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CITY OF BRYAN



2016 Annual Action Plan



CDBG B-16-MC-48-0006

HOME M-16-MC-48-0229

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This document is available on the City of Bryan's website:
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**CITY OF BRYAN
COMMUNITY DEVELOPMENT SERVICES DEPARTMENT**

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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 2016-17 Annual Action Plan.

Approved by the Bryan City Council on: July 12, 2016

Submitted to the U.S. Department of Housing and Urban Development on: August 8, 2016

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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 the requirements of the National Affordable Housing Act of 1990 and the Housing and Community Development Act of 1992 into one plan. This plan is 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. The following is a list and brief description of the four entitlement programs involved in a 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 grant and must compete 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 AIDS, and through working with local partners Project Unity and Twin City Mission who have been recipients of HOPWA and ESG.

The 2016 Annual Action Plan (AAP) is a coordinated approach to addressing Bryan's housing and community development needs. It is the second 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 citizens in the City of Bryan.

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 2016 AAP covers the time period from October 1, 2016 through September 30, 2017 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:

- **\$855,207** in Community Development Block Grant Funds (CDBG)
- **\$272,712** in Home Investment Partnership Funds (HOME)

The City will also generate approximately \$19,000 in CDBG program income during the 2016 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 some crossover from one program year to the next, all anticipated projects are expected to be completed within the program year. The City also anticipates \$60,000 in HOME program income generated from housing activities.

The 2016 AAP has several purposes:

- Review community needs and priorities for addressing those needs as identified in the 2015-2019 5-Year Consolidated Plan,
- Report objectives and outcomes identified in the Plan,
- Describe activities to be undertaken during the 2016 program year, using federal dollars to address those needs, and
- Report the amount and type of private funds that will be leveraged through the use of these federal dollars.

The 2016 AAP also serves as the City of Bryan'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 2015-2019 Consolidated Plan.

Homelessness

- Provide technical assistance to assist in new construction or rehabilitation one (1) sub-standard rental units bi-annually or two in the five 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 homeowner ship.
- Partners will be provided 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 utilize locally by seeking out 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 Community Development Services Housing Assistance programs, including the minor repair program, major rehabilitation/reconstruction program, housing development program and coordination of efforts with nonprofit housing developments and organizations for safe affordable housing.
- Partner, through funding and/or technical assistance, with agencies that provide supportive services to special needs populations including the elderly, disabled (mental/physical and developmental) HIV/Aids, alcohol/drug addiction for social and health services.
- Coordinate efforts to address through technical assistance, housing concerns for specific special needs populations, such as mental disabilities, outside the City's funding process, with partners in the community who make seek 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 need 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 includes both labor/materials for electrical, Mechanical, and/or plumbing upgrades or other approved minor renovations that affect health and safety of the home environment. Outcome/objective codes decent housing: affordability

- Partner with developers to initiate new housing production to encourage 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, and development services and police department to provide education and information to residents regarding code issues. Fund, when appropriate, the demolition of two (2) houses bi-annually, or 4 over the 5 year period.
- Provide a Request for Proposal process at least every two years to increase the availability of new construction to existing eligible CHDO's. Outcome/objective codes: decent housing/affordability.
- Provide 10 first time home buyers down payment assistance through the Home Buyer's Assistance program annually or 50 for the 5 year period. Outcome/objective codes: decent housing/affordability.
- 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. Outcome/objective codes: decent housing/affordability
- Attend four (4) meetings annually or twenty (20) meetings for the 5 year period with other entities to encourage financial capacity and homeownership. Outcome/objective codes: decent housing/affordability
- Guidance and information provided to 3 developers annually or thirty (30) for the 5 year period to encourage rental rehabilitation and new production. Outcome/objective codes decent housing/affordability.
- Seek new production or rental rehabilitation of two (2) units bi-annually or four (4) for the 5 year period. Outcome/objective code: decent housing/affordability.
- Collaborate with at least two non-profits annually or ten (10) for the 5 year period that provide rental vouchers or seek to provide rental assistance to low and moderate income persons. Outcome/objective code: decent housing/affordability.
- Provide technical assistance for funding resources and/or application processes for a minimum of two (2) financial resources annually or ten (10) for the 5 year period.
- Provide technical assist to nonprofits and/or developers for one new housing development for the 5 year period. Outcome/objective codes: decent housing/affordability.

Non-Housing Community Development Needs

- Allocate fifteen (15) percent of the Community Development Block Grant annually to provide technical assistance and/or potentially fund up to twelve 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. Outcome/objective codes” suitable living environment: availability/accessibility.

- Provide a minimum of two workshops annually for potential sub-recipients and quarterly monitoring for funded agencies annually. Outcome/objective codes” suitable living environment: availability/accessibility
- Thirty five hundred (3,500) unduplicated clients annually who will receive services from these service providers. Outcome/objective codes: suitable living environment: availability/accessibility.
- Thirty five hundred (3,500) unduplicated clients annually who will receive services from these service providers. Outcome/objective codes: suitable living environment: availability/accessibility.
- Provide for an annual public facility grant process for eligible nonprofit agencies to seek funding to increase access to services. An estimated 1000 clients to benefit from a funded public facility project, one (1) public facility project targeted for the 5 year period. Outcome/objective codes: suitable living environment, availability/accessibility.
- Information will be provided annually to an estimated three (3) different service providers seeking public facility funding. Outcome/objective codes: suitable living environment, availability/accessibility.
- 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 1000 unduplicated served per project. Outcome/objective codes: suitable living environment, availability/accessibility.
- 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 one (1) parks improvement or recreational facility for the five year period. Outcome/objective codes: suitable living environment, availability/accessibility.
- 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. Outcome/objective codes: suitable living environment, availability/accessibility.
- Technical assistance provided annually to at least two organizations that provide neighborhood clean ups, provide crime awareness and education to persons residing in low and moderate income areas or spot slum/blighted areas. Outcome/objective codes: suitable living environment, availability/accessibility
- Consider funding for one (1) public infrastructure project for the 5 year period. Outcome/objective codes: suitable living environment, availability/accessibility.
- Provide assistance to one 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 one (1) new job for every \$35,000 expended. Outcome /objective codes: economic opportunity: sustainability.
- 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.

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 this 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.

3. Evaluation of past performance

Following are the most recent accomplishments reported to HUD in the City's 2014 Consolidated Annual Performance and Evaluation Report (CAPER).

Housing

- Rehabilitation/reconstruction/minor repair underway/completed on 57 private residential structures.
- Demolition of 3 dilapidated structures was in progress. 22 demolitions completed (using non-federal funds). 60 structures demolished by owners.
- 2 affordable units under construction with 1 completed.
- 6 down payment assistance projects.
- Technical assistance to developers of affordable housing, including CHDOs and Habitat for Humanity. Assisted Bryan Housing Authority by reviewing their 5-Year Plan and Annual Plan for consistency.
- Provided technical assistance to Habitat - 14 homes built and sold.
- Assisted the Brazos Valley Coalition for the Homeless on the Continuum of Care.
- Provided homebuyer counseling through seminars and counseling to 70 individuals.
- Prepared the 2014 Year Consolidated Action Plan.
- Provided technical assistance to housing and supportive services agencies through the Brazos Valley Homeless Coalition and other identified committees.
- Reviewed the Bryan Housing Authority's Annual Plan for consistency with the City's 5-Year Plan
- Provided technical and/or funding assistance to 6 developers of affordable owner and rental housing units.
- Assisted city departments on Bryan's First Rehab Area. Assisted with the DASH Committee to eliminate substandard and/or dilapidate houses
- Began construction of 4 new affordable single family units.
- Began second phase of the Castle Heights Subdivision to accommodate 3 Habitat for Humanity homes.

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 2,200 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 15 activities to promote Fair Housing and Equal Opportunities, to include public hearings, radio and television advertisements, and presentations to groups.

Public Services

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

Bryan Parks and Recreation Summer Camp Program - served 562 clients.

Family Promise of Bryan-College Station, Family Support Services Program - served 89 clients.

Unity Partners dba Project Unity, Safe Harbour Supervised Visitation Program - served 223 clients.

Brazos Valley Counseling Services - served 84 clients.

Brazos Valley Council on Alcohol and Substance Abuse Screening Services - served 474 clients.

Brazos Valley Rehabilitation Center, Autism Charitable Services Program - served 42 clients.

In the City of Bryan's latest published Consolidated Annual Performance Evaluation Report (CAPER), the following summary of accomplishments was presented for the 2014-15 program year.

- Provided homebuyers counseling to approximately 57 clients and down payment assistance to 9 eligible citizens using federal grant money.
- Provided technical assistance to 7 different private developers (for-profit and non-profit).of affordable housing by new construction and rehabilitation activities.

- Provide technical assistance through code enforcement actions resulting in approximately 2,429 cases to address clean up, and/or elimination of spot slum/blight.
- Provided funding to 6 public service agency programs and technical assistance to approximately 14 agencies to increase access to services.
- Completion of two voluntary clearance/demolition of dilapidated, vacant structures onto eliminate blight and promote redevelopment.
- Provided housing assistance to 67 completed minor repair projects to address deficiencies and improve housing stock for low-income homeowners.
- Provided housing assistance through major rehabilitation/reconstruction with 2 projects competed and 3 other units under construction, but not completed.
- Provide housing development management and oversight of four completed units (general funds) and provided down payment assistance to three qualified eligible households (CDBG).
- Prepared bids and initiated development of one single family owner occupied home (Habitat contract).
- Completed development (provided development management oversight) of the 2nd Phase of Castle Heights Subdivision to accommodate Habitat for Humanity housing development.
- Provided for citizen input through 5 public hearings at 2 separate advisory committee meetings and held another 12 public meetings in conjunction with two separate program advisory committees.
- Staff served on and provided technical assistance to multiple other (non-PSA funded) agencies in advancement of the city's community development goals and objectives.
- Developed the 2015-19 Five-Year Consolidated Plan and 2015 annual Action Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Planning for the 2016 Annual Action Plan began early in the program year when the Community Development Advisory Committee (CDAC) held numerous public meetings (October 8, 2015, January 14, 2016, February 11, 2016, March 10, 2016, April 21, 2016, May 12, 2016 and June 27, 2016) in order to develop Bryan's 2016 Annual Action Plan (AAP). Two of the public meetings (March 10th and June 27th) included public hearings, presentations and discussion on the CDBG and HOME grant allocations for the proposed 2016 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 27, 2016

meeting began a 30-day public comment period, which ended July 26, 2016. 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 February 15, and March 24, 2016. A pre-proposal workshop was held on February 15, 2016 and another seven public JRFRC meetings were held on the following dates: April 7, 2016, April 14, 2016, April 21, 2016, April 28, 2016, May 5, 2016, and two meetings on May 18, 2016.

This document annually updates and commits to the 5-Year Consolidated Plan which includes an assessment of housing and homeless needs, a housing marketing analysis, a five-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 14, 2016, during a public meeting, staff and CDAC reviewed the general project allocation recommendations for the 2016 AAP. Subsequently, at its June 27, 2016 meeting, the CDAC held a public hearing for the 2016 AAP, provided for the beginning of a comment period, and reviewed the draft 2016 AAP. It was determined that the 2016 AAP, and all described therein, be forwarded to the Bryan City Council for action. The Bryan City Council approved the 2016 AAP at its July 12, 2016 regular meeting.

A list of the proposed activities was published in the *Bryan/ College Station Eagle* on June 13, 2016, satisfying the 15-day notice required for the public hearing held on June 27, 2016. The June 27th public meeting began the required 30-day comment period. Citizen comments on the proposed 2016 AAP were accepted through July 26, 2016 (see Attachments pg. 75)

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 pg. 75).

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.

Public Comments Received at the March 10, 2016 CDAC Public Hearings

- Terry Dougherty (Big Brothers, Big Sisters) thanked the CDAC for recent CDBG funding support. She wanted CDAC to know that the need remains high and that the clients need a high level of care due to the various needs seen in their clients (mental illness, medical needs, disabilities, etc.)

- Lynn Yeager of (Prenatal Clinic) reminded the Committee that Prenatal Clinic is a past recipient of CDBG funds and that the clinic’s clients are practically all low-income and that, without the CDBG funds, they would be unable to serve them. She also recommended that the CDAC make the maximum allowed (15%) of PSA funds available for eligible programs.
- Melinda Fox and James Berndt (Bryan PD Officers – Neighborhood Programs) were in attendance. Officer Fox thanked the CDAC for its support of the Department’s programs and thanked Community Development staff for assisting the Bryan PD in various ways with lower-income community.
- Sandra Hoelscher (Twin City Mission) Thanked the CDAC for its past funding recommendations for TCM programs, indicating that CDBG funds were very important to providing needed services to the homeless.
- Bill Kelly (MHMR Authority of the Brazos Valley) via email, thanked the City for its funding of local agency programs and encouraged the CDAC to continue making the maximum 15% allocation available. He commented that, without these funds, many important local agency programs would have to be reduced or eliminated.

Public Comments Received at the June 27, 2016 CDAC Public Hearings

Public Comments Received During the 30-Day Public 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

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 2016 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. So as to maximize access to Bryan's lower-income communities, CDAC regularly schedules meetings in a variety 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 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.

CDS staff serves 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 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 2016 AAP and on upcoming public hearings, and invited participation and public input at the hearings.

Finally, 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.

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

Initial efforts to prepare a Homeless Gaps Analysis took place in 2001. A working session conducted by BVCH assembled various agencies serving the homeless and directed them through a preliminary data gathering process to update the statistics used in the gaps analysis process. Based on the results of the gaps analysis update and utilizing assistance from Enterprise Foundation, homeless priorities and gaps were updated. Afterwards, an additional workshop was held to strengthen and streamline the Continuum of Care system using feedback from HUD on the 2000 Continuum of Care application.

Since then, BVCH has conducted regular homeless surveys to gather information on needs with which to do regular gaps analysis updates. In 2005, BVCH performed their first "Point-in-Time Only" 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. In fact, the 2015 Point-in-Time Count supports the agency workshop

results. Of the 78 surveys completed during the 2015 homeless survey, mental health care was the highest rated service reported needed among the unsheltered and transportation was the second highest reported unmet need. In-person consultation with Project Unity representatives listed temporary shelter (emergency and transitional) for special populations as the second most pressing need. In particular, they listed the need for alternative shelter options (as opposed to the local shelter) for victims of domestic abuse.

The most recent count was done on January 22, 2016. In the 2016 count, 141 homeless were identified (sheltered and unsheltered) with 15 unsheltered. As compared to past years, an increase in homeless families was seen. Veterans represented 3% of the homeless population and all were sheltered. Twenty percent of homeless households included children, and 3 of those children, and the household represent, were unsheltered. Of homeless households with at least one adult and child, (sheltered and unsheltered) 70% were Black and 30% White. Of homeless (sheltered and unsheltered) households without children 64% were White, 34% were Black, and 2% were Asian.

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 Agency, Project Unity, BCS Habitat for Humanity, Bryan Housing Authority, Twin City Mission, Elder-Aid, EMBRACE, No Limits, Genesis Corner, 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 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

As the 2016 AAP is associated with the 2015-19 Consolidated Plan (CP), consultation had in 2015 during development of the CP continues to guide activity and funding decisions in the 2016 AAP. Public and private entities reached out to in-person, by mail, and/or via email during preparation of the CP included the following:

| Internal City Departments / Divisions / Committees | | | |
|---|---|---|--|
| Bryan Community Development Advisory Committee (CDAC) | BCS Joint Relief Funding Review Committee (JRFRC) | Bryan Community Development Loan Committee (CDLC) | Bryan Community Development Department Staff |
| Bryan Planning Department | Bryan Building Inspection | Bryan Engineering Department | Bryan Facility Services |
| Bryan Fire Services Department | Bryan Parks and Recreation | Bryan Police Services | Bryan Transportation Services |
| Bryan Human Resources | City Secretary/Youth Services | Bryan Library Services | Bryan Legal Department |
| Bryan Risk Management | Bryan Environmental Services | Bryan City Council | |

| Government Organizations (Local, State, Federal) and Agencies | | | |
|---|---|--|---|
| City of College Station Community Development | Bryan-College Station Metro Planning Board | Brazos Valley Council of Governments | Brazos County Commissioners |
| Brazos County Commissioners Court, Judge Peters | Brazos County Emergency Management | Brazos County Historical Commission | Brazos Valley Community Action Agency |
| Bryan-College Station Chamber of Commerce | Brazos County Health Department | BV Council of Governments – Indigent Health Care | Bryan ISD |
| Brazos County Community Supervision Correction | American Lung Association, Bryan, TX | American Red Cross – Bryan-College Station | Barbara Bush Parent Center |
| BISD Special Education | BISD Migrant Education | BISD Disciplinary Alternative Education | BISD Project HOPE |
| Brazos County Community Corp. | Brazos Count Juvenile Services | TX Family and Protective Services | TX Department of Transportation |
| Kiwanis Club of College Station | League of Women Voters | TX Region-6 Education Service | A&M Department of Education |
| A&M Corp of Cadet Housing | TAMU Dept. of Residents Life | TAMU School of Rural Public Health | TEEX Law Enforcement Training |
| Texas Ag Extension Service | Texas Commission for the Blind | Texas State Health Services | TEEX Aging and Disability Services |
| Brazos County Sheriff's Office | Texas Health and Human Services | Texas Historical Commission | Texas Parks and Wildlife |
| TX Comm. on Environmental Quality | Texas U.S. Representative | Texas State Senator | Texas House Representative |
| Texas Education Agency | Texas A&M University | Blinn College, Bryan, TX | Texas Juvenile Justice Department |

| Public Services Providers and Organizations | | | |
|--|--|---|---|
| BV Boys and Girls Club | Brazos Food Bank | United Way of the Brazos Valley | Brazos County Senior Citizens Association |
| Brazos Transit System – The District | BV Coalition for the Homeless | Bryan Adult Learning Center | BVCAA Aids Services |
| BVCAA Family Health Clinic | BVCAA Head Start | BVCAA Woman, Infant and Children’s Program | BV Council on Alcohol and Drug Abuse |
| Brazos Maternal and Child Health Clinic (Prenatal) | BV Council of Governments, Workforce Solutions | Project Unity – Community Partnership Board | Children Niño’s Bilingual Education |
| Church Pantry | College Station Medical Center | Consumer Credit Counseling Service | Dept. of Health and Kinesiology, TAMU |
| Early Childhood Intervention | Good Samaritan Pregnancy Services | Habitat for Humanity | Health for All, Inc. |
| Home Instead, Senior Care | Hospice of Brazos Valley | Junction 5-0-5 | Lee Chapel |
| MOSAIC | North Bryan Community Center | Sexual Assault Resource Center | Salvation Army |
| Scotty’s House | St. Joseph Regional Health Center | St. Vincent DePaul | Texas Cooperative Extension Family and Consumer Service |
| Twin City Mission | BCS Veterans Clinic | Arbor Oaks - Crestview | Arbor on the Brazos |
| Blinn College Housing | Blue Bonnet House | Brazos Oaks Assisted Living | Brazos Valley Affordable Housing Corporation |
| BVCAA Energy / Housing Services | Broadmoor Place | B/CS Homebuilders Association | BCS Apartment Association |
| Bryan Housing Authority | Carriage Inn - Bryan | Cedar Creek Apartments | Crestview Retirement Community |
| Dansby House, Inc. | Elder-Aid | Emerald Park Apartments | Emanuel Baptist – Lighthouse Mission |
| Forest Park Apartments | Grand Court | Hudson Creek Alzheimer’s Care | Isle at Watercrest, Bryan |
| LULAC Apartments | MHMR Brazos Valley | Park Place | Phoebe’s Home |
| Room for Us All | Saddlewood Apts. | Sherwood Health Care | Southgate Apartments |
| St. Joseph Manor Assisted Living | St. Joseph Manor | The Pines | A&M Off Campus Housing |
| TAMU Real Estate Center | Texas Dept. of Human Services | The Heritage at Dartmouth | Villas of Rock Prairie |
| Windsor Pointe Townhomes | Junior League of BCS | | |

More specifically and during development of the 2016 AAP, additional consultation was carried out to guide development of the new AAP and to ensure effective use of grant funds (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 | Services - 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 Non-housing needs |
| | How was the Agency/Group/Organization consulted and 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 Non-housing needs |

| | | |
|---|--|---|
| | How was the Agency/Group/Organization consulted and 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 Non-Homeless Special Needs HOPWA Strategy Economic Development Anti-poverty Strategy Non-housing needs Public Housing Needs Homelessness Strategy |
| | How was the Agency/Group/Organization consulted and 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 | BRAZOS VALLEY COMMUNITY ACTION AGENCY |
| | Agency/Group/Organization Type | Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Services-Education 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 Non-housing health and human service needs |
| | How was the Agency/Group/Organization consulted and 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. |
| 5 | Agency/Group/Organization | Unity Partners dba Project Unity |
| | 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 Non-housing needs Non-Homeless Special Needs Anti-poverty Strategy Non-housing needs |
| | How was the Agency/Group/Organization consulted and 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. |
| 6 | Agency/Group/Organization | Bryan-College Station 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 |

| | | |
|---|--|---|
| | How was the Agency/Group/Organization consulted and 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. |
| 7 | 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? | Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth HOPWA Strategy |
| | How was the Agency/Group/Organization consulted and 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. |
| 8 | Agency/Group/Organization | United Way of 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 |
| | How was the Agency/Group/Organization consulted and 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. |

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 2016 AAP. CDS staff regularly consult 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 workshop 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 in an effort to receive comprehensive input regarding local needs and priorities.

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

During development of the 2015-19 CP, a variety of other plans were reviewed to ensure effective partnerships and to avoid conflicting efforts in the delivery of programs and services. Those reviewed planning efforts continue to guide activity and funding decisions in the 2016 AAP and included:

| 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) - (Brazos Valley Continuum of Care / Twin City Miss | The Strategic Plan includes goals developed to address needs identified by both the City and Homeless Coalition. |
| Comprehensive Economic Development Strategy | Brazos Valley Council of Governments (BVCOG) | As a BVCOG member, the Bryan goals for meeting: affordable housing; transportation; and infrastructure needs reflect similar priorities in the BVCOG CED plan. |
| PHA 5-Year Plan | Bryan Housing Authority (BHA) | Goals identified by BHA mirror goals in the BHA Strategic Plan, namely: affordable rental housing; renovation of housing; and energy efficiency. |
| 5-Year Agency Strategy Plan | Texas Dept. of Housing and Urban Development (TDHCA) | The Strategic Plan supports TDHCA health and human services goals of affordable housing as well as services to the homeless, elderly, persons struggling with substance abuse, and victims of domestic violence. |
| Comprehensive Plan | City of Bryan | Strategic Plan goals reflect similar priorities outlined in the draft Bryan Comprehensive Plan, to include: affordable housing; housing rehabilitation; code enforcement; and infrastructure. |

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|--------------------------------|---|--|
| Regional Health Assessment | Center for Community Health Development | Priority needs identified in the Strategic Plan are also recognized by the Regional Health Assessment, including: elderly services; substance abuse programs; vocational training; mental health services; and improved public transportation. |
| Transportation Survey Analysis | Brazos Valley Council of Governments | Goals identified by the survey confirm needs in the Strategic Plan, namely a need for improved public transportation services for the low and moderate-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 2016 AAP. 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, 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 of Bryan, including low and moderate income citizens, the opportunity to comment on the Consolidated Plan, community development programs and projects. Policies and actions 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 were used to allow for input between the City, public and other stakeholders. In example, public hearings were held November 17, 2015 and April 14, 2016 for citizens, agencies and local non-profits to review and provide input on updates to the city's Comprehensive Plan, which was one of several other planning documents consulted during development of the city's 2015-19 Consolidated plan.

As a public forum for the City's programs and to gain input on local needs and priorities, the City's Community Development Advisory Committee (CDAC) held public meetings at 6:00 PM on: October 8, 2015, January 14, 2016, February 11, 2016, March 10, 2016, April 21, 2016, May 12, 2016 and June 27, 2016. Development of the controlling Consolidated Plan 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 2016 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 10th and June 27th, 2016 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 2016 AAP Plan summaries, as well as on the Fair Housing and Affirmative Marketing Plan. Both public meetings were announced by notices in the local newspaper, radio, television, and on the City's website. Public meetings agendas are 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. The CDAC Committee reviewed and sorted the input during its development of the AAP. The resulting AAP 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 27th to July 26th. On July 12, 2016 the Bryan City Council held a city council meeting during which the 2016 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

| 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 10, and June 27, 2016). Included hearings on 2016 AAP, Fair Housing, and Affirmative Marketing issues. Approximately _____persons attended the hearings including citizens, agency representatives, and government officials and staff. | Comments are 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) |
|------------|--|------------------------------------|--|---|--|---------------------|
| 2 | <p>News Paper Ad for 30-Day Public Comment Period</p> <p>(See Unique Appendices for Affidavits of Publication in the Bryan-College Station Eagle on June 13, 2016)</p> | Non-targeted/broad community | <p>**List number of citizens commenting on draft plan and the summary of comments found elsewhere in plan**</p> <p>AP-05</p> | 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: victims of domestic violence; services to the disabled; elderly citizens; health insurance; and public transportation. | 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 in the Bryan-College Station Eagle on Feb. 26, 2016 and June 13, 2016) | Non-targeted/broad community | Public Notice Ads were published in the local newspaper for each of the public hearings held during development of the 2016 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 | Three persons participated in the survey. | Respondents identified a variety of needs, including: affordable housing; health/social services; code enforcement and demolition; park and infrastructure; job creation; and commercial building repairs. | All comments were accepted. | https://www.surveymonkey.com/r/BryanCD2016 |
| 6 | 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 (At social media tab and on Channel 16 TV) |

| 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 | Television and Website Public Service Announcements - Spanish | 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 (At social media tab and on Channel 16 TV) |
| 8 | YouTube Public Service Announcement English & Spanish | 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=Z1S1QGz2jDo&feature=youtu.be https://www.youtube.com/watch?v=YqOEKdpaw14&feature=youtu.be |
| 9 | Public Service Announcement through Texas-211 | 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. | |

| 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) |
|------------|---|--|--|--|--|---------------------|
| 10 | Public Service Announcement through Community Partnership Board | Area-wide committee of over 80 local public service agencies | 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. | |
| 11 | Online copy of Draft 2016 Annual Action Plan (on City of Bryan Website) | 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. | |
| 12 | Public copy of Draft 2016 Annual Action Plan (available for review at the City of Bryan Community Development 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 2016, the City of Bryan anticipates receiving Community Development Block Grant (CDBG - \$855,207) and HOME Investment Partnerships Program (HOME - \$272,712) grant funding from the U.S. Department of Housing and Urban Development (HUD) and approximately \$19,000 of CDBG program income and an estimated \$60,000 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).

Priority Table

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 2 | | | | Expected Amount Available Remainder of Con Plan \$ | Narrative Description |
|---------|------------------|---|----------------------------------|--------------------|--------------------------|-----------|--|---|
| | | | Annual Allocation : \$ | Program Income: \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | public - federal | Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services | 855,207 | 19,000 | 0 | 874,207 | 2,622,621 | Expected amount for Year-2 includes grant amount plus forecast program income. Expected for remainder of Con Plan is Year 2 x 3 |
| HOME | public - federal | Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA | 271,712 | 60,000 | 0 | 332,717 | 998,151 | Expected amount for Year-2 includes grant amount plus forecast program income. Expected for remainder of Con Plan is Year 2 x 3 |

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 annually. Local financial institutions provide permanent financing to homebuyer's receiving down-payment assistance. The City's 2016 match requirement for HOME has been waived and there is no match requirements 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 does not currently have available publically owned property for use of affordable housing, but the City does periodically have property donated that stipulates the property be used for affordable housing.

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 \$855,207 (plus anticipated program income of \$19,000) in CDBG and \$272,712 (plus anticipated program income of \$60,000) in the 2016 program year. Prior year's resources anticipated to carry over from the 2015 program year for CDBG are estimated to be approximately \$550,000 allocated and an additional \$400,000 allocated in 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 - 91.420, 91.220(c)(3)&(e)

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: \$180,000 | Homeowner Housing Rehabilitated: 20 Minor Repair Household Housing Unit |
| 2 | Housing Plan Objective 1.3 | 2015 | 2019 | Affordable Housing | City Wide | Housing Assistance Program/Owner Occupied | CDBG: \$375,885 HOME: \$119,537.75 | Homeowner Housing Rehabilitated: 3 Major Rehab/Reconstruction 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 – Code Enforcement Actions |
| 4 | Housing Plan Objective 1.5 | 2015 | 2019 | Affordable Housing | City Wide | Housing Assistance Program/Owner Occupied Housing Assistance/Rental | HOME: \$40,907.55 | Rental units constructed: 1 Unit by CHDO - Household Housing Unit |
| 5 | Housing Plan Objective 2.1 | 2015 | 2019 | Affordable Housing | City Wide | Home Buyers Program | HOME: \$85,000 | Direct Financial Assistance to Homebuyers: 15 Households Assisted |
| 6 | Housing Objective 2.2 | 2015 | 2019 | Affordable Housing | City Wide | Home Buyers Program | CDBG: \$0 HOME: \$0 | Other: 4 Other |

| Sort Order | Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | Funding | Goal Outcome Indicator |
|------------|----------------------------------|------------|----------|--------------------|-----------------|--|------------------------|------------------------|
| 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: \$128,281 | 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 | 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 | 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 | 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 | 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 | 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. |

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|----|-------------------------|--|
| 6 | Goal Name | Housing Objective 2.2 |
| | Goal Description | 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 | 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 | 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 | 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 | 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 | 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. |

| | | |
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| 12 | Goal Name | Homeless Objective 2.1 & 2.2 |
| | Goal Description | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 | 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 |

Table 8 – Goal Descriptions

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

In the 2016-17 Program Year, the City of Bryan estimates it will provide major rehabilitation/reconstruction assistance to 3 homeowners through the Home Owner Housing Assistance Program and minor repair assistance to a minimum 20 low-income owner-occupied dwellings. It is expected that 15 of these 23 homeowners will be elderly and/or disabled. The City also anticipates that one of its CHDOs will construct 1 new affordable single-family home. It's estimated that 10 lower-income, eligible applicants will purchase homes using the City of Bryan Home Buyer Down-Payment Assistant Program. Finally, an estimated 1 property will be acquired using CDBG funding, for future affordable housing.

Based on these housing project estimates, the City of Bryan will provide affordable housing to the following estimated number of families through rehabilitation/reconstruction, minor repair, down-payment assistance, and new construction.

Estimated Extremely Low-Income Families Assisted - 17

Estimated Low-Income. Families Assisted - 11

Estimated Moderate-Income. Families Assisted - 6

Estimated Income Categories Table for Affordable Housing Families Served

| Program | Extremely Low-Income Families | Low-Income. Families | Moderate-Income. Families | Total |
|---------------------------------|--------------------------------------|-----------------------------|----------------------------------|--------------|
| Rehabilitation / Reconstruction | | 3 | | 3 |
| Minor Repair | 16 | 4 | | 20 |
| Down-payment Assistance | | 4 | 6 | 10 |
| CHDO New Development | 1 | | | 1 |
| Total | 17 | 11 | 6 | 34 |

AP-35 Projects – 91.220(d)

Introduction

During the PY2016-17, the City of Bryan will administer approximately \$1,206,924 in federal grant funds and anticipated program income.

The \$855,207 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: a recreation summer camp program for children; a peer support program and facility for mentally disabled clients; a program for court appointed advocates for children in the state welfare system; a financial stability program providing education, referrals, case management, and utility and rent assistance to clients in financial distress; and a program providing prenatal medical care to low-income clients. 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 \$272,717, plus another \$60,000 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 |
|--|
| Home Owner Housing Assistance |
| Administration CDBG |
| Bryan Parks & Recreation Summer Camp |
| MHMR of BV Mary Lake Peer Support Center |
| Voices for Children |
| Catholic Charities Financial Stability Program |
| Brazos Maternal and Child Health Clinic Prenatal Program |
| Home Owner Housing Assistance -HOME |
| Down Payment Assistance/Acquisition |
| Community Housing Development Organization |
| HOME Administration |

Table 9 – 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.

Projects

AP-38 Projects Summary

Project Summary Information

| | | |
|----------|------------------------|---|
| 1 | Project Name | Home Owner Housing Assistance |
| | 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: \$555,885 |
| | 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, Homebuyer's 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 | 9/30/2017 |

| | | |
|----------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | Twenty two households for very low, low and moderate income households/families will benefit from these proposed activities, including 15 of these being households for elderly and disabled. |
| | Location Description | Citywide |
| | Planned Activities | Activities will provide up to 24 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. |
| 2 | 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 Public Service Agency Programs: Health Special Needs Public Services / Disabilities Special Needs Public Services / Elderly Homeless Services: Housing and Supportive Service |
| | Funding | CDBG: \$171,041 |

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|----------|--|---|
| | 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 2016-17 are estimated to be \$1,192,470.00. 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 | 9/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | N/A |
| | Location Description | 405 W. 28th St., Bryan, TX |
| | Planned Activities | |
| 3 | Project Name | Bryan Parks & 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 | Expand, improve and/or add public services when needed for very low, low & moderate income, including special needs populations. Provide technical assistance to service providers in the procurement of funds, consider funding up to 12 programs annually through joint process with College Station, and provide technical assistance and monitoring for programmatic, financial and administrative requirements. This project includes a public service eligible program for a summer camp. |
| | Target Date | 9/30/2017 |

| | | |
|----------|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | The Summer Camp program will serve approximately 675 unduplicated very low, low and moderate income youth. |
| | Location Description | Citywide. |
| | 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 to approximately 650 unduplicated youth. CDBG represents approximately 33% of this activity's funding. |
| 4 | Project Name | MHMR of Brazos Valley Mary Lake Peer Support Center |
| | Target Area | City Wide |
| | Goals Supported | Non Housing Plan Objective 1.1 Non Housing Plan Objective 1.2 Non Housing Plan Objective 1.3 |
| | Needs Addressed | Public Service Agency Programs: Persons with Mental Disabilities / Persons with Developmental Disabilities |
| | Funding | CDBG: \$32,715 |
| | Description | Expand, improve or add public service agency programs when and where needed for very low, low and moderate income individuals and special needs populations. Provide technical assistance for procurement, consider funding up to 12 agencies annually, provide technical assistance and monitoring for programmatic, financial and administrative requirements. This project includes an eligible public service program for persons with mental and developmental disabilities |
| | Target Date | 9/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 55 unduplicated mentally and developmentally disabled persons will benefit from the proposed activity. |
| | Location Description | Citywide. |

| | | |
|---------------------------|---|--|
| | Planned Activities | Funding for the MHMR of Brazos Valley Mary Lake Peer Support Center provides for eligible expenses, including but not limited to utilities, maintenance, supplies and staff salaries,. Program will serve an estimated 55 unduplicated clients. CDBG represents approximately 53% of activity's funding. |
| 5 | Project Name | Voices for Children (Court Appointed Advocates) Program |
| | 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 Service Agency Programs: Youth and Families |
| | Funding | CDBG: \$19,755 |
| | 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 Objective1 of the Non Housing Plan. This project includes public service agency program funding for a court appointed child advocate program. |
| | Target Date | 9/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | An estimated 215 unduplicated clients will be served by this program. |
| | Location Description | Citywide |
| Planned Activities | The Voices for Children program provides court appointed advocates for children in the child welfare system of Texas. Funds provide for eligible staff and benefit expenses. The program will serve an estimated 215 unduplicated clients. CDBG represents 3% of the program's funding. | |
| 6 | Project Name | Catholic Charities Financial Stability Program |
| | 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 Service Agency Programs: Low and Moderate |

| | | |
|----------|--|--|
| | Funding | CDBG: \$10,811 |
| | 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 program includes a Financial Stability Program providing rental and utility assistance, case management, referrals and education |
| | Target Date | 9/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | The Catholic Charities Financial Stability Program will serve an estimated 340 unduplicated low-income clients using the combined \$21,432 in CDBG funds from both Bryan and College Station. Persons served will include, but not be limited to: low-income persons, elderly, special needs populations, persons with disabilities, victims of domestic violence, etc. |
| | Location Description | Citywide. |
| | Planned Activities | The Catholic Charities Financial Stability Program provides supportive services for the local low-income clients. The Financial Stability Program provides rental and utility assistance, case management, referrals and education. The City of Bryan's \$10,811 in funds will be matched with an additional \$10,621 from City of College Station CDBG funds for a total of \$21,432 in CDBG funds from the two cities). |
| 7 | Project Name | Brazos Maternal and Child Health Clinic Prenatal Program |
| | 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 Service 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). The funded project includes public service agency funding for the Brazos Maternal and Child Health Clinic Prenatal Program, a prenatal medical and testing service. |
| | Target Date | 9/30/2017 |

| | | |
|----------|--|---|
| | Estimate the number and type of families that will benefit from the proposed activities | The funded project will serve an estimated 680 unduplicated very low, low and moderate income pregnant women. |
| | Location Description | City Wide |
| | Planned Activities | Brazos Maternal and Child Health Clinic Prenatal Program will medical procedures, testing, supplies, and education to low-income expectant mothers. Eligible operating expenditures include salaries, medical equipment, and supplies. |
| 8 | 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 Housing Assistance/Rental |
| | Funding | HOME: \$119,537.75 |
| | 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 1 family targeted citywide for major housing rehabilitation/reconstruction. Funding will include program delivery expenditures of staff for oversight of the housing activities. The City anticipates \$60,000 in program income for the HOME Program. |
| | Target Date | 9/30/2017 |

| | | |
|---|--|---|
| | Estimate the number and type of families that will benefit from the proposed activities | The activity will provide for a minimum of one funded major rehabilitation/reconstruction project for very low, low and moderate income household. |
| | Location Description | Citywide. |
| | 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 qualifications, terms of contracts, maintenance of the home and oversight of the project from pre-construction to post construction. |
| 9 | 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 Objective 2.2 Housing Plan Objective 3.1 & 3.2 Housing Plan Objective 4.1-4.3 |
| | Needs Addressed | Home Buyers Program |
| | Funding | HOME: \$85,000 |
| | 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 | 9/30/2017 |

| | | |
|-----------|--|--|
| | 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. |
| | Location Description | Citywide. |
| | Planned Activities | Home Buyer's counseling and down-payment assistance to eligible and qualified households. |
| 10 | 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 Program/Owner Occupied Housing Assistance/Rental |
| | Funding | HOME: \$40,907.55 |
| | Description | Provide a minimum of 15% to eligible CHDO's through a request for proposal process to increase and/or maintain affordable housing for purchase or for rent. |
| | Target Date | 9/30/2017 |
| | 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 including an AMI of 50% or below. |
| | Location Description | Citywide |

| | | |
|-----------|--|--|
| | Planned Activities | CHDO activities will be provided funding through a request for proposal project no less than every two years. Current CHDO's will be monitored for oversight of programmatic and administrative requirements. |
| 11 | Project Name | HOME Administration |
| | 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 |
| | Funding | HOME: \$27,271.70 |
| | Description | Administrative expenditures related to the oversight of HOME funded projects including, but not limited to, major rehabilitation/reconstruction, acquisition, down payment assistance and housing development. |
| | Target Date | 9/30/2017 |
| | Estimate the number and type of families that will benefit from the proposed activities | |
| | Location Description | 405 W. 18th St., Bryan, TX |
| | 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. |

Table 10 – Project Summary

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 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 coordinates Bryan's First Rehab 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 11 - 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 2016-17 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 15 of these 23 homeowners will be elderly and/or disabled. The City also anticipates that one of its CHDOs will construct a minimum of 1 new affordable single-family home.

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 property will be acquired using CDBG funding, for future affordable housing.

| One Year Goals for the Number of Households to be Supported | |
|---|----|
| Homeless | 0 |
| Non-Homeless | 20 |
| Special-Needs | 15 |
| Total | 35 |

Table 12 - 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 | 11 |
| Total | 35 |

Table 13 - 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-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, and is also a member of the Brazos Valley coalition for the Homeless (BVCH). BVCH will conduct regular homeless surveys to gather information on needs with which to do 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. Agencies will include: Bryan Public Housing Authority, B/CS United Way, The Brazos Valley Community Action Agency, Project Unity, BCS Habitat for Humanity, Bryan Housing Authority, Twin City Mission, Elder-Aid, EMBRACE, Genesis Corner, 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.

Addressing the emergency shelter and transitional housing needs of homeless persons

Actions taken in the 2016-17 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.

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

Actions taken in the 2016-17 Program Year to help persons transition to permanent housing include:

I&R for Services: The City will support, case management, and public service referrals provided to clients in PH 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 2016-17 Program Year to help individuals and families avoid homelessness include:

Assistance to Special Needs Clients: Through the city's PSA funding allocation, the City will make \$19,755 available to Voices for Children's CASA (Court Appointed Special Advocates) Program to provide assistance to children in the child welfare system of Texas. It's anticipated that 215 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 CoC needs locally. Many of the health and human service providers locally provide assistance directly addressing homelessness, or other services and support addressing 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.

| One year goals for the number of households to be provided housing through the use of HOPWA for: | |
|--|-----|
| Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family | N/A |
| Tenant-based rental assistance | N/A |
| Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated | N/A |
| Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds | N/A |
| Total | N/A |

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. Affordable undeveloped property, along with rising construction material and labor costs, are the main hindrance to development of affordable housing locally. Additionally, clouded or fragmented title to property often renders otherwise potential 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

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

Building fees are kept as reasonable as possible. Those collected are generally less than those recommended by national advisory boards. As an example, the model codes recommend a plan review fee and a permit fee, but the City 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 such as mowing and demolition. 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 past years to promote the development of affordable rental units. When appropriate, the city will continue to review and support 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) is applying for all available HUD Continuum of Care funds and MHMR of the Brazos Valley is also seeking new sources of funds. Local organizations and churches have also established programs to assist 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 Program (HCVP) continues to administer the Family Self-Sufficiency (FSS) program. Depending on funding, HCVP will provide rental and utility assistance to approximately 1,600 families in Bryan. The Bryan Housing Authority manages 300 affordable duplex and townhome style units at five locations in Bryan.

The City established an inter-department group - Bryan's first Rehabilitation 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 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 cities 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 of Bryan has partnered with multiple public and private organizations to enhance the effectiveness of programs and activities that deliver housing and social service assistance. A comprehensive network of planning entities and providers has ensured needed and attainable goals are established, and that partnering agency capabilities 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, which serves both the cities of Bryan and College Station. Likewise, the city's participation in the Community Partnership Board – representing approximately 80 agencies, the Brazos Valley Coalition for the Homeless, and United Way, all demonstrate the high level of coordination within the local housing and social service community.

Actions planned to address obstacles to meeting underserved needs

As identified in the 2015-19 Consolidated Plan, an ongoing obstacle to meeting local housing and non-housing needs is lack of adequate funding. Accordingly, the City, and its many public and private partnering organizations, developed and maintain collaborative associations to ensure effective delivery of service. The Community Partnership Board, representing over 80 local service providers meets regularly to ensure cross-agency communication and to eliminate duplication in services. Likewise, the Brazos Valley Coalition for the Homeless brings together CoC providers in an effort to leverage funding and program capacity. The City has also, over the years, created a portfolio of loans from past program activities, that is now producing program income that is allowing additional housing program accomplishments each year.

Actions planned to foster and maintain affordable housing

The City continues a commitment of preserving, maintaining, and increasing its affordable housing stock. This is enhanced through Bryan's designation and "Entitlement City" and a "Participating Jurisdiction" thereby eligible to receive \$855,207 in CDBG funds and \$272,717 in HOME funds in 2016-17. HOME funds specifically target housing activities for low-income persons and families.

CDBG and HOME funds will be used to address needs identified in the 2015-19 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.
- Home Buyers Program – includes counseling, 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,
- Acquisition – to facilitate the development of additional affordable housing and/or economic redevelopment.

2016-17 Program Year funds are 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. Approximately \$79,000 of program income is also anticipated (\$19,000 from CDBG and \$60,000 from HOME). It is expected that the above mentioned funds will leverage approximately \$1,200,000 in other funds.

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 serves families in Bryan and College Station who earn up to 60% of the median income and are in need of quality affordable housing.
- Twin City Mission, Genesis Corner, 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. Funding will allow an estimated 1,600 households to receive housing 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 and rental housing.
- Bryan Housing Authority - managing 300 units of low-income rental housing.

Efforts will continue to be made to identify additional providers such as CHDO's, housing tax credit developers, other non-profit and for-profit developers developing affordable housing, and to develop common resources.

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 the 2016-17 Program Year, the City continues to provide an antipoverty strategy that previous consolidated 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 that target 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 2016-19 Consolidated Action Plan, the City of Bryan will fund the following activities:

The \$855,207 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: a recreation summer camp program for children; a mentoring program for local youth; 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; and a prenatal program serving low-income clients needing medical care related to their pregnancies. 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 \$272,717, plus another \$60,000 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 partnering housing and social services providers through the 2016-17 Action Plan to achieve the stated goals and objectives.

Housing Agencies: CDS staff will 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 for the two cities and provide the respective city councils with recommendations for the use of funds. This activity 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 It" program and also 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. By these partnerships, 2015-19 Consolidated Plan priorities and 2016-17 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 |
|---|---|

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(I)(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 2015-16 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 - for administrative costs for the Community Development Services Manager position. The City's match requirement has been waived. Estimated HOME leveraging is anticipated to be \$1,200,000.
- 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:
- 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:
- 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:

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 FY 2012 HOME Appropriation Law, 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 date, as determined by a signature of each party to the agreement shall be repaid, except that the Secretary may extend the deadline for 1 year if the Secretary determines that the failure to complete the project is beyond the control of the participating jurisdiction.
 - No HOME funds may be committed to any project unless each 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.

Discussion

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.

Attachments

Public Hearings Held and Public Participation and Comments Received

On March 10, 2016 and June 27, 2016 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 2016 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 2016 AAP. On July 12, 2016 the Bryan City Council held a public meeting where the 2016 AAP was approved and adopted. The City Manager was designated the authorized signature authority for all related and required 2016 AAP documents.

Citizen / Stakeholder Comments Received Regarding the 2016 AAP Follow:

Public comments received during public hearings and public comment:

March 10, 2016 Public Hearings:

- Terry Dougherty (Big Brothers, Big Sisters) thanked the CDAC for recent CDBG funding support. She wanted CDAC to know that the need remains high and that the clients need a high level of care due to the various needs seen in their clients (mental illness, medical needs, disabilities, etc.)
- Lynn Yeager of (Prenatal Clinic) reminded the Committee that Prenatal Clinic is a past recipient of CDBG funds and that the clinic's clients are practically all low-income and that, without the CDBG funds, they would be unable to serve them. She also recommended that the CDAC make the maximum allowed (15%) of PSA funds available for eligible programs.
- Melinda Fox and James Berndt (Bryan PD Officers – Neighborhood Programs) were in attendance. Officer Fox thanked the CDAC for its support of the Department's programs and thanked Community Development staff for assisting the Bryan PD in various ways with lower-income community.
- Sandra Hoelscher (Twin City Mission) Thanked the CDAC for its past funding recommendations for TCM programs, indicating that CDBG funds were very important to providing needed services to the homeless.

- Bill Kelly (MHMR Authority of the Brazos Valley) via email, thanked the City for its funding of local agency programs and encouraged the CDAC to continue making the maximum 15% allocation available. He commented that, without these funds, many important local agency programs would have to be reduced or eliminated.

June 27, 2016 Public Hearings:

All comments were accepted and used in development of the 2016 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.

Grantee Unique Appendices

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.

JRFRC: 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 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 hearings 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. AVAILABILITY 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.



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 Agency
1500 University Dr. East
College Station, Texas 77802
Habitat for Humanity
119 Lake
Annual Action Plan

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. CERTIFICATION. 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//cdbl/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. 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.
 - (b) 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.
 - (c) 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.
 - (d) The Contractor will comply with all provisions of E.O. 11246, and the rules, regulations, and relevant orders of the Secretary of Labor.
 - (e) 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.

(f) 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.

(g) 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). Contactor 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. COMPLIANCE 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.



2016 Fair Housing Narrative Statement

Overview

Through its 2016-17 Annual Action Plan (AAP), the City continues a commitment of preserving and maintaining the existing housing stock of affordable housing. A total of \$801,107 in grant funds (CDBG - \$555,885 and HOME - \$245,232 – includes 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 \$855,207 (CDBG) and \$272,712 (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 eighteenth year to be designated a Participating Jurisdiction. 2016 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, Genesis Corner, 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 1,600 households to receive housing 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 last twelve months to affirmatively further fair and affordable housing.

| DATE | OUTREACH EVENT | AVAILABLE TO: | MEDIA or VENUE |
|-------------|--|----------------------------------|---|
| 7/8/2015 | Radio Spot on CDS Programs and Fair Housing Info | Public | Clear Channel Radio |
| 7/9/2015 | Radio Spot by CDS Fair Housing and Analysis of Impediments | Public | WTAW Radio |
| 8/5/2015 | PHA Meeting on Banking, Fair Housing, and Section 3 Outreach | PSA Residents / Staff | Bryan Housing Authority |
| 9/9/2015 | BVCOG Fair Housing and Section-8 Landlord Presentation | Section-8 Landlords | BV Council of Governments |
| 9/9/2015 | Fair Housing Training | HUD CPD Grantees | HUD FHEO Training |
| 9/23/2015 | Radio Outreach to Section-3 Contractors | Public / Contractrs | iHeart Radio Aggie 96 |
| 10/28/2015 | CDS Programs and Fair Housing Info | Public | BVCOG Community Health Fair |
| 12/7/2015 | Fair Housing Consultation / Correspondence to BVCIL (Brazos Valley Council for Independent Living) | BVCIL Clients (Disabled persons) | Via Correspondence / Email |
| March 2016 | Online Survey Providing Info on CD Programs and Fair Housing | Public | https://www.surveymonkey.com/r/BryanCD2016 |
| 3/10/2016 | CDAC Public Hearing on Fair Housing and Affirmative Marketing | Public | Bryan Municipal Building |
| 3/11/2016 | Fair Housing Webinar Materials Forwarded to Housing Developers | Non-Profit Housing Developers | Via Correspondence / Email |
| 4/1/2016 | Contractor Breakfast Discussion on Fair Housing, Section3, Bidding, Etc. | Contractors | Bryan Municipal Building |

| | | | |
|-----------|---|-----------|--------------------------|
| 4/6/2016 | HUD Fair Housing Week Webinar | CDS Staff | HUD Webinar |
| 5/18/2016 | Radio Outreach Promoting June Public Hearings on AAP and Fair Housing | Public | iHeart Radio Aggie 96 |
| 6/16/2016 | Regional Health and Safety Fair Fair Housing / Housing Program Info | Public | Brazos Center |
| 6/27/2016 | CDAC Public Hearing on Fair Housing and Affirmative Marketing | Public | Bryan Municipal Building |
| 7/12/2016 | City Council Regular Meeting and 2016 AAP Agenda Item | Public | Bryan Municipal Building |

Local FHEO activities that the city's CDS Office anticipates pursuing in the upcoming program year (PY2016-17) 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.
- City 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.

There were 15 discrimination complaints made during the 2010-2014 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. 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 It Program*. This program is a collaborative effort among local financial institutions and other entities that are interested in furthering financial security of our most vulnerable populations.

While the City's 2016 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 2016 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 2015), 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 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, 2017 (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, 2017 (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, 2017 (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, 2017 (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, 2017 (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, 2017 (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, 2017 (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, 2017 (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, the upcoming 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) will have 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 implementation of the Integrated Mortgage Disclosures rules on affordable housing and loan availability for low income homebuyers.

Completion Date: September 30, 2017 (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, 2017 (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, 2017 (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 City's *Brazos Valley Bank on It* program, organizations, and other appropriate venues to promote lending to minority applicants.

Completion Date: September 30, 2017 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative 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, 2017 (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, 2017 (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 City's *Brazos Valley Bank on It* program, organizations, and other appropriate venues to promote lending to minority applicants.

Completion Date: September 30, 2017 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative 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, 2017 (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, 2016 (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 City's *Brazos Valley Bank on It* program, organizations, and other appropriate venues to promote lending to minority applicants

Completion Date: September 30, 2017 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative 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, 2017 (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, 2017 (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 City's *Brazos Valley Bank on It* program, organizations, and other appropriate venues to promote lending to minority applicants

Completion Date: September 30, 2016 (ongoing, thereafter), with quarterly assessments.

Source of Funds: Community Development Budget CDBG – Administrative 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 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:

- 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.

The Eagle

Bryan, Brazos County, Texas
Affidavit of Publication

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

Account Number

1034600

Date

February 23, 2016

| Date | Category | Description | Ad Size | Total Cost |
|------------|-------------------|--|--------------|------------|
| 02/29/2016 | Municipal Notices | PUBLIC NOTICE The City of Bryan's Community Development Ac | 3 x 13.82 IN | 628.16 |

Proof of Publication

On said day, personally, appeared before me, the undersigned a Notary Public in and for said county and state, Marilyn Green, 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:

02/23/2016

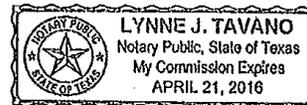
The First insertion being given ... 02/23/2016

Newspaper reference: 0000216772

Sworn to and subscribed before me this Tuesday, February 23, 2016

Marilyn Green
Marilyn Green
Clerk

Lynne J. Tavano
Lynne J. Tavano
Notary



State of Texas
Brazos County
My Commission expires _____

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RICED SELL!

HEEL: 2014 Royal fully self contained. 2 slides, walk-thru private bdrm, w/d, s, hide-a-bed, leather, on-smoker, electric Must sell - due to ill-300 Call 512-791-4434

2: 2005 Forrest River bel, self leveling, l, new tires & condition! \$10,500. Call message 936-825-2893.



TRAILER: 33ft full w/ electric jack, stabilizer bars. New commode, new bag-w gas connections, 30 interior bpostable Queen bed, couch table, table makes inside electrical outlets of inside storage. Invered in CS. \$6,320. 50 or 979-218-0883

ITOMOTIVE

TO FOR SALE

ENTION DING SCAMS

uld fully investigate proceed with caution if asked to send money id/card info, on a ad/automerchandise ou have any doubts, rate. If it sounds too be true, it probably ill us at The Eagle (7355) or contact the Business Bureau (92222) as they are excellent source of information.



MARTIN: Maserati: 2006 V8 Vantage Auto- College Station is now and retailing the lesser-car brands Aston d Maserati. Our currenty is sporting a rtin 2007 V8 Vantage, rtin 2002 V12 DB7 and rati 2006 Grand Sport. over-house vehicles like a great addition to tion. Don't miss your ty to own one of these y cars today. Auto-Brazos Valley's preor auto service and etail. Locally Aggie d operated. Call Auto-979-690-3032!

: 2006 Lucerne, od cond, \$5000, 4871



2006 Mustang with les, V-6, 4.0 L Stan-300 and This Mustang AT shape. Call of text JI for more info

1997 Crown Victoria, over steering, 125,000 ns good, tan, \$1795 776-2793



008 Focus SE Sedan, en color. Sync, New Tires, 99,000 mi. c work, \$3950 firm. 29-7984.

HONDA: 2008 Altima 2.5 S, new tires, 4 door, auto, cold a/c, cruise, 130,000 mi, new brakes, all maintenance, power windows, locks & mirrors, immaculate condition, Carfax available. \$6900. (979)571-2084

NISSAN: 2007 Cube, 0 spa, 4 door, 160,000 miles, clean title, cold a/c, \$4200, 979-329-2572

www.AggieSports.com

LEGALS

MUNICIPAL NOTICES

MUNICIPAL NOTICES

REQUEST FOR PROPOSALS

Brenham Independent School District is soliciting proposals for ASBESTOS ABATEMENT at the Administration Building in Brenham, Texas. Sealed proposals will be received via FedEx, UPS, or Hand Delivery in the office of Paul Aschenbeck; Assistant Superintendent, Brenham Independent School District, 711 East Mansfield Street; Brenham, Texas 77834 or PO Box 1147; Brenham, Texas 77834, until 2:00 p.m., Thursday, March 10, 2016. Proposals must be clearly marked ASBESTOS ABATEMENT/ADMINISTRATION BUILDING. Any proposals received after the deadline will be returned to the sender unopened. Faxed proposals are not acceptable. Brenham ISD reserves the right to reject any or all bids and to waive all formalities.

There will be a mandatory pre-proposal meeting for all interested contractors. Project specifications, including detailed proposal requirements, will be provided at that time. The pre-proposal conference will be held on Wednesday, February 24, 2016, at 2:00 p.m. with the participants meeting at the Administration Building; 711 East Mansfield Street; Brenham, Texas.

For information you may call: King Consultants 1205 E. 46th Street Lubbock, Texas 79404 (806) 763-6157 Fax (806) 763-6160 2-16-16, 2-23-16

LEGAL NOTICES

CITATION BY PUBLICATION

THE STATE OF TEXAS § COUNTY OF BRAZOS §

TO: The Unknown Heirs of REBECCA ANN OLSEN, Deceased

On February 10, 2016, Mikael Per Jexen Olsen filed an Application to Determine Heirship and an Application for Appointment of Independent Administrator (collectively the "Applications") in connection with the Estate of Rebecca Ann Olsen, Deceased. This proceeding is styled "Estate of Rebecca Ann Olsen, Deceased", and is Cause Number 15,893-PC in the County Court at Law Number 1 of Brazos County, Texas. This proceeding will designate Mikael Per Jexen Olsen as Independent Administrator of the Estate and will determine that Mikael Per Jexen Olsen, Christian Edward Jexen Olsen and Peter Russell Olsen are the only heirs of Decedent's Estate.

The Court will hear the Applications no sooner than at 10:00 o'clock a.m. on the first Monday after the expiration of 10 days from the date this citation is published, exclusive of the date of publication, which will be on or after 10:00 a.m. on Monday, March 7, 2016, or at such later time as may be set by the court, in the County Court at Law Number 1 of Brazos County, in Bryan, Texas, and the Applications may be heard at any later time as may be requested by the Court.

All persons interested in the estate are commanded to appear at or before the time set for the hearing by filing a written contest or answer to the Applications should they desire to oppose or contest them. The written contest or answer should be filed in the office of the County Clerk of Brazos County, Texas, in Bryan, Texas.

The officer serving this citation shall, in compliance with the law, serve it by publication once in a newspaper of general circulation in this county, which is the county in which the proceeding is pending, not less than ten days before the return date of this citation, exclusive of the date of publication. The date of publication that the newspaper bears will be the date of publication.

If this citation is not served within 90 days after the date of issuance, it shall be returned unserved.

Given under my hand and the seal of the Court on February 18th, 2016.

KAREN MCQUEEN, Clerk of the County Court at Law Number 1 of Brazos County, Texas

By: Patsy Montalbano Deputy Clerk

2-23-16

www.BrazosSports.com

CHEVROLET: 1982 Custom Deluxe, short bed, white, needs new motor, good fixer upper, \$900, 936-581-7777

Call 776-SELL (7355)

LEGALS

MUNICIPAL NOTICES

MUNICIPAL NOTICES

MUNICIPAL NOTICES

PUBLIC NOTICE

The City of Bryan's Community Development Advisory Committee (CDAC) will conduct two public hearings on Thursday, March 10, 2016 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 for public comments regarding community needs. The second hearing includes the city's Fair Housing Plan/Affirmative Marketing Plan and also allows for public comments.

AGENDA

- I. Call to order
II. Recognition of Affidavits filed in response to State Law on Disclosure of Local Citizens Conflict of Interest
III. Approval of the Minutes from the February 11, 2016 Public Meeting
IV. Hear Citizens
V. Presentation, Discussion, and Possible Action on Community Development Services Department Programs
a. Minor Repair
b. Major Rehabilitation/Reconstruction
c. Housing Developments
d. Homebuyer's Assistance
e. Public Services and Public Facilities/Infrastructure
VI. Call to order Public Hearings
a. Open Public Hearing I: The Planning & Development of the 2016 Consolidated Action Plan for Community Development Block Grant and Home Investment Partnerships Program funds: Presentation, Community Development Staff
i. Comments by Committee
ii. Public Comments
b. Close Public Hearing I
c. Open Public Hearing II: Fair Housing/Affirmative Marketing Plan: Presentation, Community Development Staff
i. Comments by Committee
ii. Public Comments
d. Close Public Hearing II
VII. Adjournment

The City will receive \$855,207 CDBG and \$271,263 HOME funds for the 2016 Program Year from HUD. Not less than 70% of CDBG grant funds must be used to benefit low- and moderate-income (LMI) persons, and the City of Bryan expects to meet or exceed HUD's minimum required LMI benefit. Citizens are encouraged to attend these public hearings and provide input on local needs and the city's proposed uses of the 2016 Program Year CDBG and HOME grant funds in addressing those needs.

CDBG/HOME funds must be used to meet at least one of HUD's three national objectives: Benefit Low- to Moderate-income Individuals; Eliminate Slum or Blight; or 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.

At the hearings, funding applications will be available to organizations interested in applying for public facility, infrastructure and/or code enforcement funds. Applications will also be available beginning March 10, 2016 at the Community Development Services (CDS) Office - 405 West 28th St., Room 138 and on the City's website at www.bryantx.gov/community-development. Completed applications must be returned to the CDS Office by 2:00 P.M., Thursday, April 7, 2016 to be considered. All potential applicants are encouraged to meet with CDS staff to discuss project eligibility and program guidelines. Developers (housing or economic development) must meet with staff individually, as these projects are reviewed by staff throughout the program year, for consideration of award.

On April 14, 2016 a CDAC public meeting will be held at 6:00 p.m. at the Kemp Elementary School Cafeteria, 1601 W. Martin Luther King St., Bryan, TX, 77803. Presentations will be made by staff and potential applicants for CDBG/HOME funds. CDAC will make recommendations for potential applications (public facility/infrastructure/code enforcement) and funding recommendations for Community Development's current programs. Specific public service agency program funding applications (for eligible program operating expenditures) will be reviewed and recommended by the Joint Relief Funding Review Committee (JRFRC). Those wishing to provide comment on community needs in advance of the April 14, 2016 CDAC meeting are asked to do so by 5:00 p.m., April 13, 2016. Recommendations for eligible CDBG/HOME funding allocations will be forwarded to the Bryan City Council for action (on or about July 12, 2016), including both the CDAC and JRFRC recommendations. Contingent upon City Council's and HUD's approvals of the 2016 Consolidated Action Plan, the 2016 funds become available for use on October 1, 2016.

Additional Information

To comment or request additional information, call the Community Development Services Office at 979-209-5175 or visit the Office at 405 West 28th St., Room 138, or by mail at P.O. Box 1000, Bryan, TX 77805. FOR INFORMATION ON TDD SIGN LANGUAGE INTERPRETATION, OR OTHER TRANSLATION ASSISTANCE, OR FOR ACCESSIBILITY INFORMATION, PLEASE CONTACT THE CITY'S COMMUNICATION DEPARTMENT AT 979-209-5120 AT LEAST 48 HOURS BEFORE THE SCHEDULED MEETING TIME SO YOUR REQUEST MAY BE COMPLETELY FULFILLED.

Información Adicional

Para comentar o pedir información adicional, llama a oficina de los Servicios del Desarrollo Comunitario a 979-209-5175 o visita la oficina en 405 West 28th St. Habitación 138, o por correo a P.O. Box 1000, Bryan, TX 77805. PARA INFORMACION SOBRE TDD INTERPRETACION DE LENGUA DE SIGNOS, U OTRO ASISTENCIA DE TRADUCCION, O PARA OBTENER INFORMACION SOBRE ACCESIBILIDAD, POR FAVOR CONTACTA EL DEPARTAMENTO DE COMUNICACION DE LA CUIDAD AL 979-209-5120 POR LO MENOS 48 HORAS ANTES DEL REUNION PROGRAMADA PARA QUE SU PETICION SE CUMPLE TOTALMENTE.

02-23-16

AFFIDAVIT OF PUBLICATION

THE STATE OF TEXAS
COUNTY OF BRAZOS

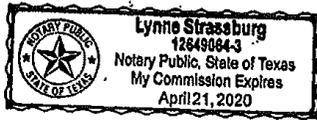
On this 13TH , day of JUNE , 2016 Personally, appeared before me, the undersigned a Notary Public in and for said county and state MARILYN GREEN of **THE EAGLE**, a newspaper published in Bryan, County of Brazos, State of Texas, and generally circulated in Brazos, Burleson, Grimes, Lee, Leon, Madison, Milam, and Robertson, who, being by me duly sworn, on oath States

FINAL HEARINGS 2016 ANNUAL ACTION PLAN

Was published in said newspaper in 1 Issue (s) there of on the following dates:
JUNE 13TH , 2016

Marilyn Green

Subscribed and sworn to before me, on this 13TH DAY OF JUNE , 2016



Lynne Strassburg
Notary Public, Brazos County, Texas



979.575.8418

MERCEDES-BENZ: 2006 CLS 300, 4door, 4 passenger Coupe, V8, gas, with AMG high performance pkg. One owner, metallic pewter color, 81,800 mi, many extras, book street value \$23,900; asking \$21,900 firm. 979-776-1295. Have carfax owner history.

FORD: 2006 F150 4x2 Super-Crew Single Owner, 121k miles, 60/40 split front bench w/ folding console to seat 6. Roll-up bed cover, Rhino liner, 6 disc CD, and much more. Asking \$10,000. 979-541-6468

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Sell it in The Eagle

theeagle.com

\$6.80
Single Item Merchandise

\$20.85
Multi-Item Merchandise

28 days - Print & online - Includes 1 photo

Not using that Boat as much as you thought you would?

\$38.65

Sell it in The Eagle

28 days - Print & online - Includes 1 photo

LEGALS

LEGAL NOTICES

NOTICE OF PUBLIC AUCTION

Date: June 20, 2014
Location: Central Pony Express, Inc.
Address: 4975 South IH 35, New Braunfels, TX 78132
Time: 10:00 AM CDT

By virtue of default by Consolidated Vacuum Truck, Inc. under the Promissory Note(s) and Security Agreement(s) dated December 6, 2012, April 15, 2014, and May 22, 2014 payable to Commercial Credit Group Inc. ("CCG"), which obligation is secured by the property described below (the "Equipment"), CCG will sell at Public Auction, to the highest bidder, AS-IS, WHERE-IS, WITHOUT ANY REPRESENTATIONS OR WARRANTIES, EXPRESS, IMPLIED OR STATUTORY, INCLUDING WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, all of its right, title and interest to the following Equipment:

(2) 2014 Galyean 130BL 42' Vacuum Tank Trailer(s) - Serial #: 1G9VT4225EH015076; 1G9VT4227EH015077
(2) 2013 Dragon 130 BBL Vacuum Tank Trailer(s) - Serial # 1UNST422XDL114693; 1UNST4221DL114694

Terms:
Successful bidder must pay 25% of purchase price at time of sale via cash, certified or acceptable bank check, with the balance payable in good funds on the next business day, unless:

- The bidder has pre-qualified by presenting CCG with a written non-contingent, lending commitment from a source and in a form acceptable to CCG in its sole discretion, in which case we will entertain bids up to the amount of such written commitment; or
- The bidder has obtained from CCG written credit approval in advance of the scheduled public sale.

CCG reserves the right to bid at the sale. Contact Tracy Labanowski at 630-718-4650 for additional information or to arrange an inspection of the Equipment.

Commercial Credit Group Inc.
2135 City Gate Lane, Suite 440
Naperville, IL 60563
6-12-16 & 6-13-16

LEGALS

MUNICIPAL NOTICES

PUBLIC NOTICE
Public Hearings - Proposed 2016 Annual Action Plan
City of Bryan, Texas

The city's Community Development Services (CDS) Dept. prepared a draft 2016 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: Monday, June 27, 2016 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 27, 2016 through July 26, 2016. The proposed 2016 AAP will be submitted to the Bryan City Council for action at its tentatively scheduled July 12, 2016 meeting and to the U.S. Dept. of Housing and Urban Development (HUD) no later than August 15, 2016. Project funding will be available and committed beginning October 1, 2016. The agenda is as follows:

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE AGENDA
REGULAR PUBLIC MEETING AND PUBLIC HEARINGS
Monday, June 27, 2016 - 6:00 PM.
Bryan Municipal Office Building, Basement Training Room
300 S. Texas Avenue, Bryan, Texas 77803

- Call to order Public Meeting
- Recognition of Affidavits filed in Response to State law on Disclosure of Local Citizens Conflict of Interest
- Approval of the Minutes from May 12, 2016 Public Meeting
- Recognition of Visitors/Citizens to be Heard
- Presentation, Discussion, and Possible Action on Community Development Services Department Programs:
 - Minor Repair
 - Major Rehabilitation/Reconstruction
 - Housing Developments
 - Homebuyer's Assistance
 - Public Services and Public Facilities/Infrastructure
- Call to Order Public Hearing I
 - Open Public Hearing I
 - Summary of Draft 2016 Annual Action Plan for Community Development Block Grant and Home Investment Partnerships Program funds: Presentation by Community Development Staff
 - Public Comments
 - Committee Comments
 - Close Public Hearing I
 - Open Public Hearing II:
 - Fair Housing and Affirmative Marketing Plan: Presentation by Community Development Staff
 - Public Comments
 - Committee Comments
 - Close Public Hearing I
- Adjournment

The 2016 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 Shelter Grant); or HOHPWA (Housing Opportunities for People with AIDS) grant. The City receives CDBG and HOME funds.

The City will receive \$855,207.00 of CDBG and \$272,717.00 of HOME funds for the 2016 program year. 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 there is determined to be a need.

City of Bryan 2016 Annual Action Plan
Proposed Projects/Activities

CDBG Projects: Relation to 2015-19 Consolidated Plan and Funds Leveraged Total CDBG Allocation: \$855,207

It is anticipated that \$19,000 in program income will also be available during the 2016 program year 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 2016 AAP proposes the following CDBG funded projects:

- Homeowner Housing Assistance (\$555,885) - Addresses Objectives 1, 2, 3 & 4 of the Affordable Housing Plan and Objective 1 & 2 of the Homeless Plan of Bryan's 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).
- Administration (\$171,041) - Expenses related to administration of CDBG and HOME programs.
- Public Service Agency Funding (\$128,281) - The following projects address Objective 1 of the Non-Housing Plan of Bryan's 2015-19 CP (Outcome objective code: suitable living environment, availability/accessibility).
 - Bryan Parks and Recreation Summer Camp Program (interdepartmental funding), \$35,000 - For eligible operating expenses including partial salaries, supplies, equipment, transportation and field trips. Offered in 5 Bryan low and moderate-income neighborhood parks, provides educational, social, and recreational activities to approximately 675 unduplicated clients. CDBG represents approximately 33% of this activity's funding.
 - MHMR of BV - Mary Jake Peer Support Center, \$32,715 - Provides for eligible expenses including salaries, utilities, maintenance, and supplies for a Peer Support Program estimated to serve 55 unduplicated clients. CDBG represents approximately 53% of activity's funding.
 - Voices for Children (Court Appointed Advocates) Program, \$19,755 - Provides for eligible expenses (staff salaries, and benefits, etc.). Program provides court appointed advocates for children in the child welfare systems of Texas. The program will serve an estimated 215 unduplicated clients. CDBG represents 3% of this activity's funding.
 - Catholic Charities Financial Stability Program, \$10,811 (plus \$10,621 from City of College Station for a total of \$21,432) - Provides for eligible expenses (staff salaries and benefits, rent, utilities, etc.). The program assists clients with rental and utility assistance, case management, referrals and education. The program will serve an estimated 340 unduplicated clients. CDBG will serve an estimated 340 unduplicated clients. CDBG represents 12% of this activity's funding.
 - Bryans Maternal and Child Health Clinic Prenatal Program, \$30,000 - Provides for eligible expenses, (staff salaries, medical equipment, etc.). Provides testing, physician exams, procedures, education, etc. for expectant mothers. The program will serve an estimated 630 unduplicated clients. CDBG represents 5% of this activity's funding.

HOME Projects: Relation to 2015-19 Consolidated Plan and Funds Leveraged Total HOME Allocation: \$272,717

An estimated \$60,000 in program income will also be available during the 2016 program year from the grants, with no program income from sub-recipients. Funds become available October 1, 2016. Funds are used for eligible housing programs. Funds 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 2016 AAP proposes the following HOME funded projects:

- Home Owner Housing Assistance (\$119,537.75) - 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).
- Down Payment Assistance/Acquisition (\$85,000) - 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).
- Community Housing Development Organizations (CHDO) (\$40,907.55) - Addresses Objectives 1, 3 and 4 of the Affordable Housing Plan and Objective 1 and 2 of the Homeless Plan of Bryan's CP with 1 CHDO (non-profit whose mission is affordable housing) activity targeted (Outcome objectives: decent housing/affordability).
- Administration (\$27,271.70) - No priority assigned.

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

A list of public meetings held during the current year to prepare the AAP are listed on the website below. Citizens wanting to comment on the plans and/or programs may do so during the Public Comment Period (June 27, 2016 through July 26, 2016) 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 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 12, 2016 council meeting, 6:00 PM, Council Chambers, Bryan Municipal Building, during the "Citizens to be Heard" portion of the agenda.

To comment or request information, call the Community Development Services Office at 979-209-5175 or visit the Office at 405 West 28th St., Room 138, or by mail at P.O. Box 1000, Bryan, TX 77805. 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 comentar o pedir información, llama a la oficina de los Servicios del Desarrollo Comunitario a 979-209-5175 o visita el oficina en 405 West 28th St. Habitación 138, o por correo a P.O. Box 1000, Bryan, TX 77805. 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 A 979-209-5002 POR LO MENOS 48 HORAS ANTES DEL TIEMPO PLANIFICADO DE LA REUNIÓN PARA QUE SU PETICIÓN PUEDA SER ACOMODADA.

For additional information, please contact, David Coleman at 979.764.3660.

Any request for sign interpretive services for the hearing impaired must be made 48 hours before the meeting. To make arrangements call 979.764.3547 or (TDD) 1.800.735.2989.

6-13-16

Categories of Eligible HOME Applicants and Application Processes

Homebuyer Down Payment Assistance (DAP) (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 and affordability requirements are imposed on rental and/or owner applicants. Where the City is the owner/seller, and/or where the City of Bryan's Down Payment Assistance Program (DAP) is used, all DAP Program requirements listed above apply. All applicable City development and RFP requirements also apply.

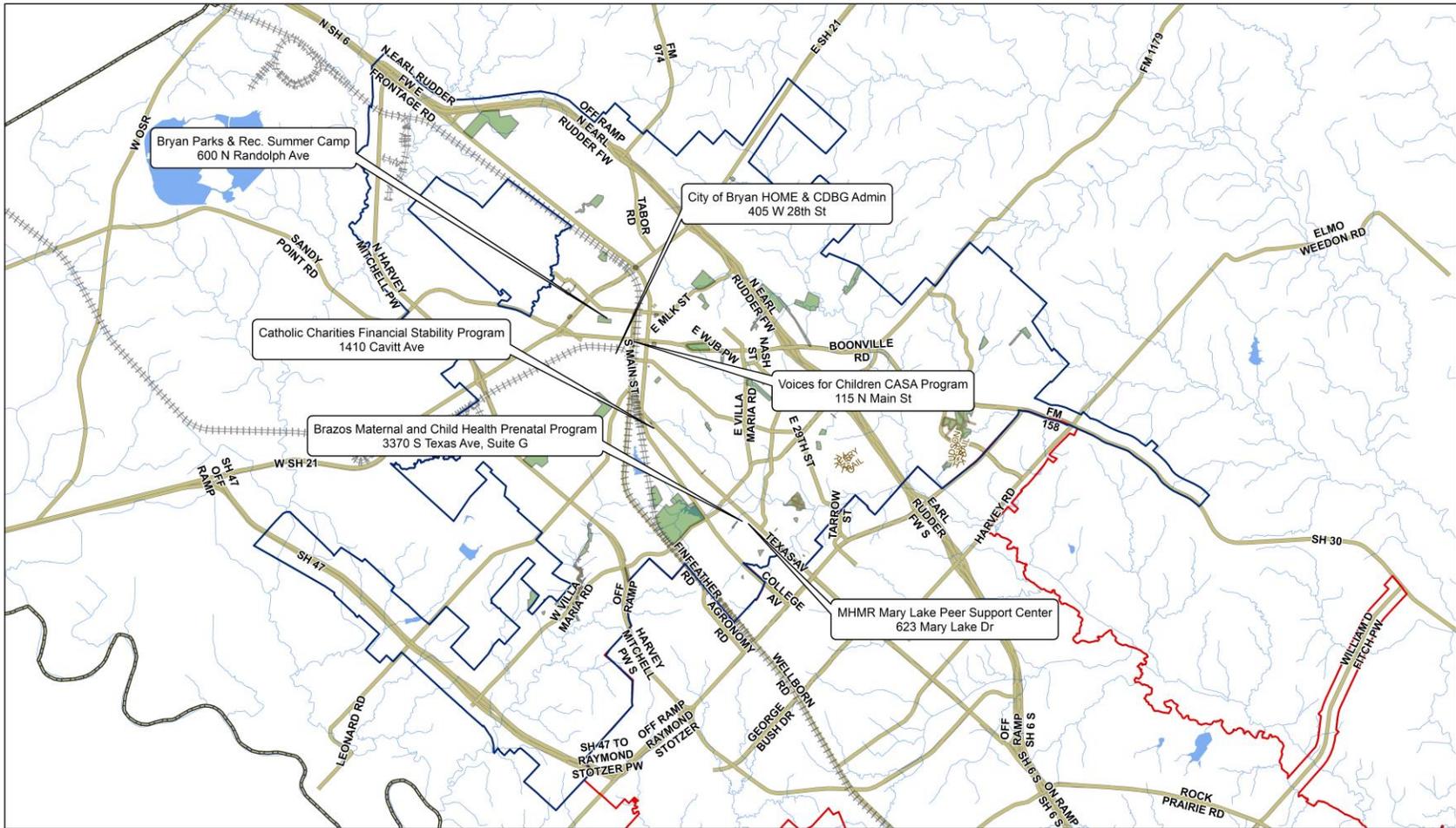
Information regarding the program, process, and available units is available at the Community Development Services Department office, the Department's website (<http://www.bryantx.gov/community-development/community-development-programs/>), in periodic advertisements through local media, at Community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

Community Housing Development Organization (CHDO) Program

A closed-application 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.

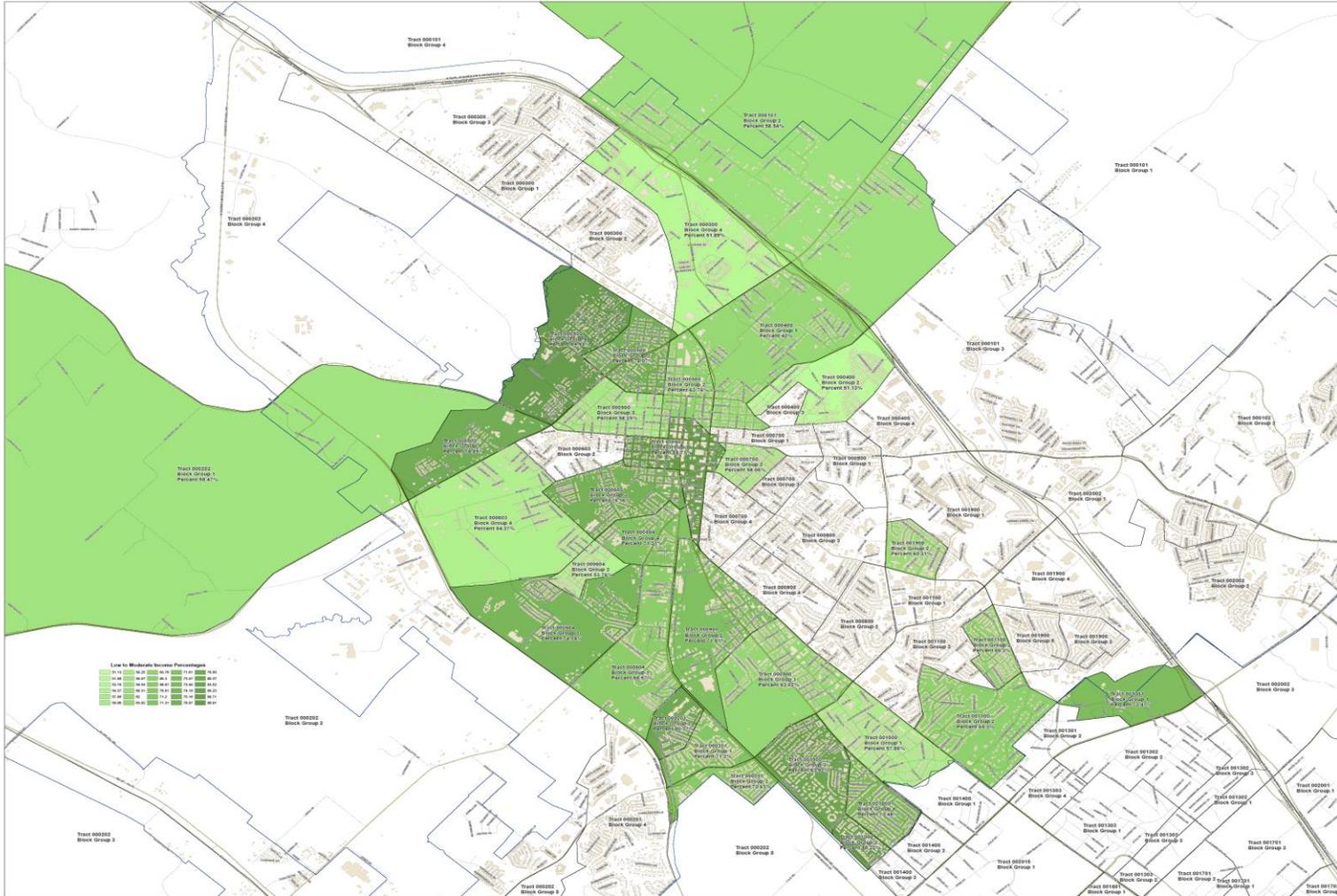
Homes are made available through the application process, and HOME Program beneficiary and affordability requirements are imposed on rental and/or owner applicants. Where the City of Bryan's Down Payment Assistance Program (DAP) is used, all DAP Program requirements listed above apply. All applicable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



2016-17 Administration and Public Service Agency Program Map

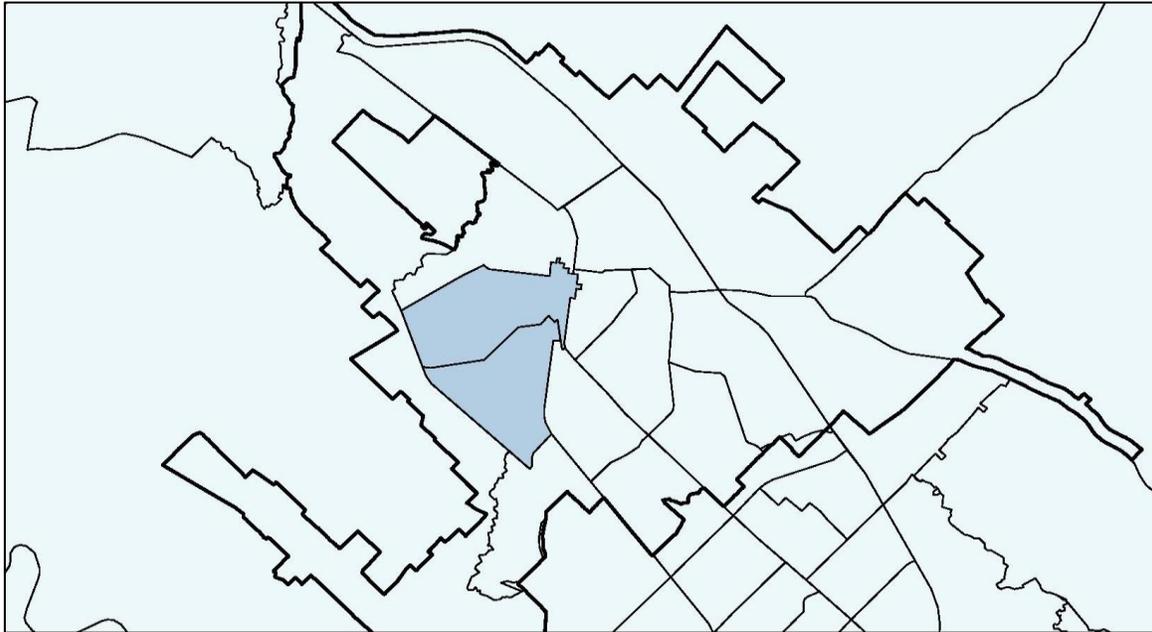




Low to Moderate Income Areas



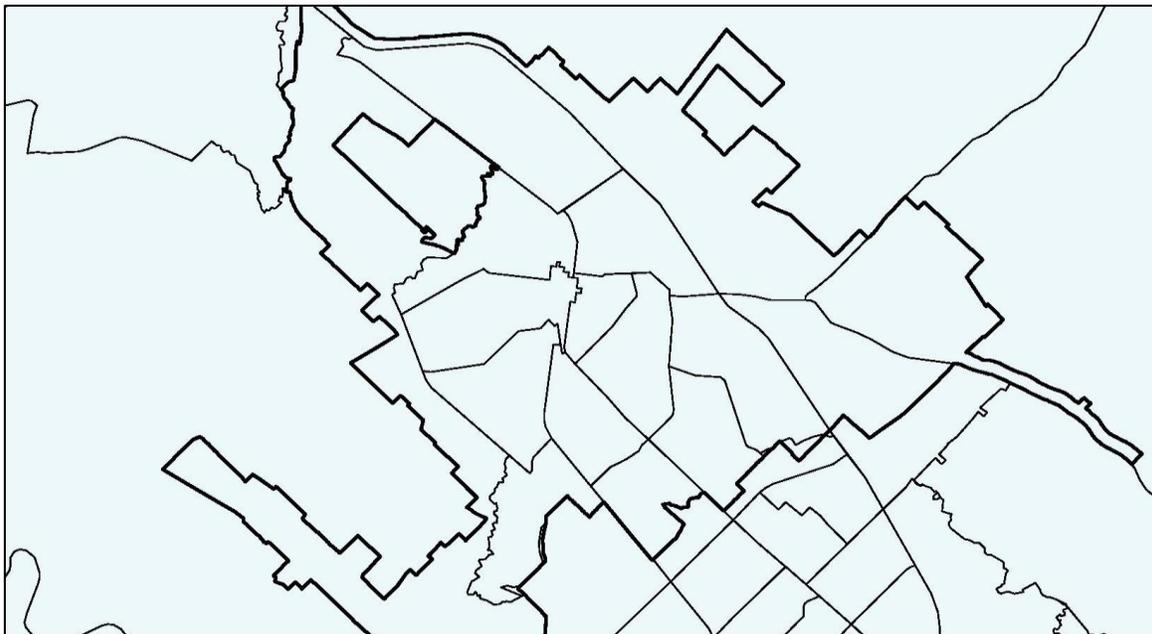
Census Tract - Where Hispanics Comprise over 50% of Population



July 13, 2015
 Override 1 **Hispanic Origin**
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="08/09/2016"/> | 4. Applicant Identifier: <input type="text"/> | |
| 5a. Federal Entity Identifier: <input type="text"/> | 5b. Federal Award Identifier: <input type="text" value="B-16-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 | | |
|---|---|--|
| * 9. Type of Applicant 1: Select Applicant Type: | | |
| <input type="text" value="C: City or Township Government"/> | | |
| Type of Applicant 2: Select Applicant Type: | | |
| <input type="text"/> | | |
| Type of Applicant 3: Select Applicant Type: | | |
| <input type="text"/> | | |
| * Other (specify): | | |
| <input type="text"/> | | |
| * 10. Name of Federal Agency: | | |
| <input type="text" value="U.S. Department of Housing and Urban Development"/> | | |
| 11. Catalog of Federal Domestic Assistance Number: | | |
| <input type="text" value="14.218"/> | | |
| CFDA Title: | | |
| <input type="text" value="Community Development Block Grant"/> | | |
| * 12. Funding Opportunity Number: | | |
| <input type="text" value="Not Applicable"/> | | |
| * Title: | | |
| <input type="text" value="Not Applicable"/> | | |
| 13. Competition Identification Number: | | |
| <input type="text"/> | | |
| Title: | | |
| <input type="text"/> | | |
| 14. Areas Affected by Project (Cities, Counties, States, etc.): | | |
| <input type="text"/> | <input type="button" value="Add Attachment"/> | <input type="button" value="Delete Attachment"/> |
| <input type="button" value="View Attachment"/> | | |
| * 15. Descriptive Title of Applicant's Project: | | |
| <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."/> | | |
| Attach supporting documents as specified in agency instructions. | | |
| <input type="button" value="Add Attachments"/> | <input type="button" value="Delete Attachments"/> | <input type="button" value="View Attachments"/> |

| 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="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 17. Proposed Project: | |
| * a. Start Date: | 10/01/2016 |
| * b. End Date: | 09/30/2017 |
| 18. Estimated Funding (\$): | |
| * a. Federal | 855,207.00 |
| * b. Applicant | 0.00 |
| * c. State | 0.00 |
| * d. Local | 0.00 |
| * e. Other | 0.00 |
| * f. Program Income | 19,000.00 |
| * g. TOTAL | 874,207.00 |
| * 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="text"/> | |
| <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="text"/> <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 | |
| <small>** 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.</small> | |
| 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: | <input type="text"/> |
| * Date Signed: | <input type="text"/> |

| 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="08/09/2016"/> | 4. Applicant Identifier: <input type="text"/> | |
| 5a. Federal Entity Identifier: <input type="text"/> | 5b. Federal Award Identifier: <input type="text" value="M-16-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: <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 | | | |
|--|------------------------------------|-----------------------------------|---------------------------------|
| * 9. Type of Applicant 1: Select Applicant Type: | | | |
| C: City or Township Government | | | |
| Type of Applicant 2: Select Applicant Type: | | | |
| | | | |
| Type of Applicant 3: Select Applicant Type: | | | |
| | | | |
| * Other (specify): | | | |
| | | | |
| * 10. Name of Federal Agency: | | | |
| U.S. Department of Housing and Urban Development | | | |
| 11. Catalog of Federal Domestic Assistance Number: | | | |
| 14.239 | | | |
| CFDA Title: | | | |
| HOME Investment Partnership Program | | | |
| * 12. Funding Opportunity Number: | | | |
| Not Applicable | | | |
| * Title: | | | |
| Not Applicable | | | |
| 13. Competition Identification Number: | | | |
| | | | |
| Title: | | | |
| | | | |
| 14. Areas Affected by Project (Cities, Counties, States, etc.): | | | |
| | Add Attachment | Delete Attachment | View Attachment |
| * 15. Descriptive Title of Applicant's Project: | | | |
| Programs to expand the supply of safe, decent and affordable housing for low to moderate income residents through public, private and non-profit partnerships. | | | |
| Attach supporting documents as specified in agency instructions. | | | |
| Add Attachments | Delete Attachments | View Attachments | |

| 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="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> | |
| 17. Proposed Project: | |
| * a. Start Date: | 10/01/2016 |
| * b. End Date: | 09/30/2017 |
| 18. Estimated Funding (\$): | |
| * a. Federal | 272,712.00 |
| * b. Applicant | 0.00 |
| * c. State | 0.00 |
| * d. Local | 0.00 |
| * e. Other | 0.00 |
| * f. Program Income | 60,000.00 |
| * g. TOTAL | 332,712.00 |
| * 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="text"/> | |
| <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="text"/> <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: | <input type="text"/> |
| * Date Signed: | <input type="text"/> |

CERTIFICATIONS

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

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

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 CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

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

Signature/Authorized Official

Date

Specific CDBG Certifications

The Entitlement Community certifies that:

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

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

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

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

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) _____ , _____ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
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.

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

Excessive Force -- It has adopted and is enforcing:

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 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

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

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

Signature/Authorized Official

Date

Title

•

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

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

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

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

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

Signature/Authorized Official

Date

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING:

A. 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