

- c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.**

Florida Statute 420.622 establishes the Florida Office on Homelessness within the Florida Department of Children and Families and the Florida Council on Homelessness, charging the former with developing the “coordination of policies and procedures relating to the discharge or transfer from the care or custody of State-supported or State-regulated entities for persons who are homeless or at risk for homelessness.” The local Hillsborough County Homeless Coalition has worked closely with publicly funded agencies, health care facilities, and other service providers to develop discharge plans and will continue to advocate for their implementation to ensure that persons will not be discharged into homelessness. Agencies include the Department of Corrections, Tampa Crossroads, Public Defender’s Office, Hillsborough County Sheriff’s Office, the City of Tampa Police Department, hospitals, and foster care agencies.

## COMMUNITY DEVELOPMENT

### Community Development

**1. Assessment of Relationship to CDBG Funds to Goals and Objectives:**

- a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.**

The City of Tampa identified two primary goals in the program year 2002 - 2006 Consolidated Plan.

**Goal 1:** The city will increase the opportunities for all its citizens to purchase or rent affordable, decent, safe, and sanitary housing by encouraging the rehabilitation, revitalization, and redevelopment of the existing housing stock in an effort to further stem the current rate of decline, extend the economic life of existing housing, and to build upon the positive aspects of existing neighborhoods.

**Goal 2:** The city will continue to encourage the planned development of new residential ideas that will provide the appropriate number and combination of single and multi-family housing units required to meet the needs of the existing housing deficient populations and the anticipated future residents of the city.

As a means to achieving these goals, the city ranked funding priorities and identified objectives. An overview of the outcomes for CDBG funded activities is provided below, categorized by priority and objective.

#### HOUSING PRIORITY

**Objective:** Use State and federal funds to provide low-cost down payment assistance to income-qualified buyers and to provide low-cost loans and grants to qualified owner-occupants for rehabilitation.

**Activity:** The CDC of Tampa Individual Development Account (IDA) Program was funded to provide homebuyer counseling and to provide a match to private funds to establish dedicated savings accounts for down payment assistance.

*Activity:* The Homebuyers Counseling Program provided counseling for 211 households during the reporting period.

Objective: Provide relocation assistance as required by the Federal Uniform Relocation Act, and emergency relocation assistance to families or individuals displaced by code enforcement activities and acts of nature.

*Activity:* The city provided temporary relocation assistance to 40 households during the reporting period.

Objective: Public Housing Needs

*Activity:* Renovations were funded and drawn using CDBG funds for the J.L. Young and Mary Bethune public housing complexes. 587 households residing in the complexes were assisted by this project.

*Activity:* The Belmont Heights HOPE VI Project expended CDBG funding for the provision of infrastructure.

*Activity:* The Oaks at Riverview HOPE VI Project expended CDBG funding for the provision of infrastructure, street lights, and earthwork.

#### ECONOMIC DEVELOPMENT PRIORITY

Objective: Promote economic opportunities for income-disadvantaged households and economically disadvantaged minority and women-owned small businesses.

Rehab; Publicly or Privately-Owned Commercial Property (Medium Priority).

*Activity:* The city awarded a contract to the West Tampa Community Development Corporation to administer the Façade Improvement Program. At the end of the reporting period, businesses to be assisted were being identified.

Economic Development Technical Assistance (High Priority).

*Activity:* The Hillsborough County Small Business Technical Assistance Program provided technical assistance to 214 businesses in the low-income target areas.

#### PUBLIC FACILITIES PRIORITY

Objective: Schedule and concentrate public infrastructure and supporting facilities and services to improve the quality of existing neighborhoods.

Public Facilities and Improvements (High Priority).

*Activity:* A Brighter Community Renovation provided for pre-school facility improvements (kitchen and bathroom) for 132 at-risk children from very low- to low-income families.

*Activity:* The Old Saint Mark's Community Aid Center Project was underway, nearing completion at the end of program year 2004.

PARKS AND RECREATIONAL FACILITIES PRIORITY

*Activity:* (High Priority) See pages 90 and 92 for complete list of projects.

PUBLIC SERVICE/HANDICAPPED SERVICES/SUBSTANCE ABUSE SERVICES PRIORITY

*Activity:* (High Priority) See pages 88 through 89 for complete list of projects.

TRANSPORTATION PRIORITY

*Activity:* (High Priority) See pages 93 through 94 for complete list of projects.

PLANNING PRIORITY

*Activity:* The Community Development Leadership Institute, a nonprofit training program implemented by LISC, provided financial and organizational capacity building instruction.

**b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.**

A discussion of activities accomplished is provided in the response to question 1-a above. Other activities were also underway at the end of the reporting period.

- An alternative site for the Tampa United Methodist Center's New Place Cultural Arts Center Renovation Project is currently being sought due to environmental issues. Once a site is determined, the project will commence.
- CDC-Urban Enterprise Center Project is underway. Completion is scheduled for December 31, 2006.
- The CDC-Micro Enterprise Loans Project is underway but without providing loans. This project has been modified to provide for business technical assistance.

**c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.**

All activities benefited persons at or below 80% of the Average Median Income (AMI). See pages 10 through 23 for complete list of projects.

**2. Changes in Program Objectives:**

**a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.**

No changes in program objectives occurred.

**3. Assessment of Efforts in Carrying Out Planned Actions:**

**a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.**

The city pursued all resources available to the grantee. For the fiscal year beginning October 1, 2004 (program year 2004), the City of Tampa used four U.S. Department of Housing and Urban Development (HUD) programs and one State program to address immediate needs:

- Community Development Block Grant XXX - \$4,505,000
- HOME Investment Partnerships Program - \$2,432,667 (Including ADDI)
- Emergency Shelter Grant Program - \$170,570
- Housing Opportunities for Persons With AIDS - \$2,389,000
- Program and Reprogrammed Income - \$3,195,006
  - CDBG - \$2,820,006
  - HOME - \$375,000
- State Housing Initiatives - \$2,368,546

**b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.**

The City of Tampa provided fifteen certifications of consistency with the Consolidated Plan. The applicants and their respective projects are provided below.

- Gulf Coast Jewish Family Services, Inc. (d.b.a. Gulf Coast Community Care) - Tampa Bay AIDS Network
- Gulf Coast Jewish Family Services, Inc. – Tampa Bay AIDS Network (TBAN)
- Housing Authority of the City of Tampa – “Apprentice” Job Programs for Self Sufficiency
- Housing Authority of the City of Tampa – Public Housing Family Self Sufficiency Coordinator
- Housing Authority of the City of Tampa – Tenant Based Rental Assistance
- Francis House, Inc. – Comprehensive Homeless Prevention Program for People with AIDS
- Catholic Charities, Diocese of St. Petersburg, Inc. – HOPWA Operating Costs for Project-Based Housing
- Catholic Charities, Diocese of St. Petersburg, Inc. – HOPWA Tenant-Based Rental Assistance
- Catholic Charities, Diocese of St. Petersburg, Inc. – Housing Counseling Program
- Agency for Community Treatment Services, Inc. (ACTS) – ACTS HOPWA Operations for Current Facilities/Homes
- Agency for Community Treatment Services, Inc. (ACTS) – Drew Park Transitional Housing
- Agency for Community Treatment Services, Inc. (ACTS) – Interbay Permanent Housing
- Agency for Community Treatment Services, Inc. (ACTS) – Supportive Services Only
- Homeless Coalition of Hillsborough County, Inc. – UNITY Information Network – HMIS
- Mental Health Care, Inc. – Safe Place

**c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.**

The city pursued all of the resources identified in the Consolidated Action Plan and certified consistency for local applicants for HUD funds. The city did not hinder achieving the Consolidated Plan goals through actions or willful inactions.

**4. For Funds Not Used for National Objectives:**

**a. Indicate how use of CDBG funds did not meet national objectives.**

The City of Tampa met national objectives.

**b. Indicate how did not comply with overall benefit certification.**

The City of Tampa complied with benefit certification.

**5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property.**

**a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.**

See c below.

**b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and references.**

See c below.

**c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.**

It is the policy of the City of Tampa to minimize the displacement of families and individuals from their homes and neighborhoods as a result of activities assisted with funds provided under the HOME Investment Partnerships and Community Development Block Grant programs. During the reporting period, relocation assistance was provided to any households who temporarily needed to vacate their homes during rehabilitation. No permanent displacements occurred and no property was acquired during the reporting period.

**6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons.**

**a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.**

**b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.**

**c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.**

N/A – The city's only LMJ activity is the Urban Enterprise Center Project. By the end of the reporting period, the city had entered into an agreement with the subrecipient, however, construction had not yet begun. Once construction is completed in December of 2006, the Corporation to Develop Communities of Tampa, Inc. will lease the call center space to Telesis, Inc. The city will report the LMJ activity at that time.

**7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low- and moderate-income benefit:**

- a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.**

A Brighter Community Day Care Renovation was a Low/Moderate Limited Clientele Activity that did not fall within a presumed limited clientele category. In order to demonstrate that the activities benefited a limited clientele at least 51% of whom were low- and moderate-income, household income verifications were made for each family whose child attended the day care.

**CDBG FINANCIAL SUMMARY**  
**PROGRAM INCOME LOANS & RECEIVABLES,**  
**RECONCILIATION OF FUNDS**

The Reconciliation of Funds on page 66.

**8. Program Income received:**

- a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.**

Total program income to revolving funds: \$0.00

- b. Detail the amount repaid on each float-funded activity.**

Float-funded activities: \$0.00

- c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.**

Other loan repayment by category: \$0.00

- d. Detail the amount of income received from the sale of property by parcel.**

Income received from sale of property: \$0.00

**9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:**

- a. The activity name and number as shown in IDIS;**

See b. below

- b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;**

Reimbursement made for disallowed cost:

1999/IDIS Activity #0979 Additional Redevelopment Activities	\$ 3,118.51
2002/IDIS Activity #1657 Challenge Fund Loan Guarantees	96,829.92
2002/IDIS Activity #2181 Neighborhood Redevelopment	9,056.24
2003/IDIS Activity #1946 Additional Redevelopment Activities	13,081.49

**c. The amount returned to line-of-credit or program account; and**

See d below

**d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.**

Prior Period Adjustments \$ 122,085.16

**10. Loans and other receivables:**

**a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.**

Float-funded activities outstanding as of end of the reporting period: \$0.00

**b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.**

See c below.

**c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.**

Total number of loans outstanding and principal balance owed as of end of reporting period:

Single-unit housing rehab. loans outstanding	658
principal balance	\$ 9,908,542.89
Section 108 Loan (2)	\$0.00

If the borrower does not remain owner-occupant, or if all or any part of the property or an interest therein is rented, leased, sold, or transferred by borrower without lender's prior written consent, lender may at lender's option declare all the sums secured by this note to be immediately due and payable.

See Portfolio Status Report Appendix A.

**d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.**

Number and amount of loans in default and for which the balance was forgiven or written off during the reporting period:

7 loans forgiven/written off totaling	\$ 49,612.25
---------------------------------------	--------------

See Portfolio Status Report Appendix B.

- e. **Provide a list of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.**

Parcels acquired or improved with CDBG funds that are available for sale as of end of reporting period:

See Parcels list, Appendix C.\*

\* This report is not complete. The information requested here in HUD's CPMP software package is the first time the city has had to address this question. The city will forward a complete list as soon as it is formalized.

### **11. Lump sum agreements**

Lump Sum drawdown agreement: None

- a. **Provide the name of the financial institution.**

N/A

- b. **Provide the date the funds were deposited.**

N/A

- c. **Provide the date the use of funds commenced.**

N/A

- d. **Provide the percentage of funds disbursed within 180 days of deposit in the institution.**

N/A

**RECONCILIATION OF FUNDS**

Unexpended balance shown on GPR: \$6,527,580.13

Reconciling items:

Add:	LOC balance	\$5,927,926.08
	Funds requested/not received	\$ 0.00
	Cash on hand:	\$ 300,000.00
	Grantee program account	\$ 0.00
Deduct:	Grantee CDBG liabilities	0
	Subrecipient CDBG liabilities	<u>0</u>

Total Reconciling Balance \$6,227,926.08

Unreconciled Difference \* \$299,654.05

CALCULATION OF BALANCE OF UNPROGRAMMED FUNDS: N/A

\* EXPLANATION OF UNRECONCILED DIFFERENCE:

The City of Tampa is working with HUD to resolve the unreconcilable difference. The cause of this amount is being researched and we will be working together to resolve the differences in a timely manner.

CALCULATION OF BALANCE OF UNPROGRAMMED FUNDS:

Add:	Funds available during report period	\$ 14,069,991.97
	Program income expected to be realized but not yet received	<u>0</u>

Subtotal \$14,069,991.97

Deduct: Total budgeted amount <11,132,119>

Unprogrammed Balance \$ 2,937,872.97

**12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year:**

- a. Identify the type of program and number of projects/units completed for each program.

Type of Program	# of Units Completed	Fund Source	\$ Expended in PY2004
<b>Public Housing Modernization</b>			
PY2003 Mary Bethune Renovation	145	CDBG	\$ 100,000
PY2003 JL Young Renovation	442	CDBG	400,000
PY2004 JL Young Renovation	442	CDBG	500,000
<b>Private Housing Modernization</b>			
PY2004 Senior Citizens Emergency Repairs	273	CDBG	127,169
PY2004 Senior Citizens Roof Repairs	54	CDBG	225,693
PY2004 Senior Citizens Plumbing Repairs	258	CDBG	105,028
<b>TOTALS</b>	<b>1,614</b>		<b>\$1,457,890</b>