and families avoid homelessness include:

Assistance to Formerly/currently Homeless Clients: Through the city's public service agency funding allocation, the City will make \$30,000 available to CASA to provide advocates representing minor children in the welfare systems of Texas. An estimated 460 unduplicated clients will be assisted. An additional \$27,000 will be available to Twin City Mission to provide supportive services for homeless clients to an estimated 625 clients.

Assistance to Clients at Risk of Homelessness: Through the city's public service agency funding allocation, the City will make \$5,000 available to Catholic Charities of Central Texas's Financial Stability Program to provide case management, referrals, and utility and rental assistance to clients with critical financial hardships. An estimated 460 unduplicated clients will be assisted through this program.

Increase Permanent Housing Options: The City will assist agencies in applying for additional funding to maintain or develop existing or new affordable housing. The City will review BHA applications and reports and provide Certificates of Consistency as requested.

Eliminate Obstacles: The City will continue assisting local providers in identifying and addressing obstacles in local assistance delivery systems and programs.

Evaluate Programs: The City will assist agencies in evaluating temporary housing and contact agencies working with homeless providers to focus on maintaining successful practices.

Assist Families with Children: The City, in partnership with the BVCH, will promote housing opportunities to homeless families with children.

Ensure Quality Case Management: The City will partner with the BVCH to ensure case management services and support is adequate to help clients avoid homelessness and obtain shelter/housing.

Discussion

The City's collaboration with the BVCH member agencies ensures a comprehensive approach to identifying and meeting Continuum of Care (CoC) needs locally. Many local health and human service providers provide services directly addressing homelessness, as well as the ancillary issues and needs of homeless individuals and families. Collectively, homeless clients have the means to receive shelter and services, and to be counseled as they plan their transition from homelessness to permanent affordable housing and increased self-reliance.

Regarding ensuring that individuals are not discharged from public institutions into homelessness, area facilities and institutions have policies to guard against that possibility. Following are those safeguards:

Foster Care: Case managers within the Texas Department for Family and Protective Services ensure a plan is in place for each youth leaving the system, including naming a destination or facilitate transition to private supervision. The plan takes the well-being of the youth into account and follow-up interviews take place to ensure shelter, family and stability. For foster care youth who age-out of the foster care system, TDPRS ensures access to educational and vocational opportunities, financial options and available mental health and substance abuse services.

Health Care: Area hospitals have policies ensuring persons being discharged receive case management on placement needs so as to ensure patients will not be discharged into homelessness but, instead, to emergency or transitional facilities. Homeless and social service providers regularly collaborate with discharge staff to identify patient needs and ensure that patients are not discharged into homelessness.

Mental Health: By networking with family, community agencies, and with the patient, MHMR of Brazos Valley works to ensure patients have a place to reside prior to being discharged. This plan includes where the patient will live, whether with family, in a basic care or adult foster care facility, or other care facility. Other local, state or governmental agencies are also consulted to ensure ongoing stability and support services

Corrections Facilities: The Federal Bureau of Prisons has a pre-release program with discharge planners to ensure inmates have a smooth transition into communities. Parole officers or case managers provide personalized plans to assist inmates with specific needs and provides information on local agencies and service providers. The Texas Department of Criminal Justice utilizes a similar protocol for the discharge of Texas prison inmates. Likewise, the Texas Youth Commission discharges youth in accordance with the Texas Administrative Code which ensures effort is made to release youths back to the homes from which they came. County jails, while not having formal policies, attempt to avoid inmates being discharged into

homelessness. Inmates without families are offered transportation to a local shelter, another community, or taken to the local Salvation Army office for assistance in finding shelter, food, clothing, and other supportive needs. The local MHMR Authority collaborates with area correctional entities to establish a comprehensive Jail Diversion plan for mentally ill clients so as to help them avoid homelessness.

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

Introduction:

The City of Bryan has reviewed its own policies and procedures for potential barriers to the development, maintenance, or improvement of affordable housing locally. The purpose of development regulations is to protect the health, safety, and welfare of the public. While promoting affordable housing, a balance must be established between societal and environmental goals and housing affordability. ***In analyzing the effects of local public policy as potential barriers to affordable housing in Bryan, no significant barriers are found to exist.*** No local or other barriers to affordable housing were identified in the City of Bryan during the program year.

Strong efforts continue locally to encourage development and preservation of affordable housing. A shortage of affordable undeveloped property, along with rising construction material and labor costs, are the main hindrances to development of affordable housing locally. Additionally, clouded or fragmented title to property often renders otherwise potentially affordable housing developments infeasible. City of Bryan Community Development staff work regularly with property owners, taxing entities, for- and not-for profit developers (i.e. Habitat and CHDOs) and internal city departments on strategies to facilitate and expedite new affordable housing locally.

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

Locally, construction or renovation of housing is inexpensive in terms of development and inspection fees, meaning municipal costs do not inhibit development of affordable units. Development standards facilitate both market and affordable units. The City will regularly analyze its development standards to identify potential barriers to production of affordable housing. The City avoids duplication between jurisdictions and ordinances are enforced solely by the City, eliminating redundant, time-consuming steps that add costs. Additionally, zoning allows for minimally sized lots which accommodate development of affordable housing.

Building fees are kept reasonable and are generally less than those recommended by national advisory boards. For example, the model codes recommend a plan review fee and a permit fee, but Bryan has chosen not to collect plan review fees or building impact fees. The City continues to assess fees and processes to ensure affordable housing is not hindered and allows flexibility in zoning and building requirements when appropriate. Bryan uses a single fee based on square footage. Building, plumbing, mechanical, and electrical permit cost are added together for a new home. In Bryan, the valuation is simply \$66 per square foot with one permit cost. Further, permit fees for City-sponsored affordable housing development are waived for participating non-profit developers, and outstanding city liens are also waived for nonprofit developers acquiring property which has outstanding liens for code

enforcement actions. Local development expenses are minimal in terms of housing construction and renovation costs. Goals will include collaborative efforts with private and public entities so that resources can be leveraged and benefits maximized.

Affordable rental units, to include HTC (Housing Tax Credit) projects and privately owned properties, have been supported by the City in the past to promote development of affordable units. When appropriate, the City will continue to review proposed private and public affordable rental developments. Special needs housing is also a need as local housing providers have reduced funding. The BVCH (Brazos Valley Coalition for the Homeless) applies for available HUD Continuum of Care (CoC) funds and MHMR of the Brazos Valley is also seeks new sources of funds. Local organizations and churches have also established programs to meet these needs.

In spite of funding challenges, assistance for the elderly, disabled, HIV clients, and homeless continue. The City maintains partnerships with other inter-local agencies and interested citizens to encourage the development of accessible, special-needs housing. The city also continues to provide funding and technical assistance to its CHDOs to build additional local capacity for development of affordable and special needs housing. In terms of other supportive assistance, the Brazos Valley Council of Governments' (BVCOG) Housing Choice Voucher (HCV) program continues to administer the Family Self-Sufficiency (FSS) program. Depending on funding, HCVP will provide rental and utility assistance to approximately 1,500 - 1,700 families in Bryan. The Bryan Housing Authority manages 300 affordable duplex and townhome style units at five locations in Bryan to also address affordable housing needs.

The City established an inter-department group - Bryan's Staff Housing Infill Committee - that identifies obstacles and explores ways to enhance local development, including infill housing, infrastructure, demolition, and other affordable housing initiatives.

Discussion:

Locally, a demand for higher cost housing is currently seen. This may divert resources from affordable single-family development and reduce opportunities for lower-income buyers. To address this, technical assistance and homebuyer counseling is being provided by the City and local agencies. The Bryan and College Station Community Development Offices, Brazos Valley Affordable Housing Corporation, Habitat for Humanity, Brazos Valley Community Action Agency, and the city's CHDOs coordinate to streamline and promote programs assisting lower-income renters, homebuyers, and owners. Staff continues to encourage new and creative ways to ameliorate barriers to affordable housing.

AP-85 Other Actions – 91.220(k)

Introduction:

The City partners with public and private organizations to enhance the effectiveness of programs delivering housing and social service assistance. A comprehensive network of planning entities and providers ensure that needed and attainable goals are established and resources are leveraged in meeting goals. Duplication of services is avoided by the city's lead on certain assessment and planning efforts. Examples include the city's participation in the Joint Relief Funding Review Committee (JRFRC), which serves both the cities of Bryan and College Station. Likewise, the city's participation in the Community Partnership Board (CPB) – representing approximately 80 agencies, the Brazos Valley Coalition (BVCH) for the Homeless, and United Way, all demonstrate the high level of coordination within the local housing and social service providers.

Actions planned to address obstacles to meeting underserved needs

As identified in the 2015-19 CP, an ongoing obstacle to meeting housing and non-housing needs is lack of funding. Accordingly, the City, and its many public and private partners, developed and maintain collaborative associations to ensure effective delivery of service. The CPB agencies meet regularly to ensure cross-agency communication and to eliminate duplication in services. Likewise, the BVCH brings together Continuum of Care (CoC) providers in an effort to leverage funding and program capacity. The City has also created a portfolio of loans from past CDBG and HOME program activities that are now producing program income that allows additional affordable housing program accomplishments each year. United Way, through their three main initiatives (health, education, and financial stability) focuses on strengthening and maintaining effective inter-agency relationships, to include its partnership with the City of Bryan.

Actions planned to foster and maintain affordable housing

The City commits to increasing affordable housing in 2018-19 through its Entitlement City" and "Participating Jurisdiction" designations and CDBG and HOME grant allocations. HOME funds specifically target housing activities for low-income persons.

CDBG and HOME funds will be used to address needs identified in the 2015-19 CP through some or all of the following activities:

- Home Owner Housing Assistance - rehabilitation of substandard low-income owner-occupied

homes, including minor assistance.

- Home Buyers Program – includes counseling, down payment, and technical assistance to homebuyers.
- Public Facility Improvements - in low- to moderate-income areas, including infrastructure improvements or repairs to streets, sidewalks, fire safety, and/or park equipment.
- Infrastructure and Technical Assistance - for development of mixed-income subdivisions located in low to moderate-income neighborhoods.
- Community Housing Development Organization (CHDO) - funds for qualified organizations to undertake affordable housing activities.
- Technical Assistance - to assist private investors of rental rehabilitation or new construction.
- Volunteer Demolition – to facilitate the removal of dangerous and/or dilapidated structures and,
- Acquisition – to facilitate development of additional affordable housing and/or economic redevelopment.

PY2018-19 funds are allocated for down-payment assistance, major and minor repair assistance, housing development and other affordable housing activities, including program delivery costs when applicable. Approximately \$79,000 of program income is also anticipated (\$19,000 from CDBG and \$65,000 from HOME). It is expected that these funds will leverage approximately \$1,200,000 in other non-grant funds.

The City will continue developing relationships with non-profit housing and service providers to improve the quality and quantity of affordable housing and to retain housing affordable to low-income families. These housing partners include:

- BCS Habitat for Humanity – Habitat serves local families earning up to 60% of the median income and are in need of quality affordable housing.
- Twin City Mission, Emanuel Baptist Church, and Family Promise – permanent, transitional, and temporary housing stock for the homeless.
- Brazos Valley Council of Governments – Housing Choice Vouchers (HCV) for rental housing. Funding allows approximately 1,500 - 1700 households to receive assistance in the upcoming year.

Actions planned to reduce lead-based paint hazards

Bryan has emphasized lead-based paint (LBP) counseling and awareness in all its programs. All Down-payment and Closing Cost assistance for pre-1978 properties in the homebuyer program requires LBP counseling as well as testing and remediation. The City also maintains a continued focus on the hazards of lead-based paint and the need for lead-based paint testing of potential rehabilitation projects. Additionally, the City has continued to work with public service agencies caring for or providing services to children to reduce lead-based hazards in the community. The city's Community Development Services

Department has staff members with years of experience and training related to the identification, planning, and remediation of lead-based paint hazards. Housing program activities have policies and procedures in place to, not only remediate lead-based paint hazards in existing structures, but to also promote and facilitate the development of new, affordable and safe housing units that will benefit the lower-income community for decades to follow.

The following strategies related to City of Bryan Community Development programs and projects are ongoing:

- Provide public information and education regarding lead-based paint.
- Integrate lead hazard evaluation and reduction activities into all housing activities.
- Provide training and certification opportunities for Community Development staff to manage lead-based paint impacted projects

Actions planned to reduce the number of poverty-level families

In Program Year 2017-18, the City continue its antipoverty strategy that previous plans promoted. That strategy has the following components:

- Expand the inventory of safe, decent, affordable dwellings available to low-income residents.
- Fund public service activities that enhance quality of life and encourage self-sufficiency for low-income residents.
- Create jobs for low-income residents by providing technical assistance to businesses creating jobs available to low-income persons, with an emphasis on living wage jobs.
- Fund activities allowing children to develop their maximum potential and leave the poverty environment.

To advance goals outlined in the 2015-19 Consolidated Action Plan, the City of Bryan will fund the following activities:

The \$823,293 CDBG grant funding, coupled with approximately \$19,000 of program income, will be allocated for affordable housing programs and a variety of local health and human service program activities promoting a suitable living environment, and enhancing availability/accessibility of services.

Those activities include: a recreation summer camp program for children; a casework and supportive services program designed to help clients become food-secure; a court appointed advocate program supporting children in the child welfare system of Texas; a financial stability program providing utility and rental assistance, as well as education, referrals and case management; a homeless shelter and supportive

services program to help homeless clients transition into stable housing and employment. In addition, some of the CDBG funding allocation and program income will be used to promote decent and affordable housing, including: major rehabilitation/reconstruction; new affordable housing construction; minor repair; and down-payment assistance, volunteer demolition, acquisition, and staff program delivery.

The HOME grant funds, totaling \$343,707, plus another \$65,000 of projected program income, will also be allocated to several housing assistance activities promoting decent and affordable housing. Those activities include: major rehabilitation/reconstruction; new affordable housing construction; and down-payment assistance. CHDOs will participate in the promotion of decent and affordable housing locally.

The City will, where appropriate, partner in agency efforts to assist the unemployed/under-employed and will support local job training, job creation and economic development efforts by local agencies, to include: Brazos Valley Council of Governments - Workforce Solutions, Blinn College, BCS Small Business Development Center, BCS Chamber of Commerce, and the Research Valley Partnership.

Actions planned to develop institutional structure

The City will continue its partnerships, developed over years, to enhance the identification of needs and delivery of services. The City's Community Development Services Department partners with multiple organizations in assessing and meeting local needs. The local institutional delivery system is well coordinated to address homeless, housing, non-housing and special needs. The private and public organizations listed in Section SP-40 of the 2015-19 Consolidated Plan coordinate with the City, and other entities, in the identification, needs assessments, and delivery of program assistance. Additionally, The Cities of Bryan and College Station (neighboring cities) jointly manage the Joint Relief Funding Review Committee (JRFRC), a citizen committee appointed by both city councils, to better prioritize needs, evaluate agency programs, and recommend allocation of grant funds – all in an effort to promote efficiencies and eliminate duplication among health and human service providers. The City also is member of the Community Partnership Board, a coalition of approximately 80 agencies service the health and human services needs of Bryan-College Station. Collectively, the local institutional delivery system is well coordinated and very effective in addressing local needs, providing information and referral services, and minimizing duplication of services.

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

The Community Development Services (CDS) Department of the City of Bryan is the lead agency for the Consolidated Plan and all subsequent Action Plans. CDS staff will work closely with all housing and social services providers through the 2018-19 Action Plan to achieve stated goals and objectives.

Housing Agencies: CDS staff will, as appropriate, work with the Bryan Housing Authority, Brazos Valley Development Council, Texas Department of Housing and Community Affairs, HUD, the Brazos Valley Community Action Agency, Habitat for Humanity, Brazos Valley Affordable Housing Corporation, the

Brazos Valley Coalition for the Homeless, Brazos Valley Council of Governments, and other public and private entities to enhance program delivery. The City of Bryan will continue seeking qualified organizations to assist in becoming new CHDOs.

Social Service Coordination: Bryan and College Station, Texas, both Entitlement Communities and Participating Jurisdictions, operate the Joint Relief Funding Review Committee, whose task is to review all CDBG public service program funding applications and provide the respective city councils with recommendations for the use of funds. This eliminates duplicate requests and provides a quality review of needs and resources for the larger Bryan-College Station community. Staff will also continue to work with individual agencies and coalitions to enhance communication and service delivery. Bryan will provide technical assistance to public service agencies by providing review of grant applications, sources of funding streams, and workshops. Additional technical assistance is provided one-on-one.

The City of Bryan will continue to partner with and serve on United Way's 2-1-1 information and referral system committee. Needs and gaps continue to be those identified previously by the Information and Referral Advisory Committee. Resulting goals enhance coordination between public and private housing and social service agencies, and include:

- Create greater awareness of available information and referral services;
- Coordinate existing services and maintain a comprehensive central database of health and human services information;
- Coordinate funding sources to streamline funds into a collaborative network, and;
- Provide educational presentations on the viable usage of 2-1-1.

The City's CDS Staff will also serve on the Unity Partners Executive Board as part of the Social Inclusion Team, which strives to incorporate local demographics into goals and objectives for low- and moderate-income families. The community-wide organization provides a forum for area non-profit providers to cooperate on reducing duplication of services, gain strength through collaborative grant writing efforts, attend workshops and seminars, and provide case management for families to encourage self-sufficiency. CD staff also serves on United Way's Board and I&R Committee, Brazos Valley Coalition for the Homeless. Additionally, CD staff manages the city's "Bank on Brazos Valley" program and serves on Texas A&M University's Cultural Diversity Committee.

Discussion:

Meeting obstacles, foster and maintaining affordable housing, reducing lead-based paint hazards, developing institutional structure, and enhancing coordination between local public and private housing and social service agencies are all advanced by the City's comprehensive network of partner agencies. Agency resources are leveraged and duplication of services is avoided through a high level of coordination within the local housing and social service community. Through these partnerships, 2015-19 Consolidated Plan priorities and 2018-19 Annual Action Plan goals will be achieved.

Program Specific Requirements

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

Introduction:

The following information provides details regarding the CDBG and HOME grant requirements. Information related to: program income; percentage of LMI person assisted; other investments; and information related to resale and recapture provision of the city’s housing programs. Due to text limitations in the eCon Planning Suite template, information related to resale and recapture provisions are abbreviated. Full program requirements are found and maintained in the City’s Community Development Services Department’s Policies and Procedures Manual, maintained in the CDS office.

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	0
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:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	95.00%

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:

While 100% of the City of Bryan's HOME match requirement has been waived, the City identified other potential sources of funds that will likely be available in the 2018 Program Year to leverage the city's HOME program activities. It is anticipated that approximately \$1,200,000 in other, non-HOME funds will be leveraged during the program year. A listing of other potential funding includes:

- Down Payment Assistance - down payment, closing cost and /or principal buy-down assistance using municipal funds in an effort to assist low income homebuyers.
- Property Donations - donation of City-owned property to facilitate affordable housing projects. Value not yet established.
- Non-profit Resources - volunteer help (sweat equity), and other documented non-profit contributions will be leveraged to accommodate affordable housing options. Value not yet established.
- General Fund Match - administrative costs for the Community Development Services Manager and Project Specialist positions. The City's match requirement has been waived. Estimated HOME leveraging is anticipated to be \$1,200,000.

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:

Corresponding with HOME funded Homebuyers Assistance of \$14,999 or less per purchase/client, the City will require a five year deferred loan secured by a note and recorded deed of trust. Recapture of the amount of assistance provided with HOME funds will be required upon resale, failure to maintain as homestead, or transfer of ownership during the affordability period; to the extent proceeds are available from any sale. The HOME investment subject to recapture is based on the amount of HOME assistance that enabled the homebuyer to buy the dwelling unit. This is also the amount upon which the affordability period is based. This includes any HOME assistance that reduced the purchase price from fair market value to an affordable price, but excludes the difference between the total actual cost plus the market cost of producing the unit and the market value of the property (i.e., the development subsidy). The recaptured funds must be used to carry out HOME eligible activities.

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:

Where acquisition is used in support of program efforts to develop new affordable housing for future homebuyers, the resale/recapture and affordability guidelines listed above will govern. For non-down-payment activities where acquisition is involved, resale provisions restricting rents to affordable

levels and occupancy to eligible households will be required through a recorded Land Use Restriction Agreement (LURA). Likewise, HOME Program required resale/recapture requirements for new developments will have a term of 20 years, and rehabilitated rental developments will have a term of five to fifteen years based upon the amount of the HOME subsidy in the development – all enforced by a recorded LURA.

Additionally, the City acknowledges the 2013 HOME Final Rule, which provided new regulations for projects receiving HOME funding. The City has current policies and procedures to address these requirements and has adopted the following HOME Appropriations requirements:

- HOME funds used for projects not completed within 4 years of the commitment of funds will be considered terminated and all HOME project funds repaid to the city's HOME Investment Trust Fund. The City may request a 1 year extension by submitting information about the status of the project, steps taken to overcome obstacles, proof of adequate funding to complete the project, and a schedule with milestones for completion of the project for HUD's review and approval.
- No HOME funds may be committed to any project involving acquisition, construction, or rehabilitation of rental or homebuyer projects, unless the participating jurisdiction certifies that it has conducted an underwriting review, assessed developer capacity and fiscal soundness, and examined neighborhood market conditions to ensure adequate need for each project.
- Any homeownership units funded with HOME funds which cannot be sold to an eligible homeowner within 6 months of project completion shall be rented to an eligible tenant.
- No HOME funds may be awarded for development activities to a community housing development organization that cannot demonstrate that it has staff with demonstrated development experience.

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 plan to use HOME funds to refinance existing debt on multi-family housing.

The City of Bryan has adopted housing program guidelines to support the development and maintenance of safe, efficient, accessible and affordable housing for its lower-income citizens. While incorporating provisions to guide the acquisition, construction and/or rehabilitation of affordable housing, the guidelines also ensure that CDBG and HOME requirements are satisfied. The City's goal is to ensure that local and federal funds are used as efficiently and effectively as possible, and that recaptured and/or leveraged resources are reinvested to further promote affordable housing locally.

**2018 Public Hearings Held
and
Public Participation and Comments Received**

On March 8, 2018 and June 28, 2018 the CDAC provided a public forum for discussion of the Community Development Services Department's ongoing programs and to gain community input on client needs for housing and non-housing activities.

Staff presentations during the public hearings included overviews of CDBG and HOME eligible programs specific to the city's grant programs and the proposed 2018 Annual Action Plan (AAP) priorities and funding allocations. Presentations regarding Fair Housing, Affirmative Marketing, and the Analysis of Impediments were also provided as part of the hearings.

All comments were considered as part of the planning process and funding recommendations for the 2018 AAP. On July 10, 2018 the Bryan City Council held a public meeting where the 2018 AAP was approved and adopted. The City Manager was designated the authorized signature authority for all related and required 2018 AAP documents.

Citizen / Stakeholder Comments Received Regarding the 2018 AAP Follow:

Online 2018 Needs / Public Comment Survey

The highest rated survey results for housing and non-housing needs included: need for special needs housing (elderly, disabled, etc.); homeowner housing repair assistance; emergency short-term, transitional, permanent housing for homeless; homebuyer assistance; infrastructure improvements (streets, sidewalks, drainage, neighborhood centers; health services; social services; and technical assistance to businesses for job creation. Comments reinforced responders ranking of these categories, with multiple respondents sharing observations related to specific local needs.

March 8, 2018 Public Hearings:

Melinda Fox (City of Bryan PD – via email) reported referring citizens to the Community Development (CD) Office for assistance with housing needs. She said the helpfulness at the CD Office makes her job easier by having contacts and resources she can refer citizens to and that she hears of citizens helped due to referrals. Officer Fox plans to participate in city and non-profit partnerships addressing housing needs in hopes of gaining additional skills to better assist citizens. Officer Fox reported that CD staff and programs make her job easier and she looks forward to another successful year with the CD Office.

Lynne Yeager (Prenatal Clinic) thanked the CDAC Committee for efforts to make CDBG funds for local public service agencies. Ms. Yeager outlined services provided by Prenatal Clinic, noting that clients served with their CDBG allocation are low- and moderate-income persons and the funding is important to those clients. She asked CDAC to continue recommending the maximum 15% of grant allocation to local public service programs. Ms. Yeager thank City management and staff in attendance and encouraged attendees to contact congressional representatives and encourage continued funding of the CDBG grant.

John Paci (Catholic Charities of Central Texas – CCCT) stated CCCT strongly supports the City’s allocation of 15% of the CDBG grant to public service funding which is crucial to social service providers serving vulnerable population. Mr. Paci said that CCCT’s years of experience working with low- and moderate-income families, confirms that there is a great need for rental and utility assistance in Bryan. Mr. Paci said CCCT is extremely grateful to be among the programs recommended for funding this year and commend the City for its commitment to making the community livable for all persons.

Bill Kelly (MHMR Authority of the Brazos Valley – via email) commended the City for participating in the CDBG Grant to attract much needed funding to the community. Kelly also encouraged the City to continue allocating the maximum 15% of grant allocation for public service agencies. Kelly indicated CDBG funds are important because agencies continue to see declines in funding and without CDBG funds many programs would be cut back or eliminated.

A. J. Renold (Voice for Children) thanked city staff for assistance with the CDBG and public service agency application process. Ms. Renold reported that the agency’s number of volunteers and children needing assistance continue to grow. She reported an increase in children with mental health issues and infants testing positive for substances and that children in the Child Protective Service receive assistance from Voices for Children.

Jeannie McGuire (Project Unity) commended the City for making 15% of the CDBG funding available to local public service agencies. Ms. McGuire that the CDBG funding provided to agencies leverages other resources, thereby increasing the benefits to clients and she commended the city staff for assisting local agencies.

Francisca Martinez (Bryan Citizen) indicated she had benefited from the city’s housing repair program and wanted to thank the City of Bryan for the program assistance.

June 28, 2018 Public Hearings

– To be entered after the June 28th public hearings.

Public Comments Received During the 30-Day Public Comment Period

- To be entered after the 30-day comment period (June 28 through July 27, 2018).

All comments received were accepted and used in development of the 2018 AAP, particularly regarding program priorities and funding allocations. Only comments outside the scope of City or CDBG and HOME grant policies were not used in formulating priorities.

Glossary of Terms and Acronyms

Affordable Housing: Affordable housing is generally defined as housing where the occupant is paying no more than 30% gross income for housing costs.

BVCH: Brazos Valley Coalition for the Homeless.

CDAC: Community Development Advisory Committee.

Cost Burden: The extent to which gross housing costs, including utility costs, exceed 30% of gross income, based on available data from the U. S. Census Bureau.

Community Development Block Grant (CDBG): An annual grant of federal dollars to the City of Bryan from the U.S. Department of Housing and Urban Development. The funds are spent on activities benefiting low and moderate income persons.

Continuum of Care: A comprehensive system for moving individuals and families from homeless to permanent housing by providing services (e.g. job training, counseling, budget counseling, education, etc.)

Elderly: A person who is at least 62 years of age.

Emergency Shelter: Any facility with overnight sleeping accommodations, the primary purpose of which is to provide temporary shelter for the homeless in general or for specific populations of the homeless.

Emergency Solutions Grant (ESG): HUD provides funds to improve the quality of emergency shelter, to help make available emergency shelter, and to help meet operating costs and costs of essential social services to homeless individuals.

Extremely Low-Income Family: A Family whose income is between 0% and 30% of the median income for the area, as determined by HUD.

Federal Emergency Management Agency (FEMA): *Administers funds to local emergency service organization for responses to emergency situations.*

Frail Elderly: An elderly person (62+) who is unable to perform at least three activities of daily living, such as eating, dressing, bathing, grooming, or household management.

HOME Investment Partnership Program (HOME): An annual grant from the U. S. Department of Housing and Urban Development that provides funds for affordable housing projects/programs.

Homeless Person: Unaccompanied person 17 years of age or older who is living in situations described by terms “sheltered” or “unsheltered”.

Housing Condition: City developed visual assessment of single-family residential structures as defined in its Consolidated Plan. Ratings are: *Excellent* – Approximately 5-years old, or less, and well maintained; *Conservable* - Currently maintained and in generally good repair. Any required work is minor; *Substandard* - Requires significant repairs beyond normal maintenance; *Dilapidated* - Does not provide safe or adequate shelter and endangers the health, safety and well-being of the occupants.

Housing Problems: Households with housing problems including physical defects, overcrowding, and cost burden. Overcrowding is a housing unit containing more than one person per bedroom.

HUD: U. S. Department of Housing and Urban Development.

JRFRFC: Joint Relief Funding Review Committee.

Jurisdiction: A state or unit of general local government.

Lead-Based Paint Hazard: Any condition that causes exposure to lead from lead-contaminated dust, soil, and paint that is deteriorated or present in accessible surfaces, friction surfaces, or impact surfaces that would result in adverse human health effects.

LIHTC: Low Income Housing Tax Credit

Low Income: Households whose income is below 80% of the area median income. This is referred to as moderate income in the CDBG program.

Middle Income: Households whose income is between 80% and 95% of the median income for the area.

Other Low Income: Households whose income is between 51% and 80% of the area median income. This income level is referred to as moderate-income level in the CDBG program.

Section 8 Program: The program provides rental assistance. Those who receive the assistance pay no more than 30% of their gross income for rent.

Self Sufficiency: A program designed to provide support services to enable participating families to achieve economic independence and self-sufficiency.

Standard Condition: Improvements / structures which are determined to be in compliance with the City of Bryan Building Codes.

Substandard Condition: Improvements / structures which are determined to be in non-compliance with the City of Bryan Building Codes.

Substandard - Suitable for Rehabilitation (Rehabable): An improvement/structure which is structurally sound, and for which the cost to address the identified City of Bryan Building Code deficiencies will not cause the total property indebtedness to exceed 90 percent of the after-rehabilitation property value.

Substandard - Not Suitable for Rehabilitation (Non-Rehabable):
(For the purposes of Section 104(d) of the Housing and Community Development Act)

1) Structurally Infeasible for Rehabilitation: An improvement/structure in which the majority of the primary structural components have deteriorated to the extent that the physical integrity is seriously compromised. The structure can only be brought into code compliance through new construction activities.

2) Economically Infeasible for Rehabilitation: An improvement/structure for which the cost required to address the identified City of Bryan Building Code deficiencies will cause the total property indebtedness to exceed the after-rehabilitation property value.

Substandard Condition and Not Suitable for Rehab: By local definition, dwelling units that are in such poor condition as to be neither structurally nor financially feasible for rehabilitation.

Substandard Condition but Suitable for Rehab: By local definition, dwelling units that do not meet standard conditions but are both financially and structurally feasible for rehabilitation. This does not include units that require only cosmetic work, correction of minor livability problems, or maintenance work.

CITIZEN PARTICIPATION PLAN

The City of Bryan Community Development Citizen Participation Plan is designed to afford all citizens of Bryan, including low and moderate income citizens the opportunity to comment on the Consolidated Plan, community development procedures and specific projects. Citizens and organizations can provide comments on activities to the Community Development Office, 405 W. 28th Street, Bryan, TX. 77803. The phone number for the office is 979-209-5175. A messaging service is available for calls after normal business hours.

SECTION I. ENCOURAGING PARTICIPATION

The City of Bryan will amend the citizen participation plan to comply with provisions of this section.

The City of Bryan Citizen Plan will provide for and encourage citizens to participate in the development of the consolidated plan, any substantial amendments to the consolidated plan, and the performance report.

The City of Bryan Citizen Participation Plan will encourage participation by low to moderate income persons, particularly those living in slum and blighted area and in areas where CDBG funds are proposed to be used, and by residents of predominantly low and moderate income neighborhoods, as defined by the community development target areas. The City of Bryan will also take whatever actions are appropriate to encourage the participation of all its citizens, including minorities and non-English speaking persons, as well as persons with disabilities.

The City of Bryan shall encourage, in conjunction with consultation with public housing authorities, the participation of residents of public and assisted housing developments, in the process of developing and implementing the consolidated plan, along with other low-income residents of targeted revitalization areas in which the developments are located. The City of Bryan shall make an effort to provide information available at the annual public hearing required under the Comprehensive Grant program.

The City of Bryan will provide citizens with a reasonable opportunity to comment on the original citizen participation plan and on substantial amendments to the citizen participation plan, and will make the citizen participation plan public; The City of Bryan Citizen Participation Plan will be in a format accessible to persons with disabilities, upon request.

SECTION II. MINIMUM REQUIREMENTS

The City of Bryan Citizen Participation Plan will require that, before the City of Bryan adopts a consolidated plan, it will make available to citizens, public agencies, and other interested parties information that includes the amount of assistance the City of Bryan expects to receive and the range of activities that may be undertaken, including the estimated amount that will benefit persons of low-and moderated-income. The City of Bryan Citizens Participation Plan will also set forth the City of Bryan's plans to minimize displacement of persons and to assist any persons displaced. The City of Bryan Citizen Participation Plan will state when and how the jurisdiction will make this information available.

The City of Bryan Citizen Participation Plan will require the City of Bryan to publish the proposed consolidated plan in a manner that affords citizens, public agencies, and other interested parties a Page

reasonable opportunity to examine its contents and to submit comments. The City of Bryan Citizen Participation Plan will set forth how the City of Bryan will publish the proposed consolidated plan and give reasonable opportunity to examine the contents of the proposed consolidated plan.

The City of Bryan will provide a reasonable number of free copies of the plan to citizens and groups that request it.

The City of Bryan Citizen Participation Plan will provide for at least one public hearing during the development of the consolidated plan.

The City of Bryan Citizens Participation Plan shall require the City of Bryan to consider any comments or views of citizens received in writing, or orally at the public hearings, in preparing the final consolidated plan. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final consolidated plan.

SECTION III. AMENDMENTS

The City of Bryan Citizen Participation Plan will specify the criteria the City of Bryan will use for determining what changes in the City's planned or actual activities constitute a substantial amendment to the consolidated plan. It will include criteria for changes in the use of HOME and CDBG funds from one eligible activity to another.

The City of Bryan Citizen Participation Plan will provide citizens with reasonable notice and an opportunity to comment on substantial amendments. The City of Bryan Citizen Participation Plan will state how reasonable notice and an opportunity to comment will be given. The City of Bryan Citizen Participation Plan will provide a period, not less than 30 days, to receive comments on the substantial amendment before the amendment is implemented.

The City of Bryan Citizen Participation Plan will require the City of Bryan to consider any comments or views of citizens received in writing, or orally at public hearings, if any, in preparing the substantial amendment of the consolidated plan. A summary of these comments or views and a summary of any comments of views not accepted and the reasons therefore shall be attached to the substantial amendment to the consolidated plan.

SECTION IV. PERFORMANCE REPORTS

The City of Bryan Citizen Participation Plan will provide citizens with reasonable notice and an opportunity to comment on performance reports. The City of Bryan Citizen Participation Plan will state how reasonable notice and an opportunity to comment will be given. The City of Bryan Citizen Participation Plan will provide a period, not less than 15 days, to receive comments on the performance report that is to be submitted to HUD before its submission.

The City of Bryan Citizen Participation Plan will require the City of Bryan to consider any comments or views of citizens received in writing, or orally at public hearing in preparing the performance report. A summary of these comments or views will be attached to the performance report.

SECTION V. PUBLIC HEARINGS

The City of Bryan Citizens Participation Plan will provide for at least two public hearings per year to obtain citizen's views and to respond to proposals and questions, to be conducted at a minimum of two different stages of the program year. The hearings will address housing and community development needs, development of proposed activities, and review of program performance.

At least one of these hearings will be held before the proposed consolidated plan is published for comment to obtain views of citizens on housing and community development needs, including priority on housing community development needs.

The City of Bryan Citizen Participation Plan will state how and when adequate advance notice will be given to citizens of each hearing with sufficient information published about the subject of the hearing to permit informed comment.

The City of Bryan Citizen Participation Plan will provide that hearings be held at times and locations convenient to potential and actual beneficiaries and with accommodation for persons with disabilities. The City of Bryan Citizen Participation Plan will specify how it will meet these requirements.

The City of Bryan Citizen Participation Plan will identify how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English residents can be reasonably expected to participate.

SECTION VI. MEETINGS

The City of Bryan Citizen Participation Plan will provide citizens with reasonable and timely access to local meetings.

SECTION VII. AVAILABILTY TO THE PUBLIC

The City of Bryan Citizen Participation Plan will provide that the consolidated plan as adopted, substantial amendments and the performance report will be available to the public, including the availability of materials in a form accessible to persons with disabilities, upon request. The City of Bryan Citizen Participation Plan will state how these documents will be available to the public.

SECTION VIII. ACCESS TO RECORDS

The City of Bryan Citizen Participation Plan will require the City of Bryan to provide citizens, public agencies, and other interested parties with reasonable and timely access to information and a record relating to the City of Bryan's consolidated plan and the City's use of assistance under the programs covered by this part during the preceding five years.

SECTION IX. TECHNICAL ASSISTANCE

The City of Bryan Citizen Participation Plan will provide for technical assistance to groups representative of persons of low-and moderate-income that request such assistance in developing proposals for funding assistance. Under any of the programs covered by the consolidated plan, with the level and type of assistance determined by the City of Bryan.

SECTION X. COMPLAINTS

The City of Bryan Citizen Participation Plan will describe the City of Bryan's appropriate and practicable procedures to handle complaints from citizens related to the consolidated plan, amendments, and performance report.

SECTION XI. USE OF PLAN

The City of Bryan will follow its citizen participation plan.

SECTION X11. JURISDICTION RESPONSE

The requirements for citizen participation will not restrict the responsibility for the development and execution of its consolidated plan.

BRYAN LOCAL DEFINITION OF SUBSTANTIAL CHANGE TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FINAL STATEMENT

Amendments to Final Statements require notice to the public and opportunity for the public to comment.

Amendments are required whenever an activity is deleted or when one is added as required by HUD regulatory requirements,

Amendments are also required when there will be a substantial change in the purpose, scope, location or beneficiaries of an activity.

For the City of Bryan CDBG and HOME programs, a substantial change is defined as one in which:

1. More than 10% if the CDBG or HOME annual allocation is directed to a different activity than originally allocated to in the annual Consolidated Action Plan.
2. A change in use of funds from operational to rehabilitation/construction/or vice versa.
3. A change in national objective being addressed.

Prior to amending its annual Consolidated Action Plan, the City shall provide citizens with reasonable notice of, and opportunity to comment on, such proposed changes in its use of funds. The City will consider any such comments and, if it deems appropriate, modify the changes. The City will make available to the public, and will submit to HUD, a description of any changes adopted. A letter transmitting such description to HUD will be signed by the City Manager.



CITY OF BRYAN
The Good Life, Texas Style.™

Affirmative Marketing Policy and Implementing Procedures

Statement of Policy

In accordance with the regulations of 24 CFR 92.351 (a) of the Home Program and in furtherance of the City of Bryan's commitment to non-discrimination and equal opportunity in housing, the City of Bryan has established procedures to affirmatively market units constructed or rehabilitated through the City's affordable housing programs. These procedures are intended to further the objectives of Title VIII of the Civil Rights Act of 1968 and Executive Order 11063.

The City of Bryan believes that individuals of similar economic levels in the same housing market area should have available to them a like range of housing choices regardless of their race, color, religion, sex, and national origin.

The City of Bryan is committed to the goals of affirmative marketing which will be implemented in our affordable housing programs through a specific set of steps that the City and participating owners will follow. These goals will be reached through the following procedures:

1. **Informing the public, potential tenants, and owners about Federal Fair Housing Laws and Affirmative Marketing Policies:**

The City will inform the public, potential tenants, and poverty owners about this policy and fair housing laws.

The City will:

- Inform the general public by placing a special news release in The Eagle.
- Inform potential tenants or purchasers by providing informational materials about the program to the B/CS Association of Realtors for membership distribution.
- Inform owners, builders and developers by providing information materials to the Home Builders Association for membership distribution to those who may participate in the City programs. The City will provide a copy of the Affirmative Marketing Policy to all builders/developers participating in City housing programs.

2. **Inform persons of all racial, ethnic and gender groups of unit availability**

All housing developed through the City of Bryan's Affordable Housing Programs will be marketed using the following guidelines.

The City of Bryan will require participating property owners to contact city staff when they know a property is to become available. We will advise owners to give us this information as close as 30 days prior to the upcoming vacancy as possible.

The City will make information about available properties known by:

- Advertising to the general public in The Eagle which is the newspaper of general circulation.

- We will advertise after special outreach efforts to inform persons otherwise not likely to apply proves unsuccessful.
- Providing public notice at the Community Development Advisory Committee (CDAC) meeting.

3. **Attract and solicit applications for assistance from persons not likely to apply without special outreach**

In order to inform as well as solicit applications from persons in the housing market area who are not likely to apply for units without special outreach, the City has established procedures to reach this objective.

The City has identified African American and Hispanic households as two groups in the housing market area who would probably not apply for the units without special outreach. Having identified these two groups, The Community Development Services Department will undertake special outreach methods as follows:

- For the predominantly African American, the City of Bryan will contact the churches serving the African American community in the neighborhood of the development, and request that these organizations inform members of their organizations about the availability of newly-developed housing units and housing assistance programs.
- For the predominantly Hispanic group, the City of Bryan will contact churches serving the Hispanic community in the neighborhood of the development and the local LULAC group in order to request that these organizations inform members of their organizations about the availability of newly developed housing units and housing assistance programs.

4 **Record Keeping**

The City will keep records of the following:

- The racial, ethnic and gender characteristics of home buyers, homeowners and applicants for a minimum of 5-years following project completion.
- Copies of advertisements and dates of each contact in conducting special outreach.

We will also require that organizations receiving federal housing funds through the Community Development Services Department to keep a record of how available properties were marketed.

5. **Assessment and Corrective Actions**

Effectiveness of our affirmative marketing efforts will be addressed as follows:

a) To determine if good faith efforts have been made:

- Compare the information contained on the records to be kept, as determined by Procedure 4, with actions that were taken to carry out Procedures 2 to 3. If the required steps were taken, we will determine that good faith efforts have been made.

b) To determine results:

- Examine whether or not persons from the African American and Hispanic groups in our area applied for or became tenants or owners of units that were affirmatively marketed. If we find that they are represented, we will assume our procedures were effective.

If one or more such groups are not represented, we will review the procedures to determine what changes, if any, might be made to make the affirmative marketing efforts more effective. The City of Bryan will take corrective actions if owners fail to carry out procedures required under this plan. If, after repeated notification, the owners continue to fail to meet the affirmative marketing requirements, the City may disqualify an owner from future participation in any of the City of Bryan's housing programs.

The City of Bryan will carry out assessment activities and complete a written assessment of affirmative marketing efforts to be included in the annual performance report to HUD. This assessment will cover marketing relative to units constructed or rehabilitated and first made available for occupancy during that year.

Affirmative Marketing Techniques

Owners, builders and developers offering properties assisted by the City of Bryan Community Development Services Department are required to comply with the City's affirmative marketing requirement on all units sold under the program. The Department of Housing and Urban Development has set fourth guidelines and to assist in meeting affirmative marketing goals.

The following is a list of activities which must be carried out by assisted property owners, builders, developers, or agencies in order to insure compliance with federal regulations:

1. Correspond with various community organizations, employment agencies, churches, etc. in order to accomplish special outreach to those not likely to apply for housing in the available properties.
2. Utilize the fair housing logo on all printed advertisements and prominently in the business office.
3. Provide a fair housing brochure to prospective tenants in order to inform them of fair housing laws and the City's Affirmative Marketing Policy.

The following is a list of local agencies which will be notified in the event assisted units become available under the City's Housing Assistance Programs:

Affirmative Marketing Mailing List

Brazos Valley Affordable Housing Corporation
3971 E. 29th Street
Bryan, Texas 77802

Brazos Valley Council of Governments
3991 E. 29th Street
Bryan Texas 77802

Housing Authority of Bryan
517 Bryant
Bryan, Texas 77803

Twin City Mission, Inc.
PO Box 3490
Bryan, TX 77805

Brazos County Legal Aid
202 E. 27th Street
Bryan, Texas 77803

Brazos Valley Community Action Programs
1500 University Dr. East
College Station, Texas 77802
Habitat for Humanity
119 Lake
Bryan, Texas 77801

National Association for the Advancement of Colored People (NAACP)
Brazos County Branch
PO Box 665
Bryan, TX 77806

Local Union of Latin American Citizens (LULAC)
LULAC Council 4893 of College Station, TX
2404 Pintail Loop
College Station, TX 77845
lulackelly@neo.tamu.edu

SECTION 3 COMPLIANCE PLAN for City of Bryan Programs and Projects

- I. **PURPOSE.** The purpose of this Plan is to provide employment and business opportunity for businesses and lower income persons who are residents of the Bryan – College Station MSA referred to as the Section 3 Area under the Community Development Block Grant Program, by setting forth procedures to be implemented by contractors and subcontractors to assure compliance with Section 3 of the Housing and Urban Development Act, as defined in 24 CFR part 135 (for project receiving federal assistance of \$200,000 or more or subcontractors of covered projects receiving \$100,000 or more).
- II. **DEFINITIONS.** “Lower-income resident” is any person who resides within the Bryan – College Station MSA or applicable Section 3 area and whose personal income does not exceed 80% of the median income, adjusted for family size, for the Metropolitan Statistical Area (MSA).

“Business concerns located within the Section 3 covered area” means those individuals or firms located within the established boundaries of the Bryan – College Station MSA area and which qualify as small under the small business size standards of the Small Business Administration; or firms which are 51% or more owned by persons residing within those established boundaries and who qualify under the Small Business Administration regulations as socially or economically disadvantaged, or as small under the small business size standards of the Small Business Administration.

“Section 3 Area” is that area which includes the areas inside the Bryan – College Station MSA. These boundaries are the most feasible areas to carry out the goals and objectives of Section 3 regulations.

GENERAL PROJECT INFORMATION

III. POLICY STATEMENT.

- A. The work to be performed under a Section-3 applicable contract is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development (HUD) and is subject to the requirements of Section 3 of the Housing and Urban Development Act (project contracts of \$200,000 or more). Section 3 requires that, to the greatest extent feasible, opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in the area or owned in substantial part by persons residing in the area of the project.
- B. Successful bidders will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development as set forth in 24 CFR part 135, and all applicable rules and orders of HUD issued thereunder prior to the execution of the contract. The parties to the contract certify and agree that they are under no contractual and other disability which would prevent them from complying with these requirements.
- C. The City, where applicable, will require the contractor to send to each labor organization or representative of workers with which they have a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers’ representative of a commitment under the Section 3 clause and shall have posted copies of the notice in conspicuous places available to employees and applicants for employment or training.
- D. The City will require the contractor to include the Section 3 clause in every subcontract for work in connection with the project. The contractor will be required to take appropriate action upon a finding that the subcontractor is in violation of regulations at 24 CFR Part 135 as issued by the Secretary of Housing and Urban Development. The contractor will not subcontract with any subcontractor where it has notice or knowledge that the latter has been found in violation of the regulations and will not execute any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

- E. Compliance with the provision of Section 3 as codified in 24 CFR Part 135, all applicable rules and order of the Department issued thereunder prior to the execution of the contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors, and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors, and assigns to those sanctions specified in the grant or loan agreement or contract through which federal assistance is provided, and/or to such sanctions as are specified by the Department in 24 CFR Part 135.

IV. UTILIZATION OF SECTION 3 AREA RESIDENTS AND BUSINESSES.

- A. All contractors subject to Section 3 regulation will provide a “Preliminary Statement of Work Force Needs” form, prior to the signing of a contract. This form shows the needed number and types of job classifications, current vacant positions and expected positions for new hires in the projected work force.

1. Each applicant, recipient, contractor, or subcontractor undertaking work in connection with a Section 3 covered project can fulfill the obligation to utilize lower income project area residents as trainees to the greatest extent in the various training categories and filling any vacant training positions with lower income project area residents except for those training position which remain unfilled after a good faith effort has been made to fill them with eligible income project area residents.
2. Each applicant, recipient, contractor or subcontractor undertaking work in connection with a Section 3 covered project can fulfill the obligation to utilize lower income project area residents as employees to the greatest extent feasible by identifying the number and types of positions not currently occupied by regular, permanent employees and establishing a goal of positions to be filled by lower income residents of the Section 3 covered project area and thereafter making a good faith effort to fill the identified positions.
3. In recruiting and filling vacancies, the City of Bryan, Texas will require contractors and subcontractors to attempt to recruit from the appropriate areas the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Employment or Workforce Commissions, Rehabilitation Commissions, Manpower Services, Community Action Agencies, Commission for the Blind, Veteran’s Outreach Programs, etc. When lower income resident workers apply, either on their own initiative or on referral from any source, the contractor or subcontractor shall determine if the qualifications are satisfactory and if there are openings.

- V. CONTRACTOR OR SUBCONTRACTOR AFFIRMATIVE ACTION PLAN. All competitive bidders and negotiated contractors, subject to 24 CFR Part 135 regulations (contracts over \$200,000) will submit to the City of Bryan utilization goals. Evaluation of each bid and negotiated contract will include the determination of responsiveness by evaluation of the proposed goals and provisions to achieve these objectives of Section 3 regulations.

- A. Contractors will explain how they intend to cooperate in employing lower income residents and/or small businesses and what actions you will use to persuade contractors to do the same.
 - B. Contractors will describe all subcontracts that have been let.
 - C. Contractors will describe subcontracts which have not yet been let.
 - D. Contractors will list Employment Agencies, Workforce Commissions, News Media, and Minority Organizations, Plans Rooms or other organizations to be used in recruiting employees. A completed "Preliminary Statement of Work Force Needs" should be mailed to each organization contacted by the contractor.
 - E. Contractors will identify below the names and addresses of business organizations, such as the Chamber of Commerce, Home-Builder Associations, etc. to be contacted to attract small businesses.
 - F. Contractors will indicate the percentage of low-income residents you hope to hire in relation to total employees hired, and the time frame involved.
- VI. GRIEVANCE PROCEDURE. Lower income residents and owners of small businesses will be informed that in the event of a grievance or complaint against the municipality or the general contractor, they may file by mail a grievance with:
- A. Assistant Secretary for Equal Opportunity & Fair Housing
Department of Housing and Urban Development
451 Seventh St., S.W. - Room 5100
Washington, D.C. 20410-2000
 - B. Fair Housing and Equal Opportunity Division
Department of Housing and Urban Development
801 Cherry Street
P.O. Box 2905
Fort Worth, TX 76113-2905
- VII. STATEMENTS. Subcontractors will be informed of their requirement to submit copies of their Section 3 (Affirmative Action Plan) to the municipality to determine whether established goals will accomplish the objective of Section 3 regulations.
- VIII. CERTIFICATIONS. Contractors will certify if they will not subcontract any part of contract.
- IX. LOW INCOME LIMITS. Contractors will be provided with the current low income limits as published by HUD.
- X. HUB INTERNET WEBSITE. Contractors will be provided with the internet site for searching for Historically Under-utilized Businesses (HUBs), to include MBE and WBE businesses:
<http://www.window.state.tx.us/procurement//cmb/hubonly.html>

- XI. EQUAL OPPORTUNITY CERTIFICATION. Certification of Non-segregated Facilities must be submitted prior to the award of a federally assisted construction contract exceeding \$100,000 which is not exempt from the provisions of the equal opportunity clause. Contractors and subcontractors receiving federally assisted construction contract awards exceeding \$100,000 which are not exempt from the provisions of the equal opportunity clause will be required to provide for the forwarding of the following notice to prospective subcontractors for supplies and construction contracts where the subcontracts exceed \$100,000 and are not exempt from the provisions of the equal opportunity clause:

CERTIFICATION OF NON-SEGREGATED FACILITIES

The federally assisted construction contractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The federally assisted construction contractor certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The federally assisted construction contractor agrees that a breach of this certification is a violation of the equal opportunity clause in this contract.

As used in this certification, the term “segregated facilities” means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time-clocks, locker rooms and other storage or dressing areas, transportation, and housing facilities provided for employees on the basis of race, color, religion, sex or national origin, because of habit, local custom, or any other reason. The federally assisted construction contractor agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$100,000 which are not exempt from the provisions of the equal opportunity clause, and that he will retain such certifications in his files.

- XII. STATUTORY ASSURANCES AND COMPLIANCIES: Contractors will be required to certify compliance with the following statutes:
- A. EQUAL EMPLOYMENT OPPORTUNITY. The Contractor will certify as to compliance with Section 109 of the Housing and Community Development Act of 1974 and in conformance with the requirements imposed by or pursuant to the Regulations of the Department of Housing and Urban Development (24 CFR Part 570.601) issued pursuant to that Section; and in accordance with that Section, no person in the United States shall on the ground of race, color, national origin or sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with the Community Development funds.
 - B. COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED. The Contractor will certify that: Contractor will comply with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and all requirements imposed by or pursuant to regulations of the Department of Justice appearing at 28 CFR et Seq and especially Subparts C and D thereof issued

pursuant to that title, to the end that no person shall on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Contractor receives compensation through the City, and the United States shall have the right to seek judicial enforcement of this assurance. The Contractor agrees to post in a conspicuous place available to employees and applicants for employment, government notices setting forth the provisions of this nondiscrimination clause.

The Contractor will, in all solicitations of advertisement for employees placed by or in behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, creed, or national origin.

- C. COMPLIANCE WITH EXECUTIVE ORDER 11246, AS AMENDED. The contractor will certify that: During the performance of the contract the contractor will:
- (a) Conform to Executive Order No. 11246 of September 24, 1965 (E.O. 11246) which requires that Contractor not discriminate against any employee or applicant for employment because of race, religion, sex, color, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or other forms of compensation; and selection for training, including apprenticeship.
 - (b) The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
 - (c) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, sex, color, or national origin.
 - (d) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the labor union or workers' representative of the Contractor's commitments under Section 202 of E.O. 11246, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - (e) The Contractor will comply with all provisions of E.O. 11246, and the rules, regulations, and relevant orders of the Secretary of Labor.
 - (f) The Contractor will furnish all information and reports required by E.O. 11246, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant

thereto, and will permit access to his books, records, and accounts by the Department of Housing and Urban Development and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(g) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts or Federally-assisted construction contracts, in accordance with procedures authorized in E.O. 11246, and such other sanctions may be imposed and remedies invoked as provided in E.O. 11246, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(h) The Contractor will include the provisions of paragraphs (a) through (f) of this section in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of

E.O. 11246, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the Department of Housing and Urban Development may direct as a means of enforcing such provisions, that in the event the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Department of Housing and Urban Development the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

XIII. EMPLOYMENT OF CERTAIN PERSONS PROHIBITED. Contractors will certify that no person under the age of sixteen years and no person who, at the time, is serving sentence in a penal or correctional institution shall be employed on the work covered by this Contract.

XIV. REGULATIONS PURSUANT TO THE COPELAND "ANTI-KICKBACK ACT". The Contractor shall certify compliance with the most current regulations of the United States Department of Labor, made pursuant to the Copeland "Anti-Kickback Act" (48 Stat. 948:62 Stat. 862; Title U.S.C., Section 874: and Title 40 U.S.C., Section 276C – to be incorporated by reference), and any amendments thereof and shall cause these provisions to be inserted into any subcontractors contract.

XV. CERTIFICATION OF COMPLIANCE WITH AIR AND WATER ACTS (Applicable to Federally assisted construction contracts and related subcontracts exceeding \$100,000). Contractor will certify compliance with Air and Water Acts such that during the performance of the contract, the contractor and all subcontractors shall comply with the requirements of this Clean Air Act, as amended, 42 USC 1857 at seq., the Federal Water Pollution Control Act, as amended, 33 USC 1251 at seq. and the regulations of the Environmental Protection Agency with respect thereto, at 40 CFR Part 15, as amended. In addition to the foregoing requirements, all nonexempt contractors and subcontractors shall furnish to the owner, the following:

- (a) A stipulation by the Contractor or subcontractors, that any facility to be utilized in the performance of any nonexempt contract or subcontract, is not listed on the List of Violating Facilities issued by the Environmental Protection Agency (EPA) pursuant to 40 CFR 15.20.
 - (b) Agreement by the Contractor to comply with all the requirements of Section 114 of the Clean Air Act, as amended, (42 USC 1857c-8) and Section 308 of the Federal Water Pollution Control Act, as amended, (33 USC 1318) relating to inspection, monitoring, entry, reports and information, as well as all other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued there under.
 - (c) A stipulation that as a condition for the award of the contract, prompt notice will be given of any notification received from the Director, Office of Federal Activities, EPA, indicating that a facility utilized, or to be utilized for the contract, is under consideration to be listed on the EPA List of Violating Facilities.
 - (d) Agreement by the Contractor that he will include, or cause to be included, the criteria and requirements in paragraph (1) through (4) of this section in every nonexempt subcontract and requiring that the Contractor will take such action as the Government may direct as a means of enforcing such provisions.
- XVI. COMPLIANCE WITH FEDERAL LABOR STANDARDS PROVISIONS. The Contractor shall certify agreement to comply with all requirements related to the Davis-Bacon Act and other federally related Labor Standard requirements as noted in the bid and contract documents. Upon request by the City, the Contractor shall agree to provide evidence of compliance consistent with this paragraph.
- XVII. COMPLIANCES WITH LOCAL, STATE, AND FEDERAL REGULATIONS. The Contractor shall certify agreement to comply with all local, state and federal laws, ordinances and regulations applicable to the services to be provided under this contract. Upon request by the City, the Contractor agrees to provide evidence of compliance consistent with this paragraph.
- XVIII. QUESTIONS CONCERNING CERTAIN FEDERAL STATUTES AND REGULATIONS. All questions arising under the Contract which relate to the application or interpretation of (a) the aforesaid Copeland Anti-Kickback Act, (b) the Contract Work Hours and Safety Standards Act, (c) the aforesaid Davis-Bacon Act, (d) the regulations issued by the Secretary of Labor, United States Department of Labor, pursuant to said Acts, or (e) the labor standards provisions of any other pertinent Federal statute, shall be referred, through the Local Public Agency or Public Body and the Secretary of Housing and Urban Development, to the Secretary of Labor, United States Department of Labor, for said Secretary's appropriate ruling of interpretation which shall be authoritative and may be relied upon for the purposes of this Contract.



2018 Fair Housing Narrative Statement

Overview

Through its 2018-19 Annual Action Plan (AAP), the City continues a commitment of preserving and maintaining the existing housing stock of affordable housing. A total of \$750,500.10 in grant funds (\$525,330.00 of CDBG and \$225,170.10 of HOME, including CHDO) is allocated for down payment assistance, major and minor repair assistance, housing development, and other affordable housing and related activities, including program delivery costs when applicable, with low to moderate income families targeted (see specific allocations) from a total grant allocation of \$823,293 (CDBG) and \$343,707 (HOME). It is expected these funds will leverage approximately \$1,200,000.00 in other funds. HOME funds are specifically allocated to affordable housing activities for lower-income households. This is the city's nineteenth year to be designated a Participating Jurisdiction. 2018 CDBG and HOME funds will be used to address these needs and those identified in the 2015-19 (CP) Consolidated Plan through some or all of the following activities:

- Home Owner Housing Assistance - rehabilitation of substandard, low-income owner-occupied homes including minor assistance.
- Down Payment Assistance - closing cost, down payment and technical assistance to homebuyers.
- Public Facility Improvements - in low to moderate-income areas, including infrastructure improvements or repairs to streets, sidewalks, fire safety, and/or park equipment.
- Infrastructure and Technical Assistance - to the development of mixed income subdivisions located in a low to moderate-income neighborhoods.
- Community Housing Development Organization (CHDO) - funds for qualified organizations to undertake affordable housing activities.
- Technical Assistance - to assist private investors for rental rehabilitation or new construction.
- Volunteer Demolition – to facilitate the removal of dangerous and/or dilapidated structures and to assist in the promotion of new affordable housing and/or economic redevelopment.
- Acquisition – to facilitate the development of additional affordable housing and/or economic redevelopment.

The City will also continue to develop relationships with non-profit housing and service providers to improve the quality and quantity of affordable housing stock locally and to retain, where feasible, housing affordable to low-income families including the following local non-profit housing partners:

- BCS Habitat for Humanity – BCS Habitat for Humanity began building homes in 1989 on scattered sites throughout Bryan and College Station. Scattered-site homes are planned as suitable property becomes available. BCS Habitat serves families in Bryan and College Station,

- Texas, who earn up to 60% of the median income and are in need of quality affordable housing.
- Twin City Mission, Emanuel Baptist Church, and Family Promise – permanent, transitional, and temporary housing stock for the homeless.
 - Brazos Valley Council of Governments – Housing Choice Voucher Program for rental housing is authorized for approximately 1,900 vouchers. Available program funding will allow an estimated 1,500 to 1,700 households to receive voucher assistance in the upcoming program year.
 - Brazos Valley Community Action Agency – housing development, weatherization, and energy assistance programs.
 - Elder-Aid – housing repairs and elderly rental housing development as a City of Bryan CHDO.
 - EMBRACE and No Limits – Both City of Bryan CHDOs developing homeownership housing.
 - Bryan Housing Authority - managing 300 units of low-income rental housing.

Efforts will continue to identify additional providers such as CHDOs, housing tax credit developers, other non-profit / for-profit developers developing affordable housing, and to develop common resources.

Nexus to Affirmatively Further Fair and Affordable Housing

The City’s Community Development Services Department (CDS) tracks staff time spent on FHEO activities so that an equivalent administrative or program delivery costs attributed to FHEO efforts can be quantified. Similar calculations are made regarding local public service and housing agency staff costs on FHEO related activities. The following table lists outreach efforts where FHEO related information was made available during the most recent twelve months to affirmatively further fair and affordable housing and equal opportunity.

DATE	OUTREACH EFFORT / EVENT	AVAILABLE TO:	MEDIA or VENUE
9/19/2017	Interfaith Clergy Affordable and Fair Housing Presentation	Local Clergy	Covenant Presbyterian Church
2/22/2018	Public Notice Legal Ad Referencing FHEO Info	Public	Bryan-College Station Eagle Newspaper
2/28/2018	Public Service Announcement through Community Partnership Board (CPB) Referencing FHEO Info	CPB Agencies	CPB Meeting and email communications
March 2018	Online Survey Providing Info on CD Programs and Fair Housing	Public	https://www.surveymonkey.com/r/BryanCD2018
February to March 2018	Television and City Website Public Service Announcements – English Referencing FHEO Info	Public	https://www.bryantx.gov/channel16/
February to March 2018	Television and City Website Public Service Announcements – Spanish Referencing FHEO Info	Public	https://www.bryantx.gov/channel16/
February to March 2018	YouTube Public Service Announcement – English Referencing FHEO Info	Public	https://www.youtube.com/watch?v=tXOKdt6s5do

February to March 2018	YouTube Public Service Announcement – Spanish Referencing FHEO Info	Public	https://www.youtube.com/watch?v=aQld28irD-E
February to March 2018	Public Service Announcement through Texas-211 Referencing FHEO Info	Texas-211 Subscribers	Texas-211 Network and email subscribers
2/28/2018	Public Service Announcement through Community Partnership Board (CPB) Referencing FHEO Info	CPB Agencies	CPB Network and email subscribers
3/8/2018	CDAC Public Hearing on Fair Housing and Affirmative Marketing	Public	Bryan Municipal Building
4/6/2018	CD Week Celebration and CDBG/HOME Programs and Fair Housing Info	Developers and Contractors	Bryan Municipal Building
6/12/2018	Public Notice Legal Ad Referencing FHEO Info	Public	Bryan-College Station Eagle Newspaper
June 2018	YouTube / Television PSA (English & Spanish) outreach for Public Hearings and FHEO Info	Public	https://www.youtube.com/watch?v=5LTUhnHFxoU https://www.youtube.com/watch?v=FTrxGnrX3Q0
June 2018	PSA Notices to Texas-211 and Community Partnership Board for agency notification	Public	Texas-211 and Community Partnership Board
6/28/2018	CDAC Public Hearing on Fair Housing and Affirmative Marketing	Public	Bryan Municipal Building
7/10/2018	City Council Regular Meeting 2018 AAP including FHEO Info	Public	Bryan Municipal Building

Local FHEO activities that the city’s CDS Office anticipates pursuing in the upcoming program year (PY2018-19) include the following:

- Provide notices and market affordable housing programs, properties, and services in Spanish language newspapers, radio, social media and/or television.
- Make Fair Housing and Affirmative Marketing information available to the public by holding multiple public hearings at public meetings during the program year.
- Hold all public meetings in ADA accessible facilities and ensure that housing projects comply with FHEO and ADA accessibility requirements.
- Make housing program information available to the disabled and non-English speakers by utilizing ADA accessible facilities and making translation and sign language services available.
- Make information on housing programs available to local churches, churches and civic groups that serve lower income persons and/or protected classes.
- Contact local mortgage lenders and making FHEO information available to them as they carry out CRA programs and activities.
-

- Market available affordable units to lower income persons and/or protected classes by providing information to local churches, civic groups and agencies that serve them.
- Host a Contractor’s Breakfast promoting FHEO topics during the NCDA CDBG week.
- Distribute Fair Housing posters to partnering entities, such as: city funded Public Service Agencies; the Council of Governments, etc.
- Provide FHEO information and/or materials to local neighborhood associations.
- Partner with Texas A&M’s Center on Disability and Development, Brazos Valley Council of Governments, City of College Station, Brazos Valley Affordable Housing Corporation, and others, in the promotion of Fair Housing.
- The City will disseminate Fair Housing Brochures and/or literature to local Realtors through the local Realtors Association.
- Prepare and provide Fair Housing Information and materials to be made available at various events and locations.
- Hold presentations with public and private employers, in conjunction with HR orientations.
- Host Fair Housing events with other local public and/or private organizations.
- Development standards will be as accommodating as possible to facilitate development of both market and affordable residential units.
- The City will avoid duplication between local jurisdictions regarding development-related processes and procedures.
- The City’s building fees will be kept as reasonable as possible to ensure that affordable housing is not hindered.
- The City will apply flexibility in zoning and building requirements when appropriate to promote fair and affordable housing.
- Permit fees for City-sponsored affordable housing development are waived for participating non-profit developers, and outstanding city liens are also.
- Local development expenses are kept to a minimum in terms of housing construction and renovation costs.
- Technical assistance and home buyer counseling is being provided by the cities and local agencies to promote programs assisting lower income home buyers.
- When appropriate, support affordable rental units, to include HTC (Housing Tax Credit) projects and privately owned properties to promote the development of affordable rental units.
- Continue partnerships with other inter-local agencies and interested citizens to encourage the development of accessible, special-needs housing, and provides funding and technical assistance to its CHDO’s for development of affordable housing.
- Staff will continue to track time spent on FHEO activities to quantify time and funds expended.

Analysis of Impediments to Fair Housing

The City of Bryan’s Community Development Office has prepared an Analysis of Impediments (AI) and maintains it on file in the Community Development Office for review. The AI was most recently updated in 2015, with the development of the 2015-19 5-Year Consolidated Plan, which includes a summary of the city’s AI. No significant impediments to fair housing choice were found to exist which were created by City of Bryan ordinances, policies, or procedures.

In the five-year review period (2010-2014) leading up to development of the current Consolidated Plan, there were 15 discrimination complaints made, all but one of which related to discrimination in rental. Of the 14 rental cases, 13 were related to discrimination based on rental terms, conditions, acts, refusal, or facilities. The primary basis for discrimination complaints was race (35%), followed by disability (30%). There was one case regarding terms of sale which alleged discrimination based upon national origin. All cases were found to be without cause, withdrawn, conciliated, or administratively closed.

The number of discrimination complaints decreased from the 2005-2009 period, when there were 19 complaints in Bryan. The decrease represented a 21% decrease in discrimination complaints over the prior evaluation period. During the previous and current program years, there have been no fair housing complaints or lawsuits filed under the City's Fair Housing Ordinance, nor any others within the City of Bryan of which the City is aware. Likewise, no fair housing inquiries have been received from citizens during the program year.

Historically, both Black and Hispanic applicants experience higher refinance loan denial percentages as compared to their respective percentages of the population as a whole. Poor credit history rating

remains the primary reason for loan denials for these minority populations. Home Mortgage Disclosure Act (HMDA) data indicates that the incidence of conventional loan denial is higher for Black applicants' than other racial groups and most often due to poor credit history ratings. Likewise, Hispanics have the highest incidences of government insured loan denials due to poor credit.

To address this issue, the City provides down-payment assistance and home buyer counseling and partners with other partners organizations offering similar services (i.e., Habitat for Humanity, BV Affordable Housing Corp., etc.). The City also partners with United Way to provide financial coaching through the Financial Fitness Center, as well as coordinating a local *Bank on Brazos Valley* program. This program is a collaborative effort among local financial institutions and other entities interested in furthering financial security of our most vulnerable populations.

While the City's 2018 AAP does not allocate funds for specific Fair Housing activities, the administrative budgets do facilitate activities promoting Fair Housing, to include: Fair Housing seminars; brochures and literature; public presentations and hearings on Fair Housing, responding to citizens' fair housing inquiries, and; development and maintenance of the city's Fair Housing Plan and Analysis of Impediments.

Furthermore, the City of Bryan has adopted a Fair Housing Ordinance. Complaints regarding violation of this ordinance can be filed in the City Attorney's Office or the Bryan Police Department. A copy of the ordinance can be obtained from the City Attorney's Office or the Public Library. The ordinance is found in the city's Code of Ordinances, Part II, Chapter 58, Article II, Division II, Sections 50-40 to 50-49. The City will review annually the number and type of complaints filed with the City Attorney. The City will also update, as needed, its Analysis of Impediments and continue to make it available for review.

In promotion of Fair Housing and to provide a nexus between the 2018 AAP and the issues and needs identified in the city's current Analysis of Impediments, see the following Fair Housing Action Work Plan.

Fair Housing Action Work Plan

This Fair Housing Work Plan provides a nexus between the City of Bryan Community Development Services Department (CDS) planned fair housing activities in the coming fiscal year (Program Year 2018), and the observations made in the City's 2015 Analysis of Impediments to Fair Housing Choice:

- **Observation 1:** There have been 15 discrimination complaints made during the 2010-2014 review period, all but one of which related to discrimination in rental. Of the 14 rental cases, 13 of these were related to discrimination based upon rental terms, conditions, acts, refusal, or facilities. The primary basis for discrimination complaints was race (35%), followed by disability (30%). There was one case regarding terms of sale which alleged discrimination based upon national origin. All cases were found to be without cause, withdrawn, conciliated, or administratively closed. The number of discrimination complaints decreased from the 2005-2009 period, when there were 19 complaints in Bryan. The decrease represents a 21% decrease in discrimination complaints over the prior evaluation period.

Recommendation: Continue fair housing educational and outreach activities through public service announcements to ensure a greater distribution of bilingual materials on the Internet (City website, YouTube), in the public library and through public service radio and television ads and outreach,

especially on Spanish-language radio stations, that inform citizens on their rights and how to file complaints about housing discrimination. Provide educational information to City boards, such as the City's Community Development Advisory Committee, on fair housing education and outreach, provide information in community forums such as quarterly Partnership board meetings (whose 80 non-profits members serve primarily low/moderate income clients), health fairs and coalition groups such as the local Brazos Valley Coalition for the Homeless.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative and City of Bryan Public Communication General Funds.

- **Observation 2:** Most dilapidated housing is located in low to moderate income areas based upon housing condition data collected during development of the 2015-19 CP.

Recommendation 1: Continue rehabilitation and reconstruction programs and particularly target clusters of dilapidated housing in low-moderate income minority areas, as well as work to identify target areas where the City's Capital Improvements Project funding can be effectively leveraged with federal grant funds.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative and project funds.

Recommendation 2: Continue to market the housing rehabilitation and reconstruction programs, especially in low and moderate income areas through public service announcements outreach efforts in print media as well as the internet (City website, YouTube), radio, and television.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds, and City of Bryan Public Communication General Funds.

- **Observation 3:** A review of advertising indicates that local housing providers, lenders, and insurers are generally diligent to include fair housing logos, disclosures, and diverse human models. However, bilingual advertising of housing availabilities and mortgage loans is lacking in the area, even though the Hispanic demographic is more than a third of the population of Bryan.

Recommendation 1: Continue to regularly review and evaluate advertising for housing providers, lenders, and insurers in the local area. Provide an annual forum for local housing providers and associated fields to provide an open dialogue on local fair housing issues and concerns, and encourage more extensive bilingual advertising by housing providers and lenders.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 2: Continue fair housing educational and outreach activities targeted toward housing providers, lenders, and insurers through local associations to increase non-discrimination awareness by public service announcements, website education, and community meetings such as the City’s Community Development Advisory Committee meetings.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

- **Observation 4:** The City of Bryan zoning and land use policies discourage development of large, high-density multifamily developments, particularly those concentrated in areas the City is interested in improving with retail or other economic development activity, or in maintaining neighborhood integrity. In addition, the City promotes scattered site, low-density low-moderate income housing rather than concentrated affordable housing. Such efforts are important to limiting the concentration of poverty in the City.

Recommendation 1: Continue to monitor development activity such as rezoning applications, building permits, and Housing Tax Credit development applications, and provide technical assistance to developers.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

- **Observation 5:** Current limits on the numbers of occupants in a single family dwelling likely meet the test of reasonableness under the Fair Housing Act, although some Residential Conservation District R-NC zoning by individual neighborhoods (slightly more than 2,000 homes) allows only 2 unrelated adult residents, maximum. This zoning classification could be found not to meet the test of reasonableness under the Fair Housing Act.

Recommendation 1: Continue to monitor case law in relation to this zoning classification.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 2: Continue to monitor proposed changes to City ordinances and provide feedback to relevant committees and staff members regarding potential conflict with any fair housing laws.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

- **Observation 6:** While no local policies were identified as barriers to affordable housing, implementation of the Integrated Mortgage Disclosures under the Real Estate Settlement Procedures Act (Regulation X) and the Truth in Lending Act (Regulation Z) by the Consumer Financial Protection Bureau (CFPB) has the potential to negatively affect housing affordability and availability. Sections 1098 and 1100A of the Dodd-Frank Wall Street Reform and Consumer Protection Act (Dodd-Frank Act) revised rules which apply to most mortgage transactions. Real Estate industry professionals anticipate these requirements will significantly extend the time required to close for financed purchases, which will result in cash investor purchasers having an even greater advantage in the marketplace over financed homebuyers, especially in the lower-end housing price ranges. We are continuing to monitor and have anecdotally noted that, although closings are somewhat delayed, the lack of supply of affordable homes is of much greater impact to housing availability and affordability.

Recommendation 1: Continue to monitor past and recent implementations of the Integrated Mortgage Disclosures rules on affordable housing and loan availability for low-income homebuyers.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

- **Observation 7:** According to HMDA data, Black applicants’ incidence of conventional loan denial is higher than their percentage of their population as a whole and most often due to poor credit history ratings.

Recommendation 1: Continue to counsel minority Down Payment Assistance applicants regarding credit education and submission of loan applications only when likely to receive approval from the lender.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds, and HOME housing project funds (Down Payment Assistance).

Recommendation 2: Continue to promote Homebuyer Counseling Training to minority applicants

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 3: Continue to engage local mortgage lenders through local committees such as the *Bank on Brazos Valley* program, organizations, and other appropriate venues to promote lending to minority applicants.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds / General funds.

- **Observation 8:** Hispanics and Blacks have higher incidences of government insured loan denials due to excessive debt and inadequate collateral, respectively.

Recommendation 1: Continue to counsel minority Down Payment Assistance applicants regarding credit education and submission of loan applications only when likely to receive approval from the lender.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds, and HOME housing project funds (Down Payment Assistance).

Recommendation 2: Continue to promote Homebuyer Counseling Training to minority applicants
Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 3: Continue to engage local mortgage lenders through local committees such as the *Bank on Brazos Valley* program, organizations, and other appropriate venues to promote lending to minority applicants.
Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds / General funds.

- **Observation 9:** Both Black and Hispanic applicants experience higher refinance loan denial percentages as compared to their respective percentages of the population as a whole. Poor credit history rating remains the primary reason for loan denials for these minority populations.

Recommendation 1: Continue to counsel minority Down Payment Assistance applicants regarding credit education and submission of loan applications only when likely to receive approval from the lender.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds, and HOME housing project funds (Down Payment Assistance).

Recommendation 2: Continue to promote Homebuyer Counseling Training to minority applicants
Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 3: Continue to engage local mortgage lenders through local committees such as the *Bank on Brazos Valley* program, organizations, and other appropriate venues to promote lending to minority applicants
Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds / General funds.

- **Observation 10:** Data indicates that both Black and Hispanic applicants for home improvement loans experience high denial rates due, primarily, to poor credit history ratings.

Recommendation 1: Continue to counsel minority Down Payment Assistance applicants regarding credit education and submission of loan applications only when likely to receive approval from the lender.

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds, and HOME housing project funds (Down Payment Assistance).

Recommendation 2: Continue to promote Homebuyer Counseling Training to minority applicants
Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.
Source of Funds: Community Development Budget CDBG – Administrative funds.

Recommendation 3: Continue to engage local mortgage lenders through local committees such as the *Bank on Brazos Valley* program, organizations, and other appropriate venues to promote lending to minority applicants

Completion Date: September 30, 2019 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative funds / General funds.

Affirmative Marketing Policy

In accordance with the regulations of 24 CFR 92.351(a) of the Home Program and in furtherance of the City of Bryan's commitment to non-discrimination and equal opportunity in housing, the City of Bryan has established procedures to affirmatively market units constructed or rehabilitated through the City's affordable housing programs. The City of Bryan believes that individuals of similar economic levels in the same housing market area should have available to them a like range of housing choices regardless of their race, color, religion, sex, and national origin. The City of Bryan is committed to the goals of affirmative marketing which will be implemented in our affordable housing programs through a specific set of steps that the City and participating owners will follow. These goals will be reached through the following procedures:

- Informing the public, potential tenants, and owners about Federal Fair Housing Laws and Affirmative Marketing Policies
- Inform persons of all racial, ethnic, and gender groups of unit availability
- Attract and solicit applications for assistance from persons not likely to apply without special outreach
- Record Keeping
- Assessment and Corrective Actions

Affirmative Marketing Techniques

Owners, builders, and developers offering properties assisted by the City of Bryan Community Development Services Department are required to comply with the City's affirmative marketing requirement on all units sold under the program. The Department of Housing and Urban Development has set forth guidelines and to assist in meeting affirmative marketing goals.

The following is a list of activities which must be carried out by assisted property owners, builders, developers, or agencies in order to insure compliance with federal regulations:

- Correspond with various community organizations, employment agencies, churches, etc. in order to accomplish special outreach to those not likely to apply for housing in the available properties.
- Utilize the fair housing logo on all printed advertisements and prominently in the business office.
- Provide a fair housing brochure to prospective tenants in order to inform them of fair housing laws and the City's Affirmative Marketing Policy.

The City maintains a list of local agencies which will be notified in the event assisted units become available under the City's Housing Assistance Programs.

Categories of Eligible HOME Applicants and Application Processes

HOME Affordable Homeownership Limits: If the participating jurisdiction intends to use HOME funds for homebuyer assistance or for rehabilitation of owner-occupied single family housing and does not use the HOME affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with 24 CFR 92.254(a)(2)(iii).

The City of Bryan will use the HOME affordable homeownership limits as published by HUD.

Homebuyer Down Payment Assistance (DPA) (HOME)

An open-application process available to all eligible applicants on a first-come, first-serve basis. Appropriate homebuyer assistance funding is provided as a deferred loan of \$3,500 - \$7,500 (or more for City-sponsored developments) for all potential households seeking a home within the city limits of Bryan.

Information regarding the program and application process (including applications) is available at the Community Development Services Department office, the Department's website (<http://www.bryantx.gov/community-development/community-development-programs/>), in periodic advertisements through local media, at Community Development Advisory Committee monthly public meetings, and at the City's library.

Applicant Requirements:

1. Participant's household income may not exceed 80% of the Area Median Household Income.
2. Participants must be first-time home buyers or not have owned a home in the past three (3) years.
3. Applicants must be employed or have a verifiable income (SSI, Social Security, child support, documented self-employment, etc.) sufficient to repay any necessary note based upon the City's debt to income ratios: 33% Housing Payment Ratio, and 43% Total Debt to Income Ratio.
4. All household members must be U.S. citizens or qualified permanent legal resident aliens.
5. Married Couples are considered joint applicants and both spouses must be on all documents.
6. Applicants must attend a formal homebuyer housing counseling training by an approved provider.
7. Applicants must contribute a minimum of \$1,000 toward the transaction.
8. Applicants must be employed in the same job or field for at least six (6) months, and self-employed applicants for at least two (2) years.
9. Applicants must be current on income taxes, student loans and child support payments, with no previous foreclosure in the past five (5) years.
10. Applicants may have not outstanding delinquent Bryan Texas Utilities accounts or City of Bryan loans, unpaid citations, or fines.
11. Detailed records are kept for applicants approved, denied or declined the services of the program.

Home Owner's Housing Assistance (Major Rehabilitation/Reconstruction) (HOME)

An open-application process available to all eligible homeowners applicants within the city limits, based on a first-come, first-serve basis (after completion of the application and once eligibility has been established).

Information regarding the program and application process (including applications) is available at the Community Development Services Department office, the Department's website (<http://www.bryantx.gov/community-development/community-development-programs/>), in periodic advertisements through local media, at Community Development Advisory Committee monthly public meetings, and at the City's library.

Requirements 1,3,4,5,9,10, and 11 above are applicable, in addition to the following:

1. Participants must own their home and live there as a principal residence (Homestead) for at least the past two years.
2. Applicants must be current on property taxes (or legally deferred because of age or disability) income taxes, student loans and child support payments, with no previous foreclosure or bankruptcy in the past five (5) years.
3. Applicant's home must be a single-family detached home or condominium which meets applicable eligibility and feasibility guidelines. Applicants with sites which are infeasible to rehabilitate or reconstruct may have the option to relocate to alternative sites, if available.

Housing Development Program

An open-proposal process available to all eligible developers with the capacity to complete developments deemed feasible by the department. Available to non-profit and for-profit developers to increase housing availability and access, depending on funding availability throughout the year. Request-for-proposals are solicited when a specific type of development is warranted.

Homes are made available through the application process, and HOME Program beneficiary/affordability requirements are imposed on rental and/or owner applicants. Where the City is the owner/seller, and/or where the City's Down Payment Assistance Program (DPA) is used, all DPA Program requirements listed above apply. All applicable City development and RFP requirements also apply.

Information regarding the program, process, and available units is available at the Community Development Services Department office, the Department's website (<http://www.bryantx.gov/community-development/community-development-programs/>), in periodic advertisements through local media, at Community Development Advisory Committee monthly public meetings, and on the City's Purchasing website, <https://brazosbid.cstx.gov/>.

Community Housing Development Organization (CHDO) Program

A request-for-proposal process available every two years to all eligible non-profit developers using a request-for-proposals (RFP) method for CHDO eligible developers to increase housing availability and access, as funding allows.

Homes are made available through the application process, and HOME Program beneficiary and affordability requirements are imposed on rental and/or owner applicants. Where the City of Bryan's Down Payment Assistance Program (DPA) is used, all DPA Program requirements listed above apply. All applicable City development and RFP requirements also apply.

Information regarding the program, process, and available units is available at the Community Development Services Department office, the Department's website (<http://www.bryantx.gov/community-development/community-development-programs/>), in periodic advertisements through local media, at Community Development Advisory Committee monthly public meetings, and on the City's Purchasing website, <https://brazosbid.cstx.gov/>.

Program Monitoring

The City of Bryan maintains policies and procedures for all CDBG and HOME funded program activities. Additionally, Bryan actively encourages Historically Under-utilized Businesses (HUBs) to participate in bid submittals for grant funded projects and actively seeks out minority businesses by affirmatively soliciting HUBs. The City Monitoring Plan consists of three reviews:

Internal Review of City Programs:

Record keeping and forms used for program implementation constitute legal instruments. The City Attorney, prior to their use, approves contracts. All other forms necessary for program use are developed and approved by CDS staff. Staff is responsible for maintaining accurate and complete files as required by HUD on each program participant. In addition, staff conducts reviews to determine compliance with program requirements. Annual monitoring ensures long term compliance, including but not limited to, ensuring clients have hazard insurance and verifying that homes are owner occupied. Housing assistance activities are monitored for compliance with the Fair Housing and Equal Opportunities (FHEO) laws. Bryan consistently updates strategies to monitor efforts to affirmatively further Fair Housing. Bryan will seek technical assistance from FHEO staff in the strategy development to use in monitoring sub-recipients. On-site inspections are done at the beginning of each housing project to ensure code compliance.

Bryan shall meet all requirements set forth by OMB and documentation shall conform to HUD 24 CFR parts 84 and 85 as described in 24 CFR Section 570.502, the City accounting practices and applicable Federal OMB and Budget Circulars including the revised OMB Title 2 of the Code of Federal Regulation (C.F.R.) Uniform Administrative Requirements, Cost Principles, and Audit requirements for Federal Awards, which supersede and combines the requirements of eight existing OMB Circulars (A-21, A-50, A-87, A-89, A-102, A-110, A-122 and A-133). An independent audit is conducted annually to ensure that grant funds are used in accordance with program requirements. The City monitors internal benchmarks for goals on a quarterly basis. Additional financial reconciliation is done monthly.

Sub-recipient Monitoring:

Monitoring provides a basis for assessing a program and identifying concerns. A secondary goal is to obtain data assess achievement. Evaluations summarize monitoring findings and program goals, and measure progress towards goals during program efforts. All sub-recipients are monitored at least once quarterly on-site and quarterly in-house, with a final onsite (after year-end), to ensure compliance before contract close-out. Bryan has responsibility for overall CDBG performance and Consolidated Plan compliance, including sub-recipient performance. Clear record keeping of sub-recipients is essential to grant accountability. Responsibility for maintaining many of the records is assigned to the sub-recipient, including documenting activities with special requirements. Bryan serves as the grantee and contracts with sub-recipient organizations to provide services to low-income citizens. The contract details the services provided and a concise statement of conditions, requirements, and performance criteria. The City Attorney, prior to execution, shall approve the contract.

The Eagle

Bryan, Brazos County, Texas
Affidavit of Publication

Account Number

1034600

CITY OF BRYAN, CITY SECRETARY
PO BOX 1000
BRYAN, TX 77805

Date

February 22, 2018

Date	Category	Description	Ad Size	Total Cost
02/28/2018	Municipal Notices	Community Development Advisory Committee (CDAC) Hearing	3 x 10.75 IN	488.59

PUBLIC NOTICE

The City of Bryan's Community Development Advisory Committee (CDAC) will conduct two public hearings on **Thursday, March 8, 2018 at 6:00 p.m. at the City's Municipal Office Building Basement Training Room, 300 S. Texas, Bryan, TX, 77803.** The first hearing will consist of a presentation regarding the Community Development Block Grant (CDBG) and HOME Investment Partnerships Grant (HOME) programs, which the City receives from the U.S. Dept. of Housing and Urban Development (HUD), and will allow public comments regarding community needs. The second hearing includes the City's Fair Housing Plan/Affirmative Marketing Plan and allows for comments.

Proof of Publication

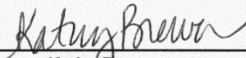
On said day, personally, appeared before me, the undersigned a Notary Public in and for said county and state, Kathy Brewer, of The Eagle, a newspaper published in Bryan, Brazos County, Texas, and generally circulated in Brazos, Burleson, Grimes, Lee, Leon, Madison, Milam and Robertson Counties, and that the notice, a copy of which is hereto attached, was published in said newspaper on the following named dates:

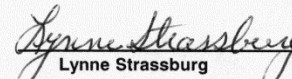
02/22/2018

The First insertion being given ... 02/22/2018

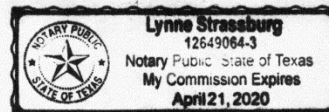
Newspaper reference: 0000453611

Sworn to and subscribed before me this **Thursday, February 22, 2018**


Kathy Brewer
Clerk


Lynne Strassburg
Notary

State of Texas
Brazos County
My Commission expires _____



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

The Eagle

Bryan, Brazos County, Texas
Affidavit of Publication

Account Number
1034600

Date
June 12, 2018

CITY OF BRYAN, CITY SECRETARY
PO BOX 1000
BRYAN, TX 77805

Date	Category	Description	Ad Size	Total Cost
06/18/2018	Municipal Notices	Proposed 2018 Annual Action Plan	4 x 14.50 IN	878.70

PUBLIC NOTICE

Public Hearings - Proposed 2018 Annual Action Plan
City of Bryan, Texas

The city's Community Development Services (CDS) Dept. has prepared a draft 2018 Annual Action Plan (AAP). The City will hold one public hearing to satisfy requirements for the Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME). A second Public Hearing will be held to solicit input regarding fair housing/affirmative marketing. These hearings will be held: Thursday, June 28, 2018 at the Bryan Municipal Office Building, Basement Training Room, 300 S. Texas Avenue, Bryan, Texas at 6:00 P.M. A comment period for the AAP will occur from June 28, 2018 through July 27, 2018. The proposed 2018 AAP will be submitted to the Bryan city council for action at its tentatively scheduled July 10, 2018 meeting and to the US Dept. of Housing and Urban Development (HUD) no later than August 17, 2018. Project funding will be available and committed beginning October 1, 2018. The agenda is as follows:

Proof of Publication

On said day, personally, appeared before me, the undersigned a Notary Public in and for said county and state, Kathy Brewer, of The Eagle, a newspaper published in Bryan, Brazos County, Texas, and generally circulated in Brazos, Burleson, Grimes, Lee, Leon, Madison, Milam and Robertson Counties, and that the notice, a copy of which is hereto attached, was published in said newspaper on the following named dates:

06/12/2018

The First insertion being given ... 06/12/2018


Newspaper reference: 0000484747

Sworn to and subscribed before me this Tuesday, June 12, 2018

Kathy Brewer
Kathy Brewer
Clerk

Lynne Strassburg
Lynne Strassburg
Notary

State of Texas
Brazos County
My Commission expires _____



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

PUBLIC NOTICE

Public Hearings - Proposed 2018 Annual Action Plan
City of Bryan, Texas

The city's Community Development Services (CDS) Dept. has prepared a draft 2018 Annual Action Plan (AAP). The City will hold one public hearing to satisfy requirements for the Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME). A second Public Hearing will be held to solicit input regarding fair housing/affirmative marketing. These hearings will be held: Thursday, June 28, 2018 at the Bryan Municipal Office Building, Basement Training Room, 300 S. Texas Avenue, Bryan, Texas at 6:00 PM. A comment period for the AAP will occur from June 28, 2018 through July 27, 2018. The proposed 2018 AAP will be submitted to the Bryan City Council for action at its tentatively scheduled July 10, 2018 meeting and to the U.S. Dept. of Housing and Urban Development (HUD) no later than August 17, 2018. Project funding will be available and committed beginning October 1, 2018. The agenda is as follows:

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
AGENDA

REGULAR PUBLIC MEETING and PUBLIC HEARINGS

Thursday, June 28, 2018 - 6:00 PM
Bryan Municipal Office Building, Basement Training Room
300 S. Texas Avenue, Bryan, Texas 77803

- I. Call to Order Public Meeting
- II. Recognition of Affidavits filed in Response to State law on Disclosure of Local Citizens Conflict of Interest
- III. Approval of the Minutes from May 18, 2018 Public Meeting
- IV. Call to Order Public Hearings
 - a. Open Public Hearing I
 - i. Summary of Draft 2018 Annual Action Plan for Community Development Block Grant and Home Investment Partnerships Program funds; Presentation by Community Development Staff
 - ii. Public Comments
 - iii. Committee Comments
 - b. Close Public Hearing I
 - c. Open Public Hearing II
 - i. Fair Housing/Affirmative Marketing Plan; Presentation by Community Development Staff
 - ii. Public Comments
 - iii. Committee Comments
 - d. Close Public Hearing II
- V. Break - Reconvene Regular Meeting
- VI. Hear Citizens
- VII. Presentation, Discussion, and Possible Action on Community Development Services Department Programs
 - a. Minor Repair
 - b. Major Rehabilitation/Reconstruction
 - c. Housing Development
 - d. Homebuyer's Assistance
 - e. Public Services and Public Facilities/Infrastructure
- VIII. Adjournment

The 2018 AAP was developed through a community participation process and in response to prioritized needs described in the 2015-19 Consolidated Plan (CP). The AAP is required by HUD when funds are received from the following grants: CDBG; HOME; ESG (Emergency Solutions Grant); or HOPWA (Housing Opportunities for People with AIDS) grant. The City receives CDBG and HOME funds.

The City has been notified by HUD it will receive \$823,293 of CDBG and \$343,707 of HOME funds for the PY2018. Not less than 70% of grant funds must benefit low- and moderate-income (LMI) persons. The City expects to meet or exceed HUD's minimum required LMI benefit. CDBG / HOME funds must address at least one of HUD's three National Objectives: Benefit Low- to Moderate-Income Individuals; Eliminate Slum or Blight; Meet an Urgent Community Need. Program performance will be evaluated against HUD's three basic Statutory Goals: Decent Housing; A Suitable Living Environment; Expanded Economic Opportunities. HUD Section 108 Loan Guarantee Program activities are not intended. Up to five (5) times the annual Block Grant can be requested for eligible activities, if it is determined there is a need.

City of Bryan 2018 Annual Action Plan
Proposed Projects/Activities

CDBG Projects: Relation to 2015-19 Consolidated Plan and Funds Leveraged Total CDBG Allocation: \$823,293.00

It is anticipated that \$19,000.00 in program income will also be available during PY2018 from the grants, with no program income from sub-recipients. Because the City is a HOME Entitlement City, the proposed uses of funds are listed separately. The 2018 AAP proposes the following CDBG funded projects:

1. Homeowner Housing Assistance (\$535,141.00) - Addresses Objectives 1, 2, 3 & 4 of the Affordable Housing Plan and Objective 1 & 2 of the Homeless Plan of Bryan CP. While CDBG is primary funding source, rehabilitation/reconstruction recipients contribute to project costs. Funds will provide a minimum of 24 families housing assistance in a variety of ways, to include: infrastructure, housing developments, replacement, handicap accessibility, minor repair, acquisition, voluntary demolition, homebuyer assistance, staff program delivery, and other costs necessary to carry out program activities (Outcome objective: decent housing availability/accessibility).
2. Administration (\$164,458.00) - Expenses related to administration of CDBG and HOME programs.
3. Public Service Agency Funding (\$123,494.00) - The following projects address Objective 1 of the Non-Housing Plan of Bryan's 2015-19 CP (Outcome objective: suitable living environment, availability/accessibility).
 - a. Bryan Parks and Recreation Summer Camp Program (interdepartmental funding), (\$35,000.00) - Provides for eligible expenses including salaries, supplies, equipment, and transportation. Offered in neighborhood parks and provides educational, social, and recreational activities to approximately 625 unduplicated clients. CDBG represents 100% of this activity's budget.
 - b. Brazos Valley Food Bank, Inc., Together We Grow (\$21,247.00) - Provides for eligible expenses (salaries and benefits). Program helps clients set and achieve goals to move from food-insecurity to food-security. Program provides clients casework, supportive services, job training and workplace support. The program will serve an estimated 48 unduplicated clients. CDBG represents 8.2% of this activity's budget.
 - c. Twin City Mission, the Bridge Shelter Case Manager/Client Assistance Program, (\$27,000.00) - Provides eligible salary and benefits for case manager providing goal planning and other support services to include assistance with identification, prescriptions, clothing, education, and other services. The program will serve an estimated 625 unduplicated clients. CDBG represents 3% of this activity's budget.
 - d. Catholic Charities Financial Stability Program, (\$5,600.00) - Provides for eligible expenses (salaries and benefits, rent, utilities, etc.). The program assists clients with rent and utility assistance, case management, referrals and education. The program will serve an estimated 460 unduplicated clients. CDBG represents approximately 4.5% of this activity's budget.
 - e. Brazos Valley Rehabilitation Center, Counseling and Case Management Program, (\$5,247.00) (City of College Station providing an additional \$24,753.00 for a total funding of \$30,000.00) - Provides for eligible expenses of social worker contract hours and travel/mileage expenses to provide treatment, consultation, and referral services to clients. The program will serve an estimated 210 unduplicated clients. CDBG represents 25% of this activity's budget.
 - f. Voices for Children Court Appointed Special Advocates of TX, (\$30,000.00) - Provides for eligible expenses (staff salaries and benefits, etc.). Program trains and supervises court appointed advocates for children in the child welfare systems of Texas. The program will serve an estimated 300 unduplicated clients. CDBG represents 3.9% of this activity's funding.

HOME Projects: Relation to 2015-19 Consolidated Plan and Funds Leveraged Total HOME Allocation: \$343,707.00

An estimated \$65,000.00 in program income will also be available during PY2018 from the grants, with no program income from sub-recipients. Funds become available October 1, 2018. Funds are used for eligible housing programs and are meant to provide decent affordable housing to lower-income households, expand the capacity of non-profit housing providers; strengthen the ability of state and local governments to provide housing; and to leverage private-sector participation. The 2018 AAP proposes the following HOME funded projects:

1. Home Owner Housing Assistance (\$179,780.25) - Addresses Objective 1 of the Affordable Housing Plan of Bryan's CP to assist families with major housing rehabilitation/reconstruction. A minimum of 1 family targeted citywide for assistance. (Outcome objectives: decent housing/sustainability).
2. Down Payment Assistance/Acquisition (\$78,000.00) - Addresses Objective 2 of the Affordable Housing Plan of Bryan's CP. Minimum of 10 families target citywide for assistance (Outcome objectives: decent housing/affordability).
3. Community Housing Development Organizations (CHDO) (\$51,556.05) - Addresses Objectives 1, 3 & 4 of the Affordable Housing Plan and Objective 1 & 2 of the Homeless Plan of Bryan CP with 1 CHDO (non-profit whose mission is affordable housing) activity targeted (Outcome objectives: decent housing/affordability).
4. Administration (\$34,370.70) - No priority assigned.

Match Requirements

The city's HOME match requirement has been waived. Estimated HOME leveraging is anticipated to be \$1.2 million.

Citizens wanting to comment on the plans and/or programs may do so during the Public Comment Period (June 28, 2018 through July 27, 2018) by mailing written comments to the Bryan Community Development Services Dept., P.O. Box 1000, Bryan, TX 77805, or by calling (979) 209-5175, or by visiting the CDS Office at the Horizon Building, 405 W. 28th St., Bryan, TX 77803. Office hours are 8:00 A.M. until 5:00 P.M., Monday through Friday. A draft of the 2018 AAP will be available for review at the CDS Office and on the web at: <http://www.bryantx.gov/community-development>. Citizens interested in addressing the Bryan City Council on the proposed plan, programs, and funding recommendations, may do so at the tentatively scheduled July 10, 2018 council meeting 6:00 P.M., Council Chambers, Bryan Municipal Building, during the "Citizens to be Heard" portion of the agenda.

FOR INFORMATION ON SIGN LANGUAGE INTERPRETATION, TDD OR OTHER TRANSLATION OR ACCESSIBILITY INFORMATION, PLEASE CONTACT THE CITY OF BRYAN CITY SECRETARY'S OFFICE AT 209-5002 AT LEAST 48 HOURS BEFORE THE SCHEDULED TIME OF THE MEETING SO THAT YOUR REQUEST MAY BE ACCOMMODATED.

PARA INFORMACIÓN EN LA INTERPRETACIÓN DE LENGUAJE POR SEÑAS, TDD O OTRA INFORMACIÓN DE TRADUCCIÓN O ACCESIBILIDAD, POR FAVOR CONTACTE LA OFICINA DE LA SECRETARÍA DE LA CIUDAD DE BRYAN AL 979-209-5002 POR LO MENOS 48 HORAS ANTES DEL TIEMPO PLANIFICADO DE LA REUNIÓN PARA QUE SU PETICIÓN PUEDA SER ACOMODADA.

Community Dev.

878.70

RESOLUTION NO. _____

A RESOLUTION THAT DESIGNATES THE CITY MANAGER OR HIS DESIGNEE TO ACT AS THE CITY OFFICIAL TO EXECUTE THE CITY OF BRYAN'S COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIPS PROGRAM FUNDS 2018 ANNUAL ACTION PLAN, AND ALL OTHER DOCUMENTS AND TO PERFORM OTHER DUTIES AS REQUIRED BY THE UNITED STATES HOUSING AND URBAN DEVELOPMENT DEPARTMENT IN ORDER TO IMPLEMENT THE PROJECTS IDENTIFIED IN THE 2015-2019 5-YEAR CONSOLIDATED PLAN AND THE 2015-2019 ANNUAL ACTION PLANS; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO SUBMIT THE CITY'S 2018 ANNUAL ACTION PLAN, FOR \$823,293 IN COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS AND \$343,707 IN HOME INVESTMENT PARTNERSHIP FUNDS, TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT, APPROVING THE PROPOSED USE OF THESE FUNDS; AUTHORIZING HUD REPRESENTATIVES AND THE FEDERAL COMPTROLLER GENERAL TO EXAMINE RECORDS RELATIVE TO THE PROGRAMS; APPOINTING THE CITY MANAGER OR HIS DESIGNEE AS THE RESPONSIBLE LOCAL OFFICIAL AND ACCEPTING THE JURISDICTION OF THE FEDERAL COURTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Bryan, Texas is a home rule city with the legal authority to apply for and accept Federal funds described as the Community Development Block Grant (CDBG) and the Home Investment Partnerships Program (HOME); and

WHEREAS: the programs will be conducted and administered in conformity with the appropriate Federal legislation and regulations referred to in the Community Development Act, 1992 and the National Affordable Housing Act of 1990; and

WHEREAS: the citizens of Bryan, Texas have been furnished adequate information concerning proposed CDBG and HOME projects; and

WHEREAS: the Community Development staff has prepared the 2018 Annual Action Plan (2018 AAP) for submission to the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS: the funding recommendations were developed by the Community Development Advisory Committee and the Bryan-College Station Joint Relief Funding Review Committee following extensive public participation, site visits, and an application review process; and

WHEREAS: views of citizens have been solicited and obtained through public hearings; and

WHEREAS: the City of Bryan, Texas is willing to implement the certifications provided in the applications and Annual Action Plans described herein below; and

WHEREAS: the 2018 AAP describes how the City of Bryan intends to utilize \$823,293 in CDBG funds and \$343,707 in HOME funds.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF BRYAN, TEXAS THAT:

Section 1.

The City Manager of the City of Bryan is hereby authorized to sign and submit to HUD, as the official act of the City, the 2018 AAP for funds for the purpose of participating in the CDBG and HOME programs and any subsequent Plans. The application includes actions to address proposed goals and objectives from the 2015-2019 5-Year Consolidated Plan as part of the 2018 AAP, and program certifications, all of which items are hereby approved.

Section 2.

The City Council of the City of Bryan hereby reaffirms the proposed priorities, strategies, outcome measurements and objectives as stated in the 2015-2019 5-Year Plan and further incorporates the 2015-2019 5-Year Plan into this Resolution by reference for all purposes.

Section 3.

The City Council of the City of Bryan hereby approves the allocation of CDBG and HOME funds as stated in the 2018 AAP, and further incorporates the 2018 AAP into this Resolution by reference for all purposes.

Section 4.

The City Manager of the City of Bryan or his designee is authorized as the representative of the City of Bryan in connection with the Plans. He is authorized to provide such additional information as may be required, and to execute whatever forms or documents are determined by the Secretary of HUD as necessary to effectuate or implant the Certifications in the application.

Section 5.

Any authorized representative of HUD or the Comptroller General is hereby granted the right of access to examine all records, books, papers or documents related to the grants.

Section 6.

The City Manager of the City of Bryan or his designee is hereby appointed and consents to the appointment, as the responsible local official under the National Environmental Policy Act of 1969 insofar as such provisions apply and to accept the jurisdiction of the Federal courts for the purpose of enforcement of his responsibilities as such an official.

Section 7.

Any resolutions or parts of resolutions that are in conflict with this Resolution are hereby rescinded to the extent of the conflict.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ITS PASSAGE AND ADOPTION.

APPROVED AND ADOPTED at the regular City Council meeting on this 10th day of July 2018.

ATTEST:

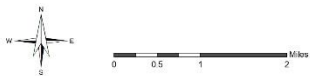
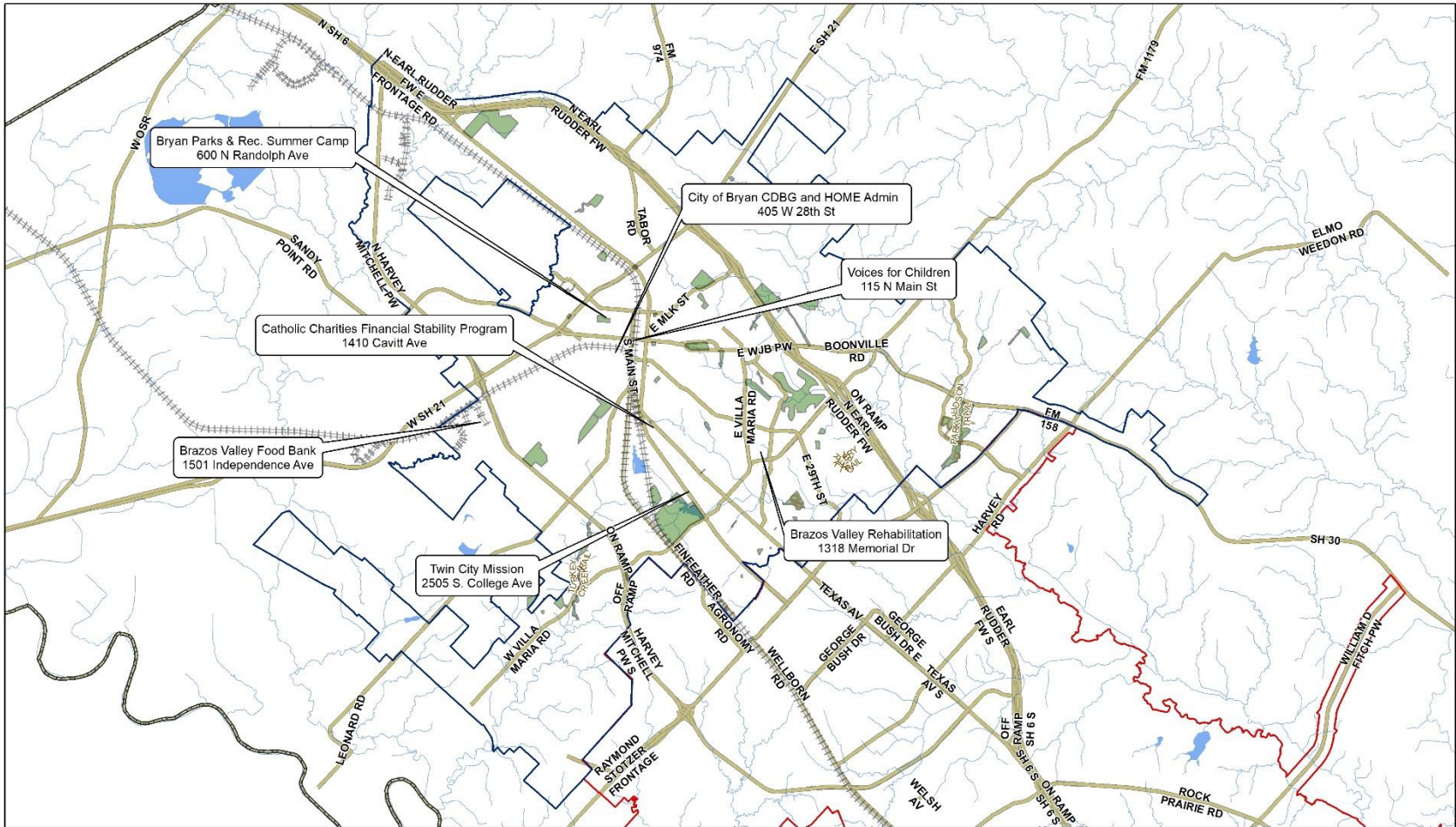
CITY OF BRYAN

Mary Lynne Stratta, City Secretary

Andrew Nelson, Mayor

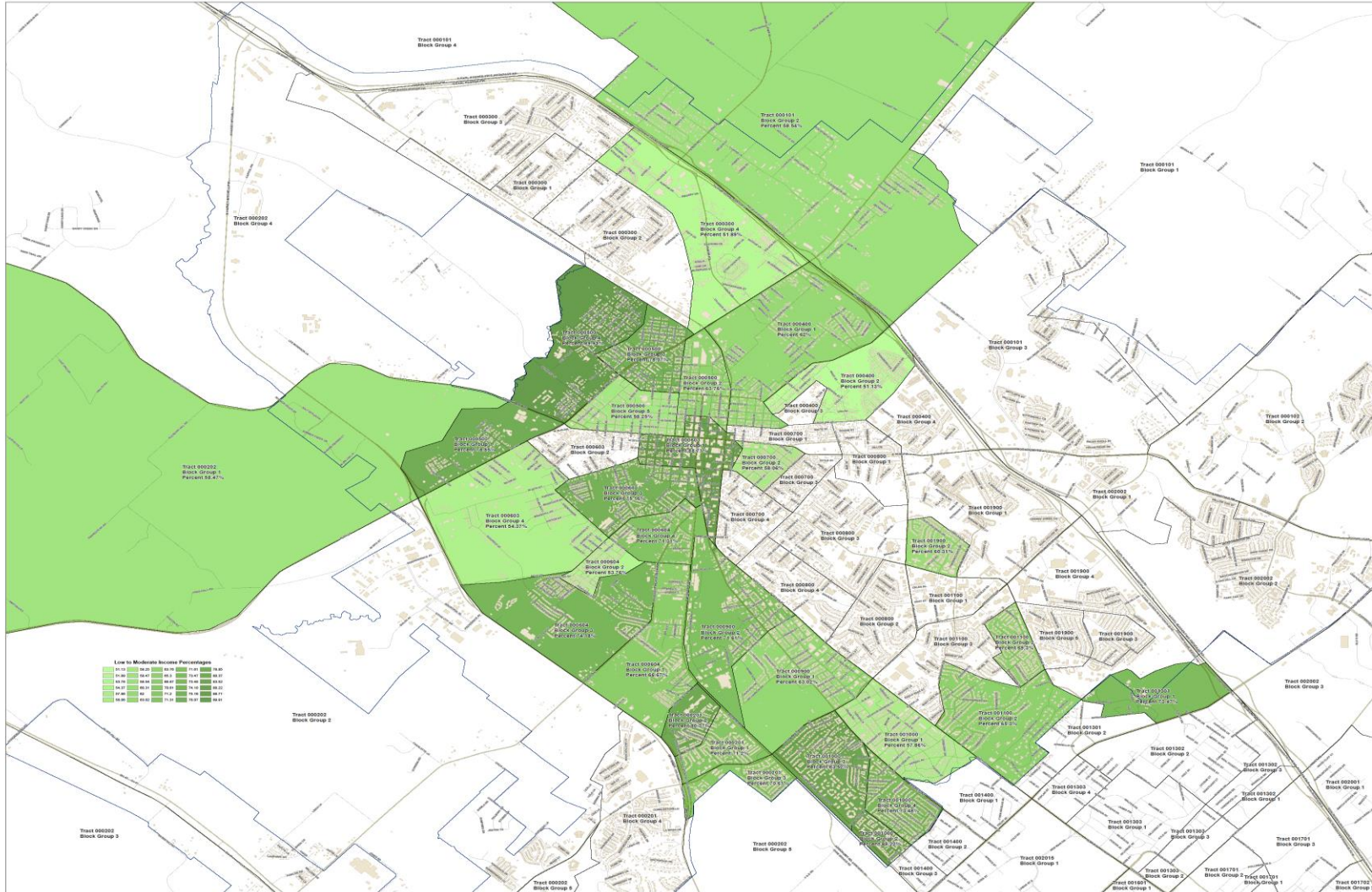
APPROVED AS TO FORM:

Janis K. Hampton, City Attorney



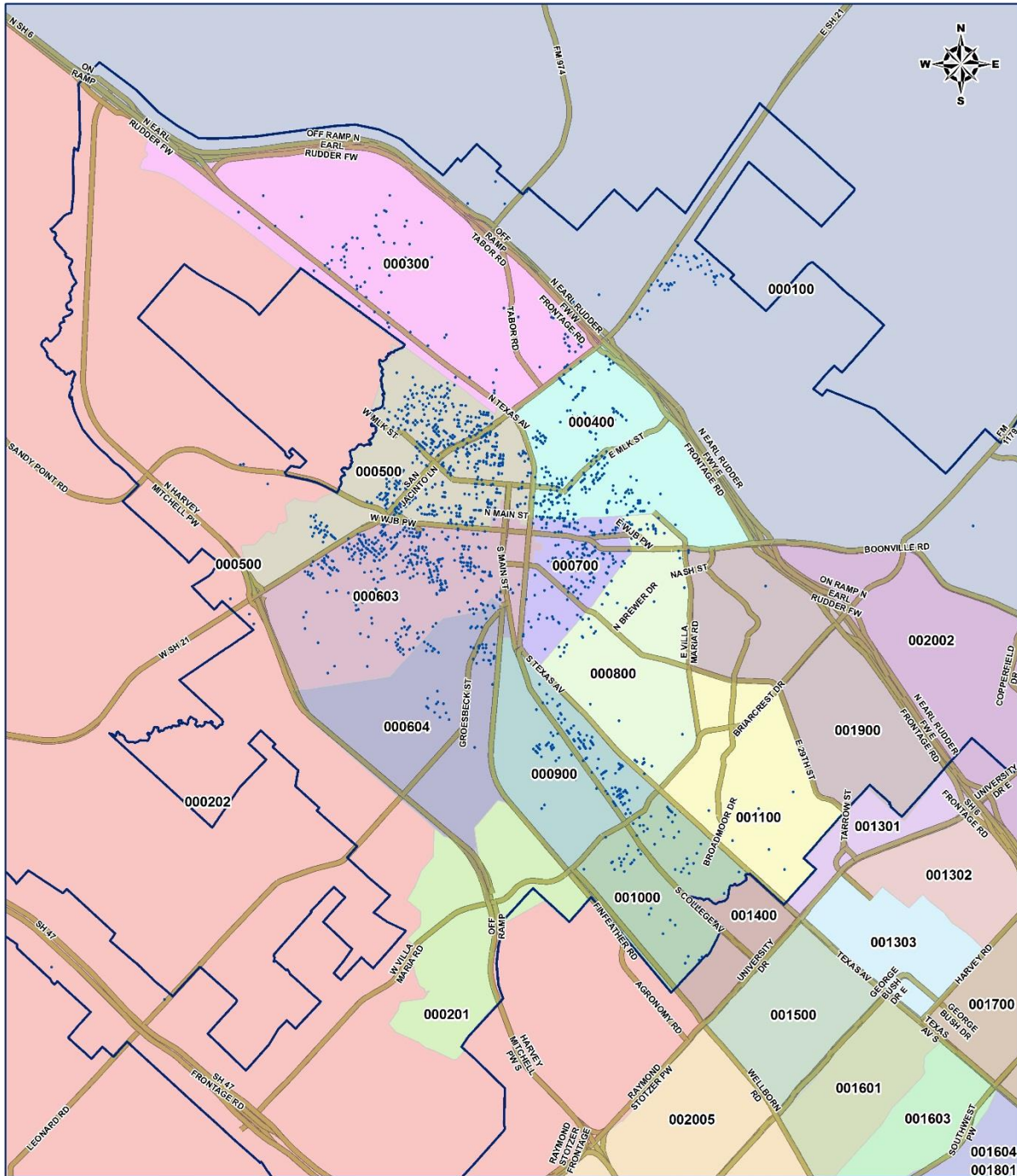
2018-19 Administration and Public Service Agency Program Map





Low to Moderate Income Areas

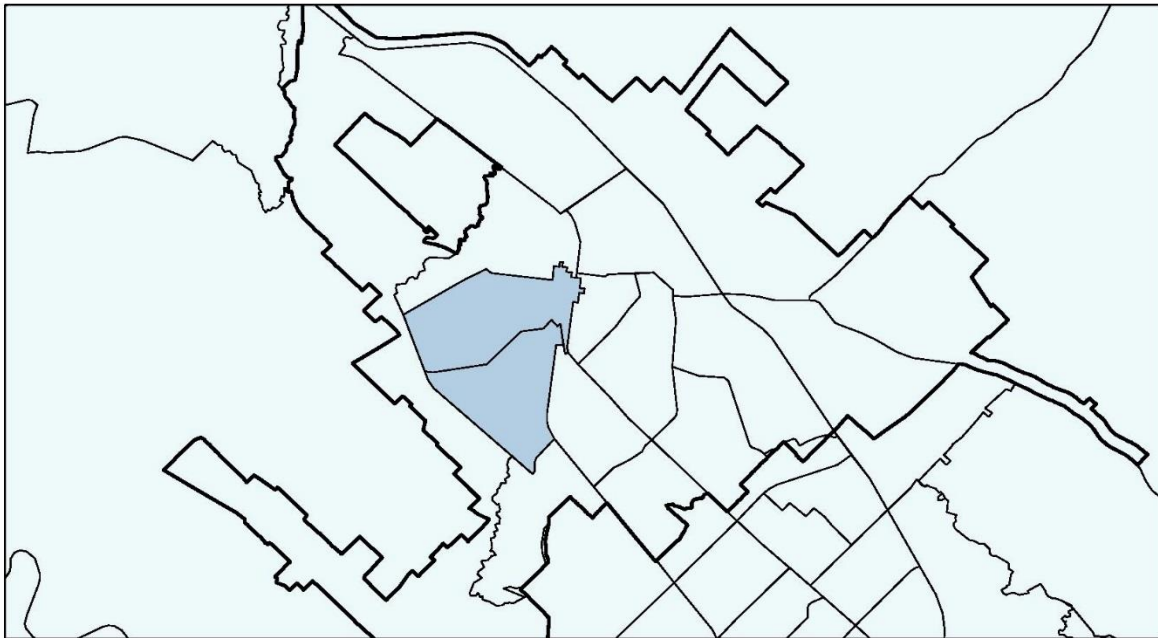




Substandard Housing Distribution



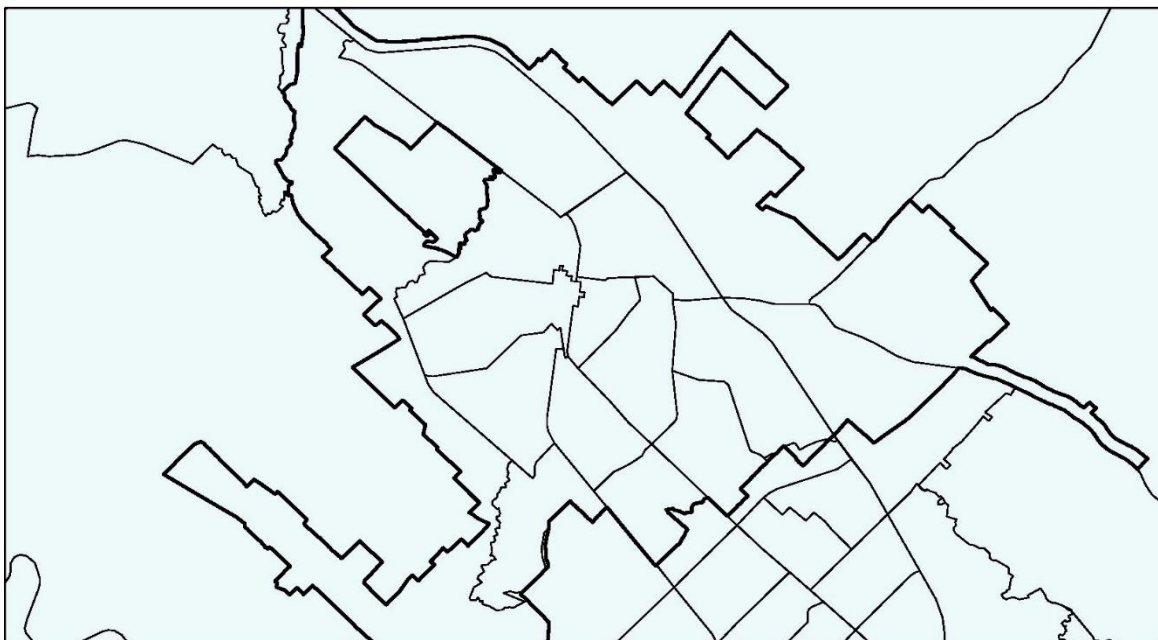
Census Tract - Where Hispanics Comprise over 50% of Population



July 13, 2015
 Override 1 **HispanicOrigin**
B03002EST12_PCT
 >50%
 <50%

1:100,781
 0 0.75 1.5 3 mi
 0 1.25 2.5 5 km
 Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community
 Data generated by HUD's CPD/MAP application

Census Tract - Where Blacks/African Americans Comprise over 50% of Population



July 13, 2015
 Override 1 **BlackAfricanAmericanAlone**
B03002EST4_PCT
 <50%

1:100,781
 0 0.75 1.5 3 mi
 0 1.25 2.5 5 km
 Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community
 Data generated by HUD's CPD/MAP application



Application for Federal Assistance SF-424		
* 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): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text" value="08/10/2018"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text" value="B-18-MC-48-0006"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Bryan"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="74-6000441"/>	* c. Organizational DUNS: <input type="text" value="1710867830000"/>	
d. Address:		
* Street1: <input type="text" value="300 S. Texas Ave."/>	<input type="text"/>	
Street2: <input type="text"/>	<input type="text"/>	
* City: <input type="text" value="Bryan"/>	<input type="text"/>	
County/Parish: <input type="text" value="Brazos"/>	<input type="text"/>	
* State: <input type="text" value="TX: Texas"/>	<input type="text"/>	
Province: <input type="text"/>	<input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	<input type="text"/>	
* Zip / Postal Code: <input type="text" value="77803-3937"/>	<input type="text"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Community Development Services"/>	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text" value="Mrs."/>	* First Name: <input type="text" value="Alsie"/>	<input type="text"/>
Middle Name: <input type="text"/>	<input type="text"/>	
* Last Name: <input type="text" value="Bond"/>	<input type="text"/>	
Suffix: <input type="text"/>	<input type="text"/>	
Title: <input type="text" value="Community Development Services Manager"/>		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="979-209-5175"/>	Fax Number: <input type="text" value="979-209-5184"/>	
* Email: <input type="text" value="abond@bryantx.gov"/>		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <input type="text" value="C: City or Township Government"/> <p>Type of Applicant 2: Select Applicant Type:</p> <input type="text"/> <p>Type of Applicant 3: Select Applicant Type:</p> <input type="text"/> <p>* Other (specify):</p> <input type="text"/>	
<p>* 10. Name of Federal Agency:</p> <input type="text" value="U.S. Department of Housing and Urban Development"/>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <input type="text" value="14.218"/> <p>CFDA Title:</p> <input type="text" value="Community Development Block Grant"/>	
<p>* 12. Funding Opportunity Number:</p> <input type="text" value="Not Applicable"/> <p>* Title:</p> <input type="text" value="Not Applicable"/>	
<p>13. Competition Identification Number:</p> <input type="text"/> <p>Title:</p> <input type="text"/>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <input type="text"/> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <input type="text" value="Enhancing the community by providing: safe, decent and affordable housing; improved infrastructure; support services; and a suitable living environment, principally for low-moderate income residents."/>	
<p>Attach supporting documents as specified in agency instructions.</p> <div style="display: flex; justify-content: space-around;"> <input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/> </div>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	TX-017
* b. Program/Project	TX-017
Attach an additional list of Program/Project Congressional Districts if needed.	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date:	10/01/2018
* b. End Date:	09/30/2019
18. Estimated Funding (\$):	
* a. Federal	823,293.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	19,000.00
* g. TOTAL	842,293.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If "Yes", provide explanation and attach	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
<p>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)</p> <p><input checked="" type="checkbox"/> ** I AGREE</p> <p>** 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.</p>	
Authorized Representative:	
Prefix:	Mr.
* First Name:	Kean
Middle Name:	
* Last Name:	Register
Suffix:	
* Title:	City Manager
* Telephone Number:	979-209-5100
Fax Number:	979-209-5106
* Email:	kregister@bryantx.gov
* Signature of Authorized Representative:	
* Date Signed:	

Application for Federal Assistance SF-424		
* 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): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 08/10/2018	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: M-18-MC-48-0229	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:		
* a. Legal Name: City of Bryan		
* b. Employer/Taxpayer Identification Number (EIN/TIN): 74-6000441	* c. Organizational DUNS: 1710867830000	
d. Address:		
* Street1: Street2: * City: County/Parish: * State: Province: * Country: * Zip / Postal Code:	300 S. Texas Ave. <input type="text"/> Bryan Brazos TX: Texas <input type="text"/> USA: UNITED STATES 77803-3937	
e. Organizational Unit:		
Department Name: Community Development Services	Division Name: <input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: Middle Name: * Last Name: Suffix:	Mrs. <input type="text"/> Bond <input type="text"/>	
* First Name:	Alsie	
Title: Community Development Services Manager		
Organizational Affiliation: <input type="text"/>		
* Telephone Number: 979-209-5175	Fax Number: 979-209-5184	
* Email: abond@bryantx.gov		

Application for Federal Assistance SF-424	
<p>* 9. Type of Applicant 1: Select Applicant Type:</p> <p>C: City or Township Government</p> <p>Type of Applicant 2: Select Applicant Type:</p> <p>Type of Applicant 3: Select Applicant Type:</p> <p>* Other (specify):</p>	
<p>* 10. Name of Federal Agency:</p> <p>U.S. Department of Housing and Urban Development</p>	
<p>11. Catalog of Federal Domestic Assistance Number:</p> <p>14.239</p> <p>CFDA Title:</p> <p>HOME Investment Partnerships Program</p>	
<p>* 12. Funding Opportunity Number:</p> <p>Not Applicable</p> <p>* Title:</p> <p>Not Applicable</p>	
<p>13. Competition Identification Number:</p> <p>Title:</p>	
<p>14. Areas Affected by Project (Cities, Counties, States, etc.):</p> <p>Add Attachment Delete Attachment View Attachment</p>	
<p>* 15. Descriptive Title of Applicant's Project:</p> <p>Programs to expand the supply of safe, decent and affordable housing for low- to moderate-income residents through public, private and non-profit partnerships.</p>	
<p>Attach supporting documents as specified in agency instructions.</p> <p>Add Attachments Delete Attachments View Attachments</p>	

Application for Federal Assistance SF-424	
16. Congressional Districts Of:	
* a. Applicant	TX-017
* b. Program/Project	TX-017
Attach an additional list of Program/Project Congressional Districts if needed.	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date:	10/01/2018
* b. End Date:	09/30/2019
18. Estimated Funding (\$):	
* a. Federal	343,707.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	65,000.00
* g. TOTAL	408,707.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?	
<input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on	
<input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review.	
<input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)	
<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If "Yes", provide explanation and attach	
	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
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)	
<input checked="" type="checkbox"/> ** 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:	Kean
Middle Name:	
* Last Name:	Register
Suffix:	
* Title:	City Manager
* Telephone Number:	979-209-5100
Fax Number:	979-209-5106
* Email:	kregister@bryantx.gov
* Signature of Authorized Representative:	
* Date Signed:	

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL Kean Register	TITLE City Manager
APPLICANT ORGANIZATION City of Bryan	DATE SUBMITTED 08/10/2018

Standard Form 424B (Rev. 7-97) Back

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
Expiration Date: 01/31/2019

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503.

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

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

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

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681 1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 424D (Rev. 7-97)
Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
Kean Register	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Bryan	08/10/2018

SF-424D (Rev. 7-97) Back

CERTIFICATIONS

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

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

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

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

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local 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 Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.

Signature of Authorized Official

Date

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

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

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

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

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

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

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) _____ [a period specified by the grantee 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.

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

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

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

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance 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 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

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

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

Signature of Authorized Official

Date

Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

Signature of Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

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 Certifications

The Entitlement Community 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 employees 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 each 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.

Signature/Authorized Official

Date

City Manager