

**FORT BEND COUNTY, TEXAS**

**FY 2017  
CONSOLIDATED ANNUAL ACTION PLAN**

**SEPTEMBER 1, 2017 - AUGUST 31, 2018**

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME PROGRAM  
EMERGENCY SOLUTIONS GRANT PROGRAM**



**COMMUNITY DEVELOPMENT DEPARTMENT  
301 Jackson Street  
Suite 602  
Richmond, Texas 77469  
(281) 341-4410**

Robert E. Hebert  
Vincent Morales, Commissioner  
Grady Prestage, Commissioner  
Andy Meyers, Commissioner  
James Patterson, Commissioner

County Judge  
Precinct 1  
Precinct 2  
Precinct 3  
Precinct 4

## **Executive Summary**

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

#### **1. Introduction**

Each year the County must submit a Consolidated Annual Action Plan to discuss the activities Fort Bend County will undertake to address priority needs and local objectives with the anticipated resources it will receive during the program year. These resources include the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG) Programs and other U.S. Department of Housing and Urban Development (HUD) programs, as well as, all local resources it will receive and/or allocate to these activities. The Annual Action Plan also includes the Standard Form 424 for the County's CDBG, HOME, and ESG Programs, program certifications, and other required HUD documentation.

#### **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.

Fort Bend County will receive \$2,393,772 in FY 2017 Community Development Block Grant (CDBG) Program funds from HUD. The County will receive \$498,535 in HOME Investment Partnerships (HOME) Program funds and \$205,712 in Emergency Solutions Grant (ESG) Program funds directly from the U.S. Department of Housing and Urban Development (HUD) for program year 2017 (September 1, 2017 to August 31, 2018). The projects to be funded in FY 2017 are listed below by funding source.

CDBG: \$1,414,420 in public facility/improvements; \$253,547 in public services; \$255,805 in housing; \$470,000 in administration.

HOME: \$373,901 FBC Housing Rehabilitation Program; \$74,781 CHDO set-aside; \$49,853 in administration.

ESG: \$107,526 for emergency shelter operations and services; \$82,758 for rapid rehousing, housing prevention and stabilization services; \$15,428 for administration.

### **3. Evaluation of past performance**

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

The County's FY 2016 program year ends on August 31, 2017 and FY 2017 begins on September 1, 2017. The FY 2017 Consolidated Annual Action Plan is the third year of the 2015 Consolidated Plan. A review of the second year activities will not be available until November 2017, with the submission of the FY 2016 Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. There were several five (5) year goals and objectives that were not addressed in the FY 2015, 2016, and 2017 Annual Action Plans. These goals remain to be addressed in future Annual Action Plans.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Fort Bend County published public notices on the County's website and in a newspaper of general circulation during the planning process announcing the dates and times of public meetings, a public hearing and the availability of the FY 2017 Request for Proposals for the CDBG, HOME, and ESG Programs. According to Fort Bend County's regular schedule, the FY 2017 Consolidated Annual Action Plan was due to HUD on July 18, 2017.

In December of 2016, HUD's Community Planning and Development (CPD) Notice 16-18 stated that any grantee with a program year start date prior to, or up to 60 days after, HUD's announcement of the FY 2017 formula program funding allocations was advised not to submit its consolidated plan or action plan until the FY 2017 formula allocations had been announced. With the enactment of a FY 2017 appropriations act, HUD issued revised procedures to govern the submission and review of action plans for FY 2017 funding, in May of 2017. The regulations at 24 CFR 91.105 and 91.115 describe the standards for citizen participation plans applicable to the CPD programs. Of immediate concern were the provisions in 24 CFR 91.105(a)(4) and 91.115(a)(4) that require grantees to provide a period of not less than 30 days, during which citizens may review and comment on the FY 2017 consolidated plan or action plan prior to its implementation. According to 24 CFR 91.15(a) (2), HUD cannot accept a plan submission later than August 16, 2017. Thus, the timing of the enactment of the FY 2017 appropriations act left insufficient time for grantees to complete the pre-submission citizen participation publication and comment process before the August 16, 2017 deadline. HUD determined that a minimum fourteen (14) day calendar public comment period was acceptable under the circumstances and waived the 30-day comment period. Fort Bend County's fourteen (14) day comment period was from July 6, 2017 to July 19, 2017.

## **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.

Only one written comment was received during the development of the FY 2017 Consolidated Annual Action Plan. The Fresno Volunteer Fire Department submitted a Community Development Needs survey stating that the Arcola/Fresno community needed a new fire station. Two written inquiries were submitted requesting CDBG Project eligibility determinations. All comments were accepted (See Appendix A).

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

All comments were accepted. (See Appendix A)

## **7. Summary**

Fort Bend County will receive \$2,393,772 in FY 2017 CDBG, \$498,535 in HOME and \$205,713 in ESG Program funds directly from HUD for program year 2017 (September 1, 2017 to August 31, 2018).

## 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	FORT BEND COUNTY	Fort Bend County Community Development Department
HOME Administrator	FORT BEND COUNTY	Fort Bend County Community Development Department
ESG Administrator	FORT BEND COUNTY	Fort Bend County Community Development Department

Table 1 -- Responsible Agencies

### Narrative (optional)

The Fort Bend County Community Development Department (FBCCDD) was created by Fort Bend County Commissioners Court in 1992 to administer the Community Development Block Grant (CDBG) program for the County. The CDBG program was authorized under Title I of the Housing and Community Development Act of 1974. For a county to receive CDBG program funds directly from the U.S. Department of Housing and Urban Development (HUD), the combined population in both the unincorporated and incorporated areas, which entered into an interlocal agreement with the county, must be at least 200,000 persons. The 1990 Census indicated that Fort Bend County's population increased to more than 200,000 persons. As a result, Fort Bend County was designated as an urban county by HUD and was entitled to receive CDBG Program funds directly from HUD. In 1994, Fort Bend County became a participating jurisdiction for the HOME Program and was entitled to receive HOME Program funds directly from HUD. In 1995, Fort Bend County became an Emergency Shelter Grant (ESG) Entitlement Area and received ESG Program funds directly from HUD. In 2004, Fort Bend County became a PJ for the American Dream Downpayment Initiative Program and received allocations of FY 2003 and FY 2004 ADDI Program funds. The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) amended the McKinney-Vento Homeless Assistance Act, including major revisions to the Emergency Shelter Grant (ESG) Program, now the Emergency Solutions Grant (ESG) Program. During FY 2011, the U.S. Department of Housing and Urban Development (HUD) implemented the transition to the Emergency Solutions Grant Program for FY 2012. The Fort Bend County Community Development Department is the lead agency in the Consolidated Planning Process required by HUD. The service area for the Fort Bend County FY 2017 Consolidated

Annual Action Plan includes the unincorporated areas of the County and the incorporated areas of Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. The County's service area does not include the cities of Houston, Katy, Missouri City, Simonton, Sugar Land or Weston Lakes.

#### **Consolidated Plan Public Contact Information**

Fort Bend County Community Development Department, 301 Jackson Street, Suite 602 Richmond, Texas 77469 (281) 341-4410 Website: [fortbendcountytx.gov](http://fortbendcountytx.gov)

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

### **1. Introduction**

For FY 2017, the service area for Fort Bend County will include the unincorporated areas of the County and the incorporated areas of Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. The County's service area does not include the cities of Houston, Katy, Missouri City, Simonton, Sugar Land or Weston Lakes located within the County. As an urban county, Fort Bend County coordinates and consults with most of the incorporated areas/cities/towns in the County including Sugar Land and Missouri City.

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

The staff of the Fort Bend County Community Development Department will continue to work with other County departments, local governments, non-profits, neighborhood groups, and interested individuals to improve communication, consultation, and coordination among groups. The department also maintains a mailing list of individuals and organizations interested in various housing and community development issues.

The department will continue to provide information to interested individuals and organizations, and to work with groups with similar interests in the development of projects. The public and assisted housing providers include the Rosenberg Public Housing Authority, FB CORPs and FB Habitat for Humanity. The private and governmental health, mental health and services agencies include the Fort Bend County Social Services Department, the Fort Bend County Behavioral Health Services, and Texana Mental Health.

In addition, the staff of the FBC Community Development Department regularly attends monthly meetings of Fort Bend Connect. This group is a community networking group that includes members from a wide variety of organizations that strive to address multiple health and human services needs in Fort Bend County.

#### **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 FY 2017, the County in coordination with the Continuum of Care will address the needs of homeless persons and persons at risk of homelessness. The County used the standardized ESG guidelines in the FY 2017 ESG RFP. The County will provide funding for emergency shelter operations and services to the FBC Women's Center and the Parks Youth Ranch. The FBCWC provides assistance to

women and children who are victims of domestic violence. The Parks Youth Ranch provides assistance to homeless youth. The County also will allocate FY 2017 ESG Program funds for Rapid Re-Housing and Homelessness Prevention during FY 2017.

**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**

During FY 2017, the County will continue to work with the service providers implementing the ESG Rapid Re-housing and Homeless Prevention assistance to increase their capacity to provide services to program participants. In addition, the County also will work with the Coalition for the Homeless Houston/Harris County to implement the centralized and/or coordinated assessment system required by the ESG Program regulation and improve participation in the HMIS by County service providers. Fort Bend County CDD staff participate in monthly workgroup meetings regarding ESG and Rapid Re-Housing Expansion Planning along with representatives of the Cities of Houston and Pasadena and Harris County. This group established the Continuum-wide ESG program guidelines and standards. In addition, the FBC Community Development Department Director serves on the Coalition for the Homeless Houston/Harris County/Fort Bend County's Steering Committee.

During the latter part of FY 2016, the Coalition started a United Way Fort Bend Homeless Network Workgroup. This group meets quarterly. In addition, the Coalition is starting a FB Homeless Prevention Workgroup. Amber Passo, the Coalition's Project Manager for Fort Bend County also has started conducting homelessness assessments on Tuesdays and Thursdays at various homeless and social service providers in Fort Bend County such as Fort Bend County Social Services, Salvation Army and Katy Christian Ministries.

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



**Table 2 – Agencies, groups, organizations who participated**

1	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p><b>COALITION FOR THE HOMELESS OF HOUSTON/HARRIS COUNTY</b></p> <p>Services - Housing Services-homeless Services - Victims</p> <p>Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy</p> <p>Fort Bend County representatives participate in monthly workgroup meetings regarding ESG and Rapid Re-Housing Expansion Planning along with representatives of the Cities of Houston and Pasadena and Harris County. This group established and updates the Continuum-wide ESG program guidelines and standards. The FBC Community Development Department Director serves on the Coalition for the Homeless Houston/Harris County/Fort Bend County Steering Committee.</p>
2	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p> <p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Attach Poverty</p> <p>Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless</p> <p>Anti-poverty Strategy</p>

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Ms. Pickens was interested in receiving funding for some of the organizations programs. She met with Community Development Department staff and attended the March 22, 2017 meeting. Attack Poverty did not submit a project proposal for FY 2017.</p>
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### Identify any Agency Types not consulted and provide rationale for not consulting

During the development of the FY 2017 Consolidated Annual Action Plan the staff of the FBC Community Development Department has continual communication with current of existing housing, social service agency and local government subrecipients. The Department also receives inquiries regarding the availability of CDBG, HOME and ESG Program funds from various housing and social service organizations and local governments through the program year. During FY 2017, new requests for information and/or RFPs were received from the Englewood HOA, Abigail's Place, Ms. B. Sanders with the Lamar Consolidated Independent School District, Money Management International, United Leadership Alliance, and Ms. Elizabeth Jacque. Organizations will not apply for federal funds because of the various regulations that must be followed given their specific programs. Small organizations often do not have the organizational capacity to carry-out their programmatic responsibilities in addition to the extra burden of federal eligibility, reporting and record-keeping requirements. Other organization's service areas do not align with the County's service area and they chose not to apply for funding.

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Coalition for the Homeless Houston Harris County	The CoC plan, A Road Home, continues to be used in reviewing the County's goals to address the needs of homeless persons and families and persons and families at risk of homelessness and in coordinating funding efforts.
City of Kendleton 20-Year Growth Plan	City of Kendleton	This plan addresses the current and future needs of the Kendleton Community. Goal 8 Utilities addresses the future utility needs including upgrading and expanding existing water and sewer systems and assuring proper maintenance of services.

**Table 3 – Other local / regional / federal planning efforts**

Narrative (optional)

Annual Action Plan  
2017

10

## **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 development of the FY 2017 Fort Bend County Consolidated Annual Action Plan began in January of 2017. The County published a public notice on Wednesday, January 26, 2017 regarding the availability of the FY 2017 Requests For Proposals (RFPs) and the date of public meetings. The FY 2017 CDBG, HOME and ESG Request for Proposals (RFPs) were emailed and mailed out on February 5, 2017. The County maintains a mailing list of individuals, non-profit organizations, and local governments interested in various housing and community development issues. These individuals, organizations, and local governments are emailed or mailed the requests for proposals (RFPs) they requested. In addition, the department also emails and mails out notices of meetings, workshops, and conferences that provide information and training on various issues. In addition, the County published a public notice on February 1, 2017 and February 8, 2017 announcing a Public Hearing on Tuesday, February 28, 2017.

A public meeting was held on Wednesday, February 22, 2017 to obtain public comments regarding community needs and the allocations of funds. A Proposers Meeting was held on Wednesday, March 22, 2017 at the William B. Travis Building 301 Jackson Street, 1st Floor Meeting Room, Richmond, Texas to inform the public of anticipated funding levels and to measure community needs and to discuss the County's FY 2017 CDBG, HOME and ESG Request for Proposals (RFPs) and to answer questions from interested organizations and local governments. The deadline for the submission of RFPs was 3:00 p.m. on Friday, March 31, 2017.

The County received fifteen (15) proposals from organizations and local governments, totaling \$2,010,201.20 in CDBG Program funding requests and \$107,526 in ESG Program funding requests. The County did not receive any requests for HOME Program funds. A public meeting was held on July 13, 2017 at 10 a.m. at the William B. Travis Building 301 Jackson Street, 1st Floor Meeting Room, Richmond, Texas to receive public comments regarding the draft FY 2017 Consolidated Annual Action Plan. During the fourteen-day public review period from July 6, 2017 to July 19, 2017, draft copies of Fort Bend County's Consolidated Annual Action Plan were available for review at the office of Fort Bend County Community Development Department. The Fort Bend County Commissioners Court approved the FY 2017 Consolidated Annual Action Plan on July 25, 2017. Any written comments received during the development of the FY 2017 Consolidated Annual Action Plan process will be included in Appendix A: Summary of Citizen Comments.

### 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	Newspaper Ad	Non-targeted/broad community	First Notice (January 26, 2017) placed notifying public of availability of Request For Proposals (RFPs) and public meetings. Public Notice (February 1 and 8, 2017) placed notifying public of public hearing to be held on February 28, 2017.	No comments received.		
2	Newspaper Ad	Non-targeted/broad community		No comments received.		

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)
3	Public Meeting	Non-targeted/broad community	Residents from the Aliana, Greatwood, Lakemont and other subdivisions attended the February 22, 2017 meeting to complain about a LIHTC project that was proposed to State of Texas by a private developer.	Most of the residents in attendance said that the LIHTC project did not need to be located close to their homes since the project would lower their property values since the people in the project were low income.	The Director explained the the FBC Consolidated Annual Action Plan did not include LIHTC projects.	
4	Public Hearing	Non-targeted/broad community	The February 28, 2017 Public Hearing was held during regularly scheduled Commissioners County Meeting.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Meeting	Non-targeted/broad community Proposer's Conference	The March 22, 2017 Public Meeting was attended by organizations and local governments interested in submitting projects and programs for FY 2017 program funds.	Most of the comments received were questions regarding completing the RFP forms, deadlines, and eligibility issues.	All comments accepted	
6	Newspaper Ad	Non-targeted/broad community	July 6, 2017 public notice announcing fourteen (14) day comment period and public meeting on July 13, 2017.	No comments received		
7	Public Meeting	Non-targeted/broad community	July 13, 2017 public meeting was held in the Travis Building, First Floor Meeting Room.	No comments received.		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

Fort Bend County expects \$2,393,772 in FY 2017 CDBG, \$498,535 in FY 2017 HOME, and \$205,712 in FY 2017 ESG Program funds.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,393,772	0	0	2,393,772	0	\$2,393,772 in FY 2017 CDBG Program funds included \$1,414,420 in public improvements; \$253,547 in public services and \$255,805 in housing.



Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	498,535	0	0	498,535	0	\$373,901 for Housing Rehabilitation; \$74,781 for CHDO Set-aside; and \$49,853 for Program Administration

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$	
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	205,712	0	0	205,712	\$107,526 for Emergency Shelter operations and services; \$82,753 for Rapid ReHousing/Homelessness Prevention; and \$15,428 for Program Administration

Table 5 - Expected Resources – Priority Table

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

CDBG: Fort Bend County encourages the leveraging/matching of funds for CDBG Program funds. In the proposal review process, Fort Bend County gives proposals with leveraged/matching funds points based on the percentage of matching or leveraged funds to total project costs. Each applicant must describe how matching funds for their proposed project will be provided and provide proof of match funds through letters of commitment. During FY 2017, **\$2,605,173.29** in leveraged/match funds will be provided by CDBG subrecipient projects.

HOME: The use of HOME Program funds requires a match of local or private funds of twenty-five percent. The County issued an RFP for the FY 2017 HOME Program funds. No proposals were submitted for the FY 2017 HOME Program funds. The FY 2017 HOME Program funds will be committed to only one activity, the County's Housing Rehabilitation Program. Match for the Housing Rehabilitation Program will be provided through Fort Bend County General Revenue Funds. The CHDO set-aside also requires a match. The match will have to be provided by the applicant for those CHDO funds.

ESG: The Emergency Solutions Grant (ESG) Program funds require a one-hundred percent match. During the RFP process, each applicant for ESG Program funds must describe how matching funds for their proposed project will be provided. The projects awarded FY 2017 ESG Program funds have all provided match. During FY 2017, **\$276,413.29** in match funds will be provided by ESG subrecipient projects.

**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 CDBG Program is administered from the FBC County Travis Building, 301 Jackson Street, Suite 602, Richmond, Texas. Publicly owned property will be used for the public infrastructure projects in Arcola, Kendleton, Richmond, Rosenberg, and MUD 19. The Fort Bend Seniors lease space in the County's Bud O'Sheiles Community Center, 1330 Band Road in Rosenberg, to provide services to the elderly residents of the Richmond-Rosenberg area. The Fort Bend CORPs rents office space from the County on Blume Road. The Literacy Council uses FBC libraries for some of its tutoring sessions. No other FY 2017 CDBG Projects will use publicly owned property during FY 2017.

HOME: No publicly owned property will be assisted with the FY 2017 HOME Program funds. The HOME Program and the County's Housing Rehabilitation Program are administered from the 301 Jackson Street office.

ESG: The ESG Program is administered from the Jackson Street office. No FY 2017 ESG Projects will use public property during FY 2017 at the time of this report.

**Discussion**

During FY 2017, Fort Bend County will receive \$3,098,019 directly from HUD. During the development of the FY 2017 Fort Bend County Consolidated Annual Action Plan, the County was informed that it was eligible for \$17,022,677 in Community Development Block Grant Disaster Recovery (CDBG-DR) Program funds from the State of Texas. The CDBG-DR Program funds are for damage as a result of two disasters in 2016. The first disaster from April 18-22, 2016 is referred to as the Tax Day Floods. This disaster caused flash, street, and river flooding along the Brazos and San Bernard Rivers. The County was included in Presidential Disaster Declaration DR-4269. The second disaster, the Memorial Day Flood occurred from May 27 to June 10, 2016. The County experienced record breaking flooding along the Brazos River. The County was included in Presidential Disaster Declaration DR-4272. The County submitted a CDBG-DR application to the State of Texas General Land Office (GLO) in July of 2017. Fort Bend County also submitted an application to the Federal Emergency Management Agency (FEMA) for disaster assistance. During FY 2017, the staff of Fort Bend County will administer parts of the CDBG-DR and FEMA disaster program funds.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Decent Housing (DH) 2.1	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: Homeowners	CDBG: \$0	Homeowner Housing Rehabilitated: 10 Household Housing Unit
2	Decent Housing (DH) 2.2	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: Homeowners	CDBG: \$231,000	Homeowner Housing Rehabilitated: 35 Household Housing Unit
3	Decent Housing (DH) 3.3	2015	2020	Homeless	Fort Bend County Service Area	Homeless	CDBG: \$36,000 HOME: \$0 ESG: \$107,526	Homeless Person Overnight Shelter: 100 Persons Assisted
4	Decent Housing (DH) 3.4	2015	2020	Homeless	Fort Bend County Service Area	Homeless	CDBG: \$0 HOME: \$0 ESG: \$0	Homeless Person Overnight Shelter: 0 Persons Assisted
5	Decent Housing (DH) 4.3	2015	2020	Affordable Housing Non-Homeless Special Needs	Fort Bend County Service Area	Housing: Homeowners	CDBG: \$0 HOME: \$0 ESG: \$0	Homeowner Housing Rehabilitated: 2 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Suitable Living Environment (SLE) 1.3	2015	2020	Non-Housing Community Development	Fort Bend County Service Area	Public Facilities/Improvements	CDBG: \$1,290,400 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1000 Persons Assisted
7	Suitable Living Environment (SLE) 2.1	2015	2020	Non-Housing Community Development	Fort Bend County Service Area	Public Services: Special Needs Elderly	CDBG: \$40,000 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
8	Suitable Living Environment (SLE) 2.3	2015	2020	Non-Housing Community Development	Fort Bend County Service Area	Public Services: Special Needs Illiterate Persons	CDBG: \$39,690 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
9	Suitable Living Environment (SLE) 2.4	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Disabled	CDBG: \$34,000 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
10	Suitable Living Environment (SLE) 2.5	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Abused Children	CDBG: \$37,954 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted
11	Suitable Living Environment (SLE) 2.6	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Elderly Public Services: Special Needs Disabled	CDBG: \$66,000 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 30 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
12	Economic Development (ED) 1.1	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Illiterate Persons	CDBG: \$0 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted
13	Decent Housing (DH) 1.3	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: CHDO	ESG: \$74,781	Other: 0 Other
14	Decent Housing (DH) 3.2	2015	2020	Homeless	Fort Bend County Service Area	Homeless Housing: Renters	ESG: \$40,000	Tenant-based rental assistance / Rapid Rehousing: 2 Households Assisted
15	Decent Housing (DH) 3.6	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: Renters	ESG: \$42,758	Homelessness Prevention: 2 Persons Assisted

Table 6 – Goals Summary

#### Goal Descriptions

1	Goal Name	Decent Housing (DH) 2.1
	Goal Description	DH 2.1: Provide owner-occupied rehabilitation assistance to fifty (50) extremely-low, very-low, and low-income households (10 households/housing units per year)
2	Goal Name	Decent Housing (DH) 2.2
	Goal Description	DH 2.2: Provide housing repairs including roofs, minor repairs and septic tanks to one hundred (100) extremely-lowm very-low, and low-income owner-occupied housing units. (20 households/housing units)
3	Goal Name	Decent Housing (DH) 3.3
	Goal Description	DH 3.3: Provide operating funds to two (2) homeless shelters.

4	<b>Goal Name</b>	Decent Housing (DH) 3.4
	<b>Goal Description</b>	DH 3.4: Provide essential or supportive services to at least fifty (5) homeless persons. (10 persons per year) Note: same FY 2017 CDBG and ESG Program funds as DH 3.3. Information only added once to avoid double counting.
5	<b>Goal Name</b>	Decent Housing (DH) 4.3
	<b>Goal Description</b>	DH 4.3: Repair or rehabilitate then (10) housing units for accessibility purposes especially elderly persons and persons with disabilities. (2 housing units/households) Note: These beneficiaries will be subset of Housing Rehabilitation Program and FB CORPs Housing Repair Program.
6	<b>Goal Name</b>	Suitable Living Environment (SLE) 1.3
	<b>Goal Description</b>	SLE 1.3: Water and/or sewer improvements in at least five (5) communities.
7	<b>Goal Name</b>	Suitable Living Environment (SLE) 2.1
	<b>Goal Description</b>	SLE 2.1: Provide meals to at least one-hundred (100) extremely-low, very-low, and low-income persons. (20 persons per year)
8	<b>Goal Name</b>	Suitable Living Environment (SLE) 2.3
	<b>Goal Description</b>	SLW 2.3: Provide assistance to 500 illiterate persons. (100 persons per year).
9	<b>Goal Name</b>	Suitable Living Environment (SLE) 2.4
	<b>Goal Description</b>	SLE 2.4: Provide support or recreational services to fifty (50) handicapped or disabled persons. (10 persons per year)
10	<b>Goal Name</b>	Suitable Living Environment (SLE) 2.5
	<b>Goal Description</b>	SLE 2.5: Provide services to one-hundred (100) abused and/or neglected children. (20 children per year)



11	Goal Name	Suitable Living Environment (SLE) 2.6
	Goal Description	SLE 2.6: Provide case management and other related services to twenty-five (25) incapacitated and/or elderly persons. (5 persons per year)
12	Goal Name	Economic Development (ED) 1.1
	Goal Description	ED 1.1: Provide assistance to 500 illiterate persons in the County. (100 persons per year) Note: ED 1.1 same as SLE 2.3.
13	Goal Name	Decent Housing (DH) 1.3
	Goal Description	DH 1.3: Assist one (1) neighborhood-based group in becoming in CHDO for the HOME Program.
14	Goal Name	Decent Housing (DH) 3.2
	Goal Description	DH 3.2: Provide rental assistance for five (5) homeless persons. (1 person/housing unit per year)
15	Goal Name	Decent Housing (DH) 3.6
	Goal Description	DH 3.6: Prevent homelessness by providing emergency rent and utility assistance to at least five (5) persons. (1 person/housing unit per year).

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

Fort Bend County will receive \$2,393,772 in FY 2017 Community Development Block Grant (CDBG) Program funds directly from HUD. The County also will receive, \$498,535 in HOME Investment Partnerships Program funds and \$205,712 in Emergency Solutions Grant (ESG) Program funds directly from HUD for program year 2017 (September 1, 2017 to August 31, 2018).

#### Projects

#	Project Name
1	FY 2017 CDBG: Program Administration and Planning
2	FY 2017 CDBG: City of Arcola Wastewater Treatment Plant Generator
3	FY 2017 CDBG: City of Kendleton Braxton Road Water Line Improvements
4	FY 2017 CDBG: City of Richmond North Richmond Sanitary Sewer Improvements Phase IX
5	FY 2017 CDBG: City of Rosenberg Water Improvements Phase V
6	FY 2017 CDBG: FBC MUD No. 19: Riverwood Water Distribution Replacement Phase VI
7	FY 2017 CDBG: The Arc of Fort Bend County Adult Social Recreation Program
8	FY 2017 CDBG: Brazos Bend Guardianship Services: Corporate Guardianship Program
9	FY 2017 CDBG: Catholic Charities: Integrated Case Management for Seniors
10	FY 2017 CDBG: Child Advocates of Fort Bend
11	FY 2017 CDBG: FB Women's Center: Shelter Operations and Services
12	FY 2017 CDBG: FB Senior Meals on Wheels and Much, Much, More!
13	FY 2017 CDBG: Literacy Volunteers: Adult Basic Literacy Program
14	FY 2017 CDBG: FB CORPS Housing Repair Program
15	FY 2017 HOME: Program Administration
16	FY 2017 HOME: CHDO Set-Aside
17	FY 2017 HOME: Housing Rehabilitation Program
18	FY 2017 ESG: Administration, Emergency Shelter, Rapid ReHousing, Homelessness Prevention Activities.

**Table 7 - Project Information**

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

Fort Bend County's FYs 2010-2015 Consolidated Plan identified water and sewer improvements as a very high priority. This priority was based on the needs in the unincorporated area of the County and the needs of the small cities and towns in the County's service area.

The main obstacle to addressing the underserved needs is the lack of funding. Infrastructure and facility costs far exceed the amount of CDBG Program funds available to serve low and moderate-income communities. The County usually divides infrastructure and facility projects into phases and funds part of these projects on an annual basis. Thus, most of the public improvement projects are multi-year and/or multi-phase projects.

Fort Bend County's FYs 2010-2015 Consolidated Plan also identified special needs populations as a very high priority. This priority was based on the public service and housing needs of special needs persons in the unincorporated area of the County and the small cities and towns in the County's service area. There are few or no local services available for these populations and the lack of mass transportation services in these areas makes access to services difficult.

## AP-38 Project Summary

### Project Summary Information

1	<b>Project Name</b>	FY 2017 CDBG: Program Administration and Planning
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 2.1 Decent Housing (DH) 2.2 Decent Housing (DH) 3.3 Decent Housing (DH) 3.4 Decent Housing (DH) 4.3 Suitable Living Environment (SLE) 1.3 Suitable Living Environment (SLE) 2.1 Suitable Living Environment (SLE) 2.3 Suitable Living Environment (SLE) 2.4 Suitable Living Environment (SLE) 2.5 Suitable Living Environment (SLE) 2.6 Economic Development (ED) 1.1
	<b>Needs Addressed</b>	Public Services: Special Needs Elderly Public Services: Special Needs Abused Children Public Services: Special Needs Illiterate Persons Public Services: Special Needs Disabled Homeless Housing: Homeowners Housing: Renters Housing: First-time homebuyers Housing: CHDO Housing: Special Needs Public Facilities/Improvements Economic Development: Illiterate persons Economic Development: Facilities/Improvements
	<b>Funding</b>	CDBG: \$470,000
	<b>Description</b>	21 A: General Program Administration: Reasonable costs of overall program management, coordination, monitoring, and evaluation. Such costs include (but are not limited to) salaries, wages, and related costs of the recipient's staff or other staff engaged in program administration.
	<b>Target Date</b>	12/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CDBG Program plans to provide assistance to primarily low- and moderate-income persons and families.
	<b>Location Description</b>	Fort Bend County Community Development Department, 301 Jackson Street, Suite 602, Richmond, Texas 77469
	<b>Planned Activities</b>	CDBG General Program Administration and Planning
<b>2</b>	<b>Project Name</b>	FY 2017 CDBG:City of Arcola Wastewater Treatment Plant Generator
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 1.3
	<b>Needs Addressed</b>	Public Facilities/Improvements
	<b>Funding</b>	CDBG: \$318,304
	<b>Description</b>	Provide CDBG Program assistance for the installation of a new generator for the City of Arcola Wastewater Treatment Plant.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to HUD, total population of the City of Arcola is 2,310 persons and 1,260 persons are low and moderate-income. The City of Arcola is 54.55 percent
	<b>Location Description</b>	The City of Arcola wastewater treatment plant is located at the southeast corner of FM 521 and the BSNF railroad tracks.
<b>3</b>	<b>Planned Activities</b>	Installation of 300 to 375 KW generator to provide back-up power to the wastewater treatment plant. 03J Water/Sewer Improvements
	<b>Project Name</b>	FY 2017 CDBG: City of Kendleton Braxton Road Water Line Improvements
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 1.3
	<b>Needs Addressed</b>	Public Facilities/Improvements
	<b>Funding</b>	CDBG: \$319,904
	<b>Description</b>	Provide CDBG Program assistance for new waterline and water valves on Braxton Street and surrounding streets.

	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to HUD, the total population of the City of Kendleton is 445 persons and 265 persons are low and moderate income. The City of Kendleton is 59.55 percent low and moderate income.
	<b>Location Description</b>	Braxton Street and surrounding streets in Kendleton, Texas.
	<b>Planned Activities</b>	Water line improvements on Braxton street and surrounding areas. 03J Water/Sewer Improvements.
4	<b>Project Name</b>	FY 2017 CDBG: City of Richmond North Richmond Sanitary Sewer Improvements Phase IX
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 1.3
	<b>Needs Addressed</b>	Public Facilities/Improvements
	<b>Funding</b>	CDBG: \$289,604
	<b>Description</b>	Provide CDBG Program assistance to provide for the cleaning and TVing of existing lines, installation of an estimated 3,060 linear feet of 8 inch sewer pipe and rehabilitation of manholes.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to HUD, the population of the City of Richmond is 10,375 persons and 5,965 persons are low and moderate income. The City of Richmond is 57.49 percent low and moderate income.
	<b>Location Description</b>	The project site includes Yorktown, Trenton and Concord Streets in North Richmond. The project site is located in 2010 census tract 6749, block group 4. The total population of this census tract block group is 1,395 persons and 895 persons are low and moderate income. Census tract 6749 block group 4 is 64.16 percent low and moderate income.
5	<b>Planned Activities</b>	The cleaning and TVing of existing lines, installation of an estimated 3,060 linear feet of 8 inch sewer pipe and rehabilitation of manholes. 03J Water/Sewer Improvements
	<b>Project Name</b>	FY 2017 CDBG: City of Rosenberg Water Improvements Phase V
	<b>Target Area</b>	Fort Bend County Service Area

	<b>Goals Supported</b>	Suitable Living Environment (SLE) 1.3
	<b>Needs Addressed</b>	Public Facilities/Improvements
	<b>Funding</b>	CDBG: \$353,804
	<b>Description</b>	Provide CDBG Program funds to upgrade water lines to 6" and 12" to complete water line loop for Avenue D.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	According to HUD, the total population of the City of Rosenberg is 29,210 persons and 14,505 persons are low- and moderate-income. The City of Rosenberg is 49.66 percent low- and moderate-income. Rosenberg qualifies under the exception criteria of 45.58 percent.
	<b>Location Description</b>	The project site is located on First and Second Streets between Avenue D and Avenue E; the alley between Third and Fourth Streets from Avenue C to Avenue E; and the alley between Fourth and Fifth Streets from Avenue D to Avenue C. This site is located in 2010 census tract 6750 block group 2. The total population of this census tract block group is 1,975 persons and 1,430 persons are low and moderate income. Census tract 6750, block group 2 is 72.41 percent low and moderate income.
	<b>Planned Activities</b>	Upgrade water lines to six and twelve inches to complete the water line loop on Avenue D in North Rosenberg.  03J Water/Sewer Improvements
6	<b>Project Name</b>	FY 2017 CDBG: FBC MUD No. 19: Riverwood Water Distribution Replacement Phase VI
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 1.3
	<b>Needs Addressed</b>	Public Facilities/Improvements
	<b>Funding</b>	CDBG: \$132,804
	<b>Description</b>	Replace four inch waterline with eight inch waterline and replace six inch waterline with eight inch waterline in the Riverwood subdivision.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	FBC MUD No. 19, the Riverwood subdivision is located within 2010 Census Tract 6750, block group 2 in the unincorporated area of the County. The total population of the census tract block group is 1,975 persons and 1,430 persons are low and moderate income. Census tract 6750, block group 2 is 72.41 percent low- and moderate-income.

	<b>Location Description</b>	The project site is Vancouver Street in the Riverwood Subdivision located in Fort Bend County Municipal Utility District Number 19. The project site is located within 2010 Census Tract 6750, block group 2 in the unincorporated area of the County. The total population of the census tract block group is 1,975 persons and 1,430 persons are low- and moderate-income. Census tract 6750, block group 2 is 72.41 percent low- and moderate-income.
	<b>Planned Activities</b>	Replacement of four inch waterline with eight inch waterline and the replacement of six inch waterline with eight inch waterline in the Riverwood subdivision.  03J Water/Sewer Improvements
7	<b>Project Name</b>	FY 2017 CDBG: The Arc of Fort Bend County Adult Social Recreation Program
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.4
	<b>Needs Addressed</b>	Public Services: Special Needs Disabled
	<b>Funding</b>	CDBG: \$34,000
	<b>Description</b>	Adult Social Recreation Program provides activities for individuals with intellectual and developmental disabilities.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide assistance to 45 individuals with intellectual and developmental disabilities.
	<b>Location Description</b>	This program is administered from the office of The Arc of Fort Bend County, 123 Brooks Street, Sugar Land, Texas 77478. This program is countywide.
8	<b>Planned Activities</b>	Activities for individuals with intellectual and developmental disabilities.  05B: Services for the Disabled.
	<b>Project Name</b>	FY 2017 CDBG: Brazos Bend Guardianship Services: Corporate Guardianship Program
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.4 Suitable Living Environment (SLE) 2.6



	<b>Needs Addressed</b>	Public Services: Special Needs Disabled
	<b>Funding</b>	CDBG: \$30,000
	<b>Description</b>	Assist incapacitated and disabled adults with legal guardianship, money management, and related services.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will provide assistance to twelve (12) persons.
	<b>Location Description</b>	This program is administered from the office of Brazos Bend Guardianship Services, 830 3rd Street, Rosenberg, Texas 77471. This program is countywide.
	<b>Planned Activities</b>	Assist incapacitated and disabled adults with legal guardianship, money management, and related services. 05B: Services for the Disabled
9	<b>Project Name</b>	FY 2017 CDBG: Catholic Charities: Integrated Case Management for Seniors
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.6
	<b>Needs Addressed</b>	Public Services: Special Needs Elderly
	<b>Funding</b>	CDBG: \$35,903
	<b>Description</b>	Provide salary and benefits for two part-time case managers to provide case management services to seniors, ten percent of business manager's salary and benefits and other operating costs.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide case management assistance to thirty senior citizens.
	<b>Location Description</b>	This program is administered from the Mamie George Community Center, Catholic Charities of the Archdiocese of Galveston-Houston, 1111 Collins Road, Richmond, Texas 77469. This program is county-wide.

	<b>Planned Activities</b>	Provide salary and benefits for two part-time case managers to provide case management services to seniors, ten percent of business manager's salary and benefits and other operating costs.  05A: Senior Services
<b>10</b>	<b>Project Name</b>	FY 2017 CDBG: Child Advocates of Fort Bend
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.5
	<b>Needs Addressed</b>	Public Services: Special Needs Abused Children
	<b>Funding</b>	CDBG: \$37,954
	<b>Description</b>	Provide salary for Bilingual Forensic Interviewer/Children's Service Coordinator.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide assistance to 464 children.
	<b>Location Description</b>	This program is administered from the office of Child Advocates of Fort Bend, 5403 Avenue N, Rosenberg, Texas 77471. This program is community-wide.
	<b>Planned Activities</b>	Provide salary for Bilingual Forensic Interviewer/Children's Service Coordinator  05N Abused and Neglected Children
<b>11</b>	<b>Project Name</b>	FY 2017 CDBG: FB Women's Center: Shelter Operations and Services
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 3.3 Decent Housing (DH) 3.4
	<b>Needs Addressed</b>	Homeless
	<b>Funding</b>	CDBG: \$36,000
	<b>Description</b>	Provide salaries for shelter director, resident advocate, career development specialist, facilities coordinator and food services coordinator.
	<b>Target Date</b>	12/31/2018

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	This program will provide assistance to 40 abused women and children.
	<b>Location Description</b>	The Fort Bend County Women's Center is a domestic violence shelter and the location is confidential. This program is county-wide.
	<b>Planned Activities</b>	Provide salaries for shelter director, resident advocate, career development specialist, facilities coordinator and food services coordinator.  03T: Operating costs of homeless.
<b>12</b>	<b>Project Name</b>	FY 2017 CDBG: FB Senior Meals on Wheels and Much, Much, More!
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.1 Suitable Living Environment (SLE) 2.6
	<b>Needs Addressed</b>	Public Services: Special Needs Elderly
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	Provide home-bound elderly persons daily hot meals. CDBG Program assistance pays for meals.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide meals to 50 seniors.
	<b>Location Description</b>	This program is administered from the office of Fort Bend Seniors, 1330 Band Road, Rosenberg, Texas 77471. This program is countywide.
<b>13</b>	<b>Planned Activities</b>	Provide meals to 50 seniors.  05A Senior Services
	<b>Project Name</b>	FY 2017 CDBG: Literacy Volunteers: Adult Basic Literacy Program
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Suitable Living Environment (SLE) 2.3 Economic Development (ED) 1.1
	<b>Needs Addressed</b>	Public Services: Special Needs Illiterate Persons

	<b>Funding</b>	CDBG: \$39,690
	<b>Description</b>	Salaries for program director, administrative coordinator, and outreach coordinator for literacy program.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide assistance to 225 persons.
	<b>Location Description</b>	This program is administered from the office of the Literacy Volunteers of Fort Bend County, 12530 Emily Court, Sugar Land, Texas 77478. Program is countywide.
	<b>Planned Activities</b>	Salaries for program director, administrative coordinator, and outreach coordinator for literacy program. 05H Employment Training
14	<b>Project Name</b>	FY 2017 CDBG: FB CORPS Housing Repair Program
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 2.2 Decent Housing (DH) 4.3
	<b>Needs Addressed</b>	Housing: Homeowners Housing: Special Needs
	<b>Funding</b>	CDBG: \$255,805
	<b>Description</b>	Provide minor repairs up to \$5,000 to low and moderate income homeowners.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide minor home repair assistance to 40 low- and moderate-income homeowners.
	<b>Location Description</b>	This program is administered from the office of Fort Bend Community Revitalization Projects, 1004 Blume Road, Rosenberg, Texas 77471. This program is countywide.

	<b>Planned Activities</b>	Provide minor home repair assistance to 40 low and moderate income homeowners.  14A: Rehabilitation: Single-Unit Residential
<b>15</b>	<b>Project Name</b>	FY 2017 HOME: Program Administration
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 2.1 Decent Housing (DH) 4.3
	<b>Needs Addressed</b>	Housing: Homeowners Housing: CHDO Housing: Special Needs
	<b>Funding</b>	HOME: \$49,853
	<b>Description</b>	General Program Administration of HOME Program. Limited to ten (10%) percent of allocation.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The majority of the HOME program funds will be allocated to the Fort Bend County Housing Rehabilitation Program. The County expects to provide assistance to ten (10) low-income households through this program. Some of the homeowners provided assistance may be special needs.
	<b>Location Description</b>	This program is administered from the Fort Bend County Community Development Department office, 301 Jackson Street, Suite 602, Richmond, Texas 77469.
<b>16</b>	<b>Planned Activities</b>	The County administers the HOME Program.  21H Funding and Administration/Planning Costs of PJ subject to ten (10%) percent maximum. Activities may include program management, coordination, planning, monitoring, and evaluation activities.
	<b>Project Name</b>	FY 2017 HOME: CHDO Set-Aside
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 1.3
	<b>Needs Addressed</b>	Housing: CHDO
	<b>Funding</b>	HOME: \$74,781
	<b>Description</b>	The HOME Program regulation requires that fifteen (15%) percent of the HOME Program allocation be set-aside for Community Housing Development Organizations (CHDOs).

	<b>Target Date</b>	12/31/2019
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	To Be Determined.
	<b>Location Description</b>	To Be Determined.
	<b>Planned Activities</b>	To Be Determined.
<b>17</b>	<b>Project Name</b>	FY 2017 HOME: Housing Rehabilitation Program
	<b>Target Area</b>	Fort Bend County Service Area
	<b>Goals Supported</b>	Decent Housing (DH) 2.1 Decent Housing (DH) 4.3
	<b>Needs Addressed</b>	Housing: Homeowners
	<b>Funding</b>	HOME: \$373,901
	<b>Description</b>	Rehabilitation of owner-occupied homes for extremely-, very- and low-income homeowners.
	<b>Target Date</b>	12/31/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Fort Bend County Housing Rehabilitation Program expects to provide assistance to ten (10) extremely-, very- and low-income owner-occupied households.
	<b>Location Description</b>	This program is administered from the office of Fort Bend County Community Development Department, 301 Jackson Street, Suite 602, Richmond, Texas 77459. This program is county-wide.
<b>18</b>	<b>Planned Activities</b>	Provide housing rehabilitation assistance to extremely-, very- and low-income owner-occupied households. Some the homeowners provided assistance may be special needs.  14A Rehabilitation of privately owned homes.
	<b>Project Name</b>	FY 2017 ESG: Administration, Emergency Shelter, Rapid ReHousing, Homelessness Prevention Activities.
	<b>Target Area</b>	Fort Bend County Service Area

<b>Goals Supported</b>	Decent Housing (DH) 3.2 Decent Housing (DH) 3.3 Decent Housing (DH) 3.4 Decent Housing (DH) 3.6
<b>Needs Addressed</b>	Homeless Housing: Renters
<b>Funding</b>	ESG: \$205,712
<b>Description</b>	The Emergency Solutions Grant Program provides funds to provide shelter, services, and housing assistance to homeless persons and/or persons at risk of becoming homeless.
<b>Target Date</b>	12/31/2018
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Fort Bend County is allocating ESG Program funds to the Fort Bend County Women's Center (FBC) and the Park Youth Ranch (PYR). The FBCWC is a domestic violence shelter and provide assistance to abused women and their children. This program expects to provide assistance to 100 families. The Park Youth Ranch is a youth shelter. This program will provide assistance to 120 youth.
<b>Location Description</b>	The FBCWC is a domestic violence shelter and the location is confidential. The Park Youth Ranch is located 11614 FM 361, Richmond, Texas 77469.
<b>Planned Activities</b>	FBCWC: ESG Program funds will be used for operating and service costs of an emergency shelter facility. (\$47,418)  PYR: ESG Program funds will be used for operating and service costs of an emergency shelter facility. (\$60,108)  The Rapid ReHousing and Homelessness Prevention activities are to be determined. (\$82,758)  ESG Program Administration (\$15,428)

## **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**

Arcola 54.55% low and moderate income

Kendleton 59.55% low and moderate income

Richmond 64.16% low and moderate income

Rosenberg 72.41% low and moderate income

Riverwood 72.41% low and moderate income

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Fort Bend County Service Area	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Fort Bend County does not allocate investments geographically. The CDBG Program requires that infrastructure improvement activities have a service area that is at least 51% low-and moderate-income, according to HUD data. All the FY 2017 CDBG public improvement projects: Arcola, Kendleton, Richmond, Rosenberg and Riverwood are located in low and moderate income areas.

All the County's public service and housing activities are Countywide and provide assistance to low-income clients within the County's service area.

### **Discussion**



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Fort Bend County addresses the need for affordable housing in Decent Housing Objective 1: Provide assistance to increase the availability of standard quality housing to extremely low income, low income and moderate income households; Decent Housing Objective 2: Provide housing rehabilitation to owner-occupied and renter-occupied households; and Decent Housing Objective 3: Provide a Continuum of Care to potential homeless and homeless persons.

One Year Goals for the Number of Households to be Supported	
Homeless	2
Non-Homeless	12
Special-Needs	0
Total	14

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	4
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	14

Table 10 - One Year Goals for Affordable Housing by Support Type

## Discussion

Table 9: The total in Table 9 includes the number of households to be provided either Rapid ReHousing rental assistance during FY 2017 (2). The twelve (12) non-homeless households that are expected to be provided assistance include ten (10) through the County's Housing Rehabilitation Program and two (2) households provided homelessness prevention assistance. The number of special needs persons is left at zero since any special needs persons provided housing assistance will be provided either rental assistance or housing rehabilitation assistance.

Table 10: The total in table 10 includes the ten (10) homeowners expected to be provided assistance through the County Housing Rehabilitation Program and the four (4) households provided ESG Rapid ReHousing or Homelessness Prevention assistance. The County does not expect to provide HOME Program rental assistance, produce any new housing units or acquire any new housing units during FY 2017.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Fort Bend County does not have a public housing authority. The City of Rosenberg has a small housing authority that does not own any public housing units.

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

There are no public housing units in Fort Bend County's service area.

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

not applicable

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

not applicable

### **Discussion**

not applicable

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

### **Introduction**

During FY 2017, Fort Bend County will use both CDBG, ESG and Continuum of Care (CoC) Program funds to address homeless and other special needs activities. The Countys homeless goals and objectives are listed under Decent Housing Objective 3: Provide a Continuum of Care (CoC) to potential homeless and homeless persons and the Special Needs Housing goals and objectives are listed under Decent Housing Objective 4: Provide housing assistance to special needs persons and families. There are six (6) goals under Objective 3 and three (3) goals under Objective 4.

### **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**

During FY 2017, Fort Bend County will address several homeless and other special needs goals. The County will address emergency shelter housing needs by providing CDBG and ESG assistance to the FBC Women's Center (Projects 11 and 18) and the Parks Youth Ranch (Project 18) for operating and services. The County also will provide assistance to homeless persons and families to make the transition to permanent housing and independent living by continuing to fund the Continuum of Care (CoC) Rental Assistance Program (previously Shelter Plus Care Program) used by the FBC Women's Center. The County also provide homeless prevention and rapid rehousing with ESG Program funds.

During FY 2017, Fort Bend County will continue to participate in the CoC Coordinated Access. This process provides outreach, services and housing assistance to homeless persons and families and persons and families at risk of becoming homeless throughout the CoC.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The County will address emergency shelter housing needs by providing CDBG and ESG assistance to the FBC Women's Center (Projects 11 and 18) and the Parks Youth Ranch (Project 18) for operating and services. These projects address goals DH 3.3 and DH 3.4.

**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**

The County will fund homeless prevention and rapid rehousing with ESG Program funds. The group to administer these funds is to be determined (TBD). This project addresses goals DH 3.2 and DH 3.6. The County is continuing to work with the Continuum of Care (CoC) to develop a coordinated access system to provide assistance in the Fort Bend County service area.

The County also will continue to provide assistance to homeless persons and families to make the transition to permanent housing and independent living through the County Continuum of Care (CoC) Rental Assistance Program administered by the FBC Women's Center for part of FY 2017. The FBCWC will assume administration of this program during FY 2017. This project addresses goals DH 3.2 and DH 3.5.

**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.**

During FY 2017, the County also will fund homeless prevention and rapid rehousing with ESG Program funds. The group to administer these funds is to be determined (TBD). This project addresses goals DH 3.2 and DH 3.6.

The County is working with the Continuum of Care to develop a coordinated access system to provide assistance in the Fort Bend County Service area. Part of this system is an updated and Continuum wide discharge policy that addresses the needs of persons discharged from publicly funded institutions.

## Discussion

During FY 2017, Fort Bend County will fund several public service programs that address limited clientele, presumed benefit activities for persons with special needs. These projects include Project No. 7: the ARC; Project No. 8: Brazos Bend Guardianship; Project No. 9: Catholic Charities; Project No.10: FBC Child Advocates; Project No. 11: FBC Womens Center; Project No.12: FB Seniors, and Project No.13: Literacy Volunteers. All these projects provide assistance to vulnerable special populations to prevent these low-income persons and their families from becoming homeless.

The only Decent Housing Objective 3: Provide a Continuum of Care to potential homeless and homeless person goal that was not be addressed during FY 2016 was DH 1.1: Provide for the rehabilitation and/or reconstruction of at least one (1) new homeless shelter. The only Decent Housing Objective 4: Provide housing assistance to special needs persons and families goal that was not addressed during FY 2016 was DH 4.1: Produce twenty **(20)** new units, especially for the special needs populations - elderly, frail elderly, persons with disabilities, persons with alcohol and drug addictions, and persons with AIDS. (4 housing units per year.)

Fort Bend County is did not receive any HOPWA funds for FY 2017. The City of Houston receives the allocation of HOPWA funds for the Eligible Metropolitan Area.

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

### **Introduction:**

In its FY 2015-2020 Consolidated Plan, the County identified the major barrier to the development of affordable housing as the high cost of developable land with adequate water and sanitary sewer services. The County encourages local communities with existing water and sanitary sewer services to actively participate in affordable housing programs. There are several areas in the County without public water and sewer systems with no or inadequate private water and sewer service.

Also, the County has encountered difficulty in finding safe and affordable rental housing units for the Rapid ReHousing, Homelessness Prevention and CoC project clients. Many landlords do not want clients with government rent assistance. This has led to application fees and minimum income requirements that many low-income clients cannot meet and are not eligible federal program costs.

**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**

All the infrastructure projects the County will assist during FY 2017 are water and sewer projects. These projects include Project 2: Arcola Generator Project, Project 3: Kendleton Waterline Project, Project 6: Riverwood Water Improvements, Project 4: North Richmond Sanitary Sewer, and Project 5: Rosenberg Water Improvements.

The funding of FBC FWSD No.1 in Fresno during FY 2015 will provide new water and sewer connections to residents of three subdivisions without public service. This project is the culmination of a multi-year, multi-jurisdictional project to provide water and sewer service to colonias located within the County. During FY 2017, Fort Bend County will provide connections to the system as the public infrastructure is completed.

**Discussion:**

Texas county government structure is expressly listed in the Texas Constitution, which makes counties functional agents of the state. Counties are limited in their actions to areas of responsibility specifically spelled out in laws passed by the Legislature. Texas counties have no land use controls, zoning, or building codes in the unincorporated areas. The County has some subdivision control. Unfortunately, tax policies affecting land are limited, also. There are independent tax districts that administer services in the unincorporated area of the County including MUDs, levee districts, and emergency services districts. These districts have their own board of directors and are not part of County government.

One of the other major barriers to affordable housing especially in the unincorporated areas of the County are contracts for deed used for the purchase of land and housing. These contracts are legal with conditions within the State of Texas, however, they do not convey ownership until the last payment is made. As a result, these properties are not eligible for HUD Program housing assistance. Unfortunately, many low and moderate income persons are paying on homes and/or mobile homes that they do not legally own through contracts for deed.



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

During FY 2017, Fort Bend County will undertake several actions to implement goals and objectives of the five year Consolidated Plan. These actions are discussed below.

### **Actions planned to address obstacles to meeting underserved needs**

During FY 2017, the County will continue to gather information and data on the needs of the ever increasing number of Fort Bend County residents, especially the underserved. The County will analyze the 2010 HUD low and moderate income data, the CHAS data as it becomes available and the American Community Survey (ACS) data as it becomes available. The County also will explore additional program funding opportunities and continue to work closely with local social service providers in maximizing the available services especially the Coalition for the Homeless. The County also will continue to develop the capacity of non-profit organizations to meet the underserved needs of Fort Bend County residents. The County will continue to encourage the development of new non-profits including Community Housing Development Organizations (CHDOs) and encourage non-profits from the City of Houston and/or Harris County to provide assistance to Fort Bend County residents.

The CDBG regulation requires that program funds spent on public services be restricted to new services or quantifiable increases in services above the levels previously funded. During the County's evaluation process, funds are not awarded to public service activities if they do not increase the level of service or maintain the level of service previously funded with federal funds for County residents.

The implementation of the Emergency Solutions Grant (ESG) Programs requires consultation with the Continuum of Care (CoC) in the determination of how to allocate ESG funds for eligible activities, updating written guidelines and performance standards for activities funded under ESG, and updating funding, policies and procedures for the operation and administration of the HMIS. Discussions with representatives of the Coalition for the Homeless Houston/Harris County, the City of Houston, City of Pasadena, and Harris County resulted in the targeting of specific groups for Rapid Re-housing assistance. These groups include victims of domestic violence, persons who may be eligible for SSI/SSDI and families with children. In the past, the Harris County representative stated that the Harris County Judge wanted persons being released from jail and/or prison to be targeted for the Rapid Re-Housing assistance program as well. Fort Bend County's underserved persons include youth aging out of foster care, persons with disabilities, victims of domestic violence and families with children. For FY 2017 the CoC is emphasizing families with children, homeless youth and the chronically homeless.

The County has only two emergency shelters the Fort Bend County Women's Center and the Parks Youth Ranch. The FBC Women's Center provides assistance to victims of domestic abuse and the Parks Youth Ranch provides assistance to unaccompanied youth. These two shelter populations represent the majority of underserved populations that the County will serve with ESG assistance during FY 2017.

During FY 2017, Fort Bend County is allocating a large portion of the CDBG Program allocation to water and sewer improvements in five communities. Most of these projects are multi-year projects to provide water and sewer service improvements to older underserved communities.

### **Actions planned to foster and maintain affordable housing**

Texas counties do not have any land-use powers, as a result, Fort Bend County is limited to educating the public about the need to foster and maintain affordable housing and directing fair housing complaints to HUD field offices. The County will encourage local governments, social service providers, neighborhood groups, and developers interested in affordable housing to continue to work together. The County will continue to provide these groups with technical assistance in the preparation of proposals and applications for HOME Program funds and other sources of housing funds.

One of the overall goals of the community planning and development programs covered by the consolidated plan are to develop viable communities by providing decent housing. The County's priority under this goal is increasing the supply of affordable housing to extremely low-income, low-income, and moderate-income households. The first objective under this priority is to provide assistance to increase the availability of standard quality housing to extremely low-income, very low-income, and low-income families. Accordingly, the County's five-year objectives include providing down payment and closing costs assistance, rental assistance, and assisting neighborhood groups to become CHDOs. The second objective under this priority is to provide housing rehabilitation to extremely low-income, low-income, and moderate-income owner-occupied households. The County's five-year objectives include providing owner-occupied rehabilitation assistance, owner-occupied housing rehabilitation housing repairs, water and sewer connections, and demolition and reconstruction assistance.

During FY 2017, Fort Bend County will continue to fund the Fort Bend CORPS Housing Minor Repair Program (Project 14) with CDBG Program funds. The project addresses objective DH 2.2.

The County will use HOME Program funds for the County's Housing Rehabilitation Program (Project 17). In addition, the County will continue to encourage and assist neighborhood groups interested in becoming designated as a CHDO for the purpose of the HOME Program. Fifteen percent of the total HOME Program allocation is required to be set-aside for CHDOs. During FY 2017, the County will continue to work to develop a community-wide CHDO.

### **Actions planned to reduce lead-based paint hazards**

In this section the jurisdiction must describe the actions it plans to take during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families.

During FY 2017, the County will continue to comply with HUD's lead-based paint regulation and keep

abreast of any changes proposed regarding lead-based paint. The County will continue to contract with a certified contractor to perform lead assessments on properties built before 1978 that may contain lead-based paint.

The County also will continue to fund a housing minor repair program with CDBG Program funds (Project 14). Housing repair assistance is limited to \$5,000. The repairs provided by this program are limited to roofs, foundation leveling, carpeting, flooring, and plumbing improvements that do not disturb painted surfaces.

The County also will conduct lead based paint inspections of properties provided assistance through the CoC and ESG Rapid Re-Housing and Homeless Prevention program activities. In addition, the County will continue to provide educational material regarding lead-based paint hazards and to use CDBG, HOME and ESG Program funds to evaluate and reduce lead-based paint hazards in homes and facilities.

### **Actions planned to reduce the number of poverty-level families**

In this section the jurisdiction must describe the actions it plans to take during the next year to reduce the number of poverty level families (as defined by the Office of Management and Budget and revised annually), taking into consideration factors over which the jurisdiction has control.

Fort Bend County has very little control over the factors that affect the number of poverty level families within its jurisdiction. The County is a rapidly growing community and, as a result, the number of poverty-level families is increasing as the overall population of the County continues to grow.

During FY 2017, the County may use the ESG Homeless Prevention to provide assistance to households with income below 30% of MFI. In addition, the County will encourage existing networks of social service providers to expand their efforts to coordinate referrals and services to address the needs of poverty-level families. The County also will encourage local social service providers to establish and expand case management systems for poverty-level families. The main programmatic action by the County to reduce the number of poverty-level families is the continued funding of the Literacy Council FBC Literacy Tutoring program (Project 13). This program improves the literacy of adults throughout the County. In addition, the County will continue to emphasize the need to serve individuals and families with incomes below thirty (30) percent of MFI. Unfortunately, the majority of individuals and families in this income category have incomes below the poverty level.

### **Actions planned to develop institutional structure**

During FY 2017, the County will continue to work with the service providers implementing the ESG Rapid Re-housing and Homeless Prevention assistance to increase their capacity to provide services to program participants. In addition, the County also will work with Coalition for the Homeless Houston/Harris County to continue to implement the centralized and/or coordinated assessment system required by the ESG Program regulation and improve participation in the HMIS by County service providers.

During FY 2017, Fort Bend County also will begin to administer CDBG-DR program funds related to the flooding disaster of 2016. Many of the local non-profits are providing services to victims of flooding and are realizing the need for providing housing assistance to the households that sustained damage to their housing.

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

The staff of the Fort Bend County Community Development Department will continue to work with other County departments, local governments, non-profits, neighborhood groups, and interested individuals to improve communication and coordination among groups. The department also maintains a mailing list of individuals and organizations interested in various housing and community development issues. The department will continue to provide information to interested individuals and organizations, and to work with groups with similar interests in the development of projects.

During FY 2017, the County will provide assistance to the FB CORPs for minor housing repairs (Proejct 14).

The Community Development Department staff participates in the Fort Bend Alliance, a network of service organizations that meet to share information and resources that benefit the citizens of Fort Bend County. The alliance is a network of educational, religious, governmental law enforcement, and human service organizations throughout the County. The Community Development Department Director continues to serve as an ex-officio member of the Board of Directors of the Fort Bend County Housing Finance Corporation. The Community Development Department Director also serves on the Houston Area Emergency Shelter and Food Program (ESFP) Coordinating Board and the Coalition for the Homeless Coordinating Council. As stated previously, the County is continuing to work to develop a countywide CHDO that will access the County's CHDO set-aside.

During FY 2017, the County will continue to work with Coalition for the Homeless Houston/Harris County to implement the centralized and/or coordinated assessment system required by the ESG Program regulation and improve participation in the HMIS by County service providers. The implementation of the coordinated system will require increased coordination between local

governments, the Coalition and eventually all homeless service providers.

**Discussion:**

Fort Bend County continues to take several action to implement the goals and objectives listed in the five year Consolidated Action Plan. The population of the County continues to increase rapidly. This makes progress difficult to measure since the needs continue to increase.

## Program Specific Requirements

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

#### Introduction:

In this section the jurisdiction must describe activities planned with respect to sources of funds in the annual CDBG grant, such as program income and float-funded activities. In addition, issues such as contingency funds and urgent need activity also should be described in this section. The County does not expect any program income during FY 2017 and does not anticipate using float-funded activities during FY 2017.

The County also must describe other forms of investment, resale/recapture guidelines for homebuyer and/or acquisition activities and plans for refinancing the debt of multi-family projects. During FY 2017, Fort Bend County will not use any other forms of investment, fund homebuyer activities, the acquisition of properties or refinance the debt of multi-family projects.

The County also must describe the written standards for providing ESG assistance, the status of Continuum of Care coordinated access system, describe the sub-award process and the homeless participation requirement. Each of these issues is addressed in the ESG Program section below.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(l)(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
<b>Total Program Income:</b>	<b>0</b>

## Other CDBG Requirements

- |   |         |
|---|---------|
| 1. The amount of urgent need activities   | 0       |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 100.00% |

**HOME Investment Partnership Program (HOME)**  
**Reference 24 CFR 91.220(l)(2)**

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

The County will not use any other forms of investment being used beyond those identified in Section 92.205.

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

The County will not fund any homebuyer activities with HOME Program funds for FY 2017.

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:

The County will not fund the acquisition of units with HOME Program funds during FY 2017.

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 County will not fund any multifamily housing with HOME Program funds during FY 2017.



**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The ESG written standards are included as Appendix D. The written guidelines, standards and outcomes were developed in cooperation with the Coalition for the Homeless, Harris County, the City of Houston, and the City of Pasadena.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

The Continuum of Care is in the on-going process of establishing a coordinated assessment system that meets HUD requirements. The current coordinated access system includes a standardized intake/application form on the HMIS system. The Continuum is in the process of reviewing the HMIS data entered by subrecipients and increasing the entry and accuracy of this data. The Continuum also is continuing the process of expanding this system from CoC and ESG subrecipients to all subrecipients of federal, state, and local assistance. In the future, every homeless service and shelter provider will have access to this system.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The development of the FY 2017 Fort Bend County Consolidated Annual Action Plan began in January of 2017. On January 26, 2017, a public notice regarding the availability of the FY 2017 RFPs and the date of the public meeting was published in a local newspaper. The County published a public notice on Thursday, February 2, 2017 and Thursday, February 9, 2017 regarding FY 2017 public hearing. The FY 2017 CDBG and ESG Request for Proposals (RFPs) were emailed and mailed out on February 3, 2017.

The County maintains a mailing list of individuals and organizations interested in various housing and community development issues. These individuals, organizations, and local governments are emailed or mailed the requests for proposals (RFPs) they requested. In addition, the department also emails and mails out notices of meetings, workshops, and conferences that provide information and training on various issues.

A public meeting was held at 10:00 a.m. on Wednesday, February 22, 2017 at the William B. Travis Building 301 Jackson, 1st Floor Meeting Room, Richmond, Texas to inform the public of anticipated funding levels and to measure community needs. A public hearing was held on February 28, 2017 at Fort Bend County Commissioner's Court at 1:00 p.m. An information session or proposer's conference was held on Wednesday, March 22, 2017 to discuss the County's FY 2017 CDBG and ESG Requests for Proposals (RFPs), the contingency provisions, and to answer questions from interested organizations and local governments. The deadline for the submission of RFPs was 3:00 p.m. on Friday, March 31, 2017. The County received thirteen (13) proposals from organizations and local

governments, totaling \$2,520,201 in CDBG Program funding requests and \$107,526 in ESG Program funding requests. No proposals were submitted for the HOME Program funds.

The ESG Program proposals are evaluated by Fort Bend County Community Development Department staff using a standardized evaluation sheet. The evaluation sheets are totaled and all the sheet totals are averaged. The proposals are then ranked in descending order, from the highest average score to the lowest. The highest ranked proposals are fully funded if possible given ESG regulatory maximums.

The Continuum of Care is in the process of developing a Continuum wide ESG application and evaluation process. The Continuum anticipates implementing this process during FY 2017. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The funding decision regarding ESG projects is made by the Fort Bend County Commissioner's Court, the elected governing body of the County. Fort Bend County requires that every applicant for ESG complete a Homeless Participation Plan Form. This form certifies that at least one homeless individual or formerly homeless individual serves on the subrecipient's board of directors, and/or that at least one homeless individual or formerly homeless individual participates in the subrecipient's formal review process and/or grievance process in terminating assistance for a program participant. (See 24 CFR 576.402(2)).

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

Fort Bend County has a Homeless Participation Form that must be submitted by ESG Subrecipients as part of their application packet. The County also has an appeal process for the funding of ESG projects. This includes the review of any disputed ESG Program allocation by an reviewer who is homeless or was previously homeless and does not have a conflict of interest with the activity or project under review.

5. Describe performance standards for evaluating ESG.

The ESG written performance standards are included as Appendix D. The written guidelines, standards and outcomes were developed and are updated in cooperation with the Coalition for the Homeless, Harris County, the City of Houston, and the City of Pasadena.

**Housing Trust Fund (HTF)**  
**Reference 24 CFR 91.220(l)(5)**

**1. Distribution of Funds**

- a. Describe the eligibility requirements for recipients of HTF funds (as defined in 24 CFR § 93.2).
- b. Describe the jurisdiction's application requirements for eligible recipients to apply for HTF funds.
- c. Describe the selection criteria that the jurisdiction will use to select applications submitted by eligible recipients.
- d. Describe the jurisdiction's required priority for funding based on geographic distribution, which is a description of the geographic areas of the State (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year.
- e. Describe the jurisdiction's required priority for funding based on the applicant's ability to obligate HTF funds and undertake eligible activities in a timely manner.
- f. Describe the jurisdiction's required priority for funding based on the extent to which rents for units in the rental project are affordable to extremely low-income families.
- g. Describe the jurisdiction's required priority for funding based on the financial feasibility of the project beyond the required 30-year period.
- h. Describe the jurisdiction's required priority for funding based on the merits of the application in meeting the priority housing needs of the jurisdiction (such as housing that is accessible to transit or employment centers, housing that includes green building and sustainable development features, or housing that serves special needs populations).
- i. Describe the jurisdiction's required priority for funding based on the location of existing affordable housing.
- j. Describe the jurisdiction's required priority for funding based on the extent to which the application makes use of non-federal funding sources.

2. Does the jurisdiction's application require the applicant to include a description of the eligible activities to be conducted with HTF funds?

3. Does the jurisdiction's application require that each eligible recipient certify that housing units assisted with HTF funds will comply with HTF requirements?

**4. Performance Goals and Benchmarks.** The jurisdiction has met the requirement to provide for performance goals, consistent with the jurisdiction's goals established under 24 CFR 91.215(b)(2), by including HTF in its housing goals in the housing table on the SP-45 Goals and AP-20 Annual Goals and Objectives screens.

**5. Rehabilitation Standards.** The jurisdiction must establish rehabilitation standards for all HTF-assisted housing rehabilitation activities that set forth the requirements that the housing must meet upon project completion. The jurisdiction's description of its standards must be in sufficient detail to determine the required rehabilitation work including methods and materials. The standards may refer to applicable codes or they may establish requirements that exceed the minimum requirements of the codes. The jurisdiction must attach its rehabilitation standards below. If the jurisdiction will not use HTF funds for the rehabilitation of housing, enter "N/A".

In addition, the rehabilitation standards must address each of the following: health and safety; major systems; lead-based paint; accessibility; disaster mitigation (where relevant); state and local codes, ordinances, and zoning requirements; Uniform Physical Condition Standards; and Capital Needs Assessments (if applicable).

**6. Resale or Recapture Guidelines.** Below, the jurisdiction must enter (or attach) a description of the guidelines that will be used for resale or recapture of HTF funds when used to assist first-time homebuyers. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

**7. HTF Affordable Homeownership Limits.** If the jurisdiction intends to use HTF funds for homebuyer assistance and does not use the HTF affordable homeownership limits for the area provided by HUD, it must determine 95 percent of the median area purchase price and set forth the information in accordance with §93.305. If the jurisdiction will not use HTF funds to assist first-time homebuyers, enter "N/A".

**8. Limited Beneficiaries or Preferences.** Describe how the jurisdiction will limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population to serve unmet needs identified in its consolidated plan or annual action plan. If the jurisdiction will not limit the beneficiaries or give preferences to a particular segment of the extremely low- or very low-income population, enter "N/A."

Any limitation or preference must not violate nondiscrimination requirements in § 93.350, and the jurisdiction must not limit or give preferences to students. The jurisdiction may permit rental housing owners to limit tenants or give a preference in accordance with § 93.303 only if such limitation or preference is described in the action plan.

**9. Refinancing of Existing Debt.** Enter or attach the jurisdiction's refinancing guidelines below. The guidelines describe the conditions under which the jurisdiction will refinance existing rental housing project debt. The jurisdiction's refinancing guidelines must, at minimum, demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing. If the jurisdiction will not refinance existing debt, enter "N/A."

**Discussion:**

The ESG Program is the smallest grant that the Community Development Department administers. As a result, it also includes the smallest amount of administrative funds available for Community Development Department staff. The administration funds are expended before the program year finishes.

**SF 424 and CERTIFICATIONS**

Annual Action Plan  
2017

### Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

07/27/2017

**4. Applicant Identifier:**

TX489157

**5a. Federal Entity Identifier:**

B-17-UC-48-0004

**5b. Federal Award Identifier:**

**State Use Only:**

**6. Date Received by State:**

**7. State Application Identifier:**

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

Fort Bend County Texas

**\* b. Employer/Taxpayer Identification Number (EIN/TIN):**

74-6001969

**\* c. Organizational DUNS:**

0000081497075

**d. Address:**

**\* Street1:**

301 Jackson Street

**Street2:**

Suite 602

**\* City:**

Richmond

**County/Parish:**

Fort Bend County

**\* State:**

TX: Texas

**Province:**

**\* Country:**

USA: UNITED STATES

**\* Zip / Postal Code:**

77469-3108

**e. Organizational Unit:**

**Department Name:**

Community Development

**Division Name:**

**f. Name and contact information of person to be contacted on matters involving this application:**

**Prefix:**

Ms.

**\* First Name:**

Marilynn

**Middle Name:**

**\* Last Name:**

Kindell

**Suffix:**

**Title:** Community Development Department Director

**Organizational Affiliation:**

**\* Telephone Number:** 281-341-4410

**Fax Number:** 281-341-3762

**\* Email:** marilynn.kindell@fortbendcountytexas.gov

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County 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 (HUD)

### 11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant (CDBG) Program

### \* 12. Funding Opportunity Number:

\* Title:

### 13. Competition Identification Number:

Title:

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

Add Attachment

Delete Attachment

View Attachments

### \* 15. Descriptive Title of Applicant's Project:

Community Development Block Grant (CDBG) Program

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-009

\* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date: 09/01/2017

\* b. End Date: 08/31/2018

**18. Estimated Funding (\$):**

* a. Federal	2,393,722.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	2,393,722.00

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

- ☒ a. This application was made available to the State under the Executive Order 12372 Process for review on 07/16/2017 .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☐ c. Program is not covered by E.O. 12372.

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

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

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)

☒ \*\* 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: Honorable \* First Name: Robert

Middle Name: E.

\* Last Name: Hebert

Suffix:

\* Title: County Judge

\* Telephone Number: 281-341-8608 Fax Number: 281-341-8609

\* Email: county.judge@fortbendcountytexas.gov

\* Signature of Authorized Representative:

\* Date Signed: 07/25/2017

### Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

07/27/2017

4. Applicant Identifier:

TX489157

5a. Federal Entity Identifier:

M-17-UC-48-0216

5b. Federal Award Identifier:

#### State Use Only:

6. Date Received by State:

7. State Application Identifier:

#### 8. APPLICANT INFORMATION:

\* a. Legal Name:

Fort Bend County Texas

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

74-6001969

\* c. Organizational DUNS:

0000081497075

#### d. Address:

\* Street1:

301 Jackson Street

Street2:

Suite 602

\* City:

Richmond

County/Parish:

Fort Bend County

\* State:

TX: Texas

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

77469-3108

#### e. Organizational Unit:

Department Name:

Community Development

Division Name:

#### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

\* First Name:

Marilynn

Middle Name:

\* Last Name:

Kindell

Suffix:

Title: Community Development Department Director

Organizational Affiliation:

\* Telephone Number: 281-341-4410

Fax Number: 281-341-3762

\* Email: marilynn.kindell@fortbendcountytexas.gov

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County 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 (HUD)

### 11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnerships Program

### \* 12. Funding Opportunity Number:

\* Title:

### 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:

HOME Investment Partnerships Program

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-009

\* b. Program/Project

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

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date: 09/01/2017

\* b. End Date: 08/31/2018

**18. Estimated Funding (\$):**

* a. Federal	498,535.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	
* g. TOTAL	498,535.00

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

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- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
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**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

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Middle Name: E.

\* Last Name: Hebert

Suffix:

\* Title: County Judge

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\* Email: county.judge@fortbendcountytexas.gov

\* Signature of Authorized Representative:

\* Date Signed: 07/25/2017

# Application for Federal Assistance SF-424

## \* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

## \* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

## \* If Revision, select appropriate letter(s):

## \* Other (Specify):

## \* 3. Date Received:

07/27/2017

## 4. Applicant Identifier:

TX489157

## 5a. Federal Entity Identifier:

E-17-UC-48-0003

## 5b. Federal Award Identifier:

## State Use Only:

## 6. Date Received by State:

## 7. State Application Identifier:

## 8. APPLICANT INFORMATION:

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### Division Name:

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### Prefix:

Ms.

### \* First Name:

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### Middle Name:

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### Suffix:

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## Organizational Affiliation:

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### \* Email:

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## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

B: County 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 (HUD)

### 11. Catalog of Federal Domestic Assistance Number:

14.231

CFDA Title:

Emergency Solutions Grants Program (ESG)

### \* 12. Funding Opportunity Number:

\* Title:

### 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:

Emergency Solutions Grants Program (ESG)

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-009

\* b. Program/Project

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

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View Attachment

**17. Proposed Project:**

\* a. Start Date: 09/01/2017

\* b. End Date: 08/31/2018

**18. Estimated Funding (\$):**

* a. Federal	205,712.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	205,712.00

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- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
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**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

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Prefix: Honorable \* First Name: Robert

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\* Last Name: Hebert

Suffix:

\* Title: County Judge

\* Telephone Number: 281-341-8608 Fax Number: 281-341-8609

\* Email: county.judge@fortbendcountytexas.gov

\* Signature of Authorized Representative:

\* Date Signed: 07/25/2017

## 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

July 25, 2017

\_\_\_\_\_  
Date

Robert E. Hebert, County Judge \_\_\_\_\_  
Title



## 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) **2017**, (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

July 25, 2017\_\_\_\_\_

Date

Robert E. Hebert, County Judge\_\_\_\_\_

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

July 25, 2017

\_\_\_\_\_  
Date

Robert E. Hebert, County Judge

\_\_\_\_\_  
Title

## ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

**Major rehabilitation/conversion** – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

**Essential Services and Operating Costs** – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

**Renovation** – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

**Supportive Services** – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

**Matching Funds** – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

**Confidentiality** – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

**Homeless Persons Involvement** – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

**Consolidated Plan** – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

**Discharge Policy** – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

\_\_\_\_\_  
Signature/Authorized Official

July 25, 2017

\_\_\_\_\_  
Date

Robert E. Hebert, County Judge  
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 failure.

Certifications 2017

**APPENDICES  
TABLE OF CONTENTS**

**APPENDIX A: SUMMARY OF CITIZEN COMMENTS**

**APPENDIX B: CITIZEN PARTICIPATION PLAN**

**APPENDIX C: FBC MONITORING PROCESS**

**APPENDIX D: EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM:  
WRITTEN GUIDELINES, STANDARDS AND PERFORMANCE  
STANDARDS**

Annual Action Plan  
2017

## APPENDIX A

### SUMMARY OF CITIZEN COMMENTS

Fort Bend County's Consolidated Annual Action Plan process involved at least two public notices, three public meetings and a public hearing. The dates of the public notices and meetings are listed below.

First Public Meeting Notice

First Public Hearing Notice

Second Public Hearing Notice

**First Public Meeting** Wednesday, February 22, 2017

Public Hearing Tuesday, February 28, 2017

No comments were submitted.

**Second Public Meeting/Proposer's Meeting** Wednesday, March 22, 2017

Second Public Notice Wednesday, July 5, 2017

**Third Public Meeting** Thursday, July 13, 2017

The fourteen day public comment for the draft Consolidated Annual Action Plan began on July 6, 2017 and will end on July 19, 2017. No comments have been received during the fourteen day comment period.

The FY 2017 Fort Bend County Consolidated Annual Action Plan is scheduled to be approved by Fort Bend County Commissioners Court on Tuesday, July 25, 2017.

Annual Action Plan  
2017



**COMMENTS:**

January 27, 2017: Howard Christian, Director of Public Works, City of Richmond, requested an eligibility determination for a part of the City of Richmond across the Brazos River from the majority of the city. This area was not low-and moderate-income and not eligible as a CDBG area benefit activity.

February 27, 2017: Chris Tormey, Fire Chief, Fresno Volunteer Fire Department submitted a 2017 Community Development Needs Survey stating that the Arcola/Fresno Community needed a new fire station. The Arcola/Fresno service area for the fire station was only 32.7% low and moderate-income and not eligible as a CDBG area benefit activity.

February 28, 2017: Rose Pickens, Development Director, Attack Poverty requested information regarding the availability of CDBG Program funds for the organization's public service programs. The organization is located in a low and moderate-income area, however, the organization does not register or enroll clients or limit client services on a geographic basis.

March 10, 2017: Melissa Pena, Program Director of Capital Projects, City of Rosenberg submitted a proposed project map for eligibility review. The Willow/Candler proposed project included a dead-end street that crossed the city limits. Part of the proposed project was outside the city limits. The City of Rosenberg found an annexation/property ownership issue with the right of way and withdrew the project.

**All comments received during the development of the FY 2017 Consolidated Annual Action Plan were accepted.**

**FORT BEND COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2017 CONSOLIDATED ANNUAL ACTION PLAN  
NOTICE OF PUBLIC MEETING**

To build and strengthen new partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME) Programs. Fort Bend County is in the process of developing its FY 2017 Consolidated Annual Action Plan.

A public meeting will be held on Wednesday, February 22, 2017, at 10:00 a.m., at the William B. Travis Building, 301 Jackson St., 1<sup>st</sup> Floor Meeting Room, Richmond, Texas to receive comments from the public regarding the housing and community development needs of low- and moderate-income persons such as homeless individuals and families; persons with special needs (the elderly, frail elderly, severely mentally ill, developmentally disabled, physically disabled, persons with alcohol/other drug addictions, and persons with HIV/AIDS); the housing needs of renters and owners; community needs such as anti-crime, economic development, infrastructure, planning and administration, public facilities, public services, senior programs, youth programs; and other nonhousing community development needs. The public is encouraged to attend and to submit comments to Marilyn Kindell, Community Development Director, 301 Jackson St., Suite 602, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2017 Consolidated Annual Action Plan, as appropriate.

The Fort Bend County CDBG, HOME, and ESG Request for Proposals (RFPs) will be available on Friday, February 3, 2017. An information session for CDBG, HOME, and ESG Program applicants will be held on Wednesday, March 22, 2017, at 10:00 a.m., at the William B. Travis Building, 301 Jackson St., 1st Floor Meeting Room, Richmond, Texas. Questions from applicants will be answered at this meeting. Proposals must be submitted by 3:00 p.m. Friday, March 31, 2017. For more information, please call Carol Borrego at (281) 341-4410.

Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. This venue is accessible for persons with physical disabilities. Spanish language translators are available at the meeting for persons with Limited English Proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.

First public notice 2017 final

Annual Action Plan  
2017

# PUBLISHER'S AFFIDAVIT

THE STATE OF TEXAS

COUNTY OF FORT BEND

Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

1. It devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
2. It is published at least once each week;
3. It is entered as second-class postal matter in the county where it is published; and
4. It has been published regularly and continuously since 2008.

Publisher further deposes and says that the attached notice was published in said newspaper on the following date (s) to wit:

**January 25, 2017**

**Fort Bend County Community Development FY2017 Consolidated Annual Action Plan  
Notice of Public hearing (English)**

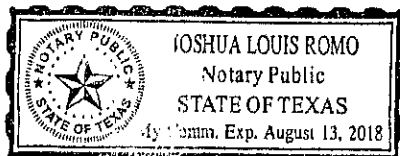
  
**Seshadri Kumar**

Publisher

SUBSCRIBED AND SWORN BEFORE ME by Seshadri Kumar who

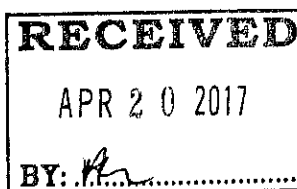
- (a) Is personally known to me, or
- (b) Provided the following evidence to establish his/ her identity,

On this the 14<sup>th</sup> day of April, 2017 to certify which witness my hand and seal of office.



Notary Public, State of Texas





# FBIISD

INSPIRE • EQUIP • IMAGINE

Fort Bend ISD will conduct a public hearing regarding the annual Texas Academic Performance Report (TAPR) on Monday, February 6, 2017 at 6:00 p.m. The public hearing will take place at Hightower High School (3333 Hurricane Lane, Missouri City, TX 77459) during a special called meeting and agenda review workshop.

State law requires school districts to hold a public discussion about the District's performance on the annual TAPR within 90 calendar days (not including the Winter Holiday) from the date the report was released.

**FORT BEND COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2017 CONSOLIDATED ANNUAL ACTION PLAN  
NOTICE OF PUBLIC MEETING**

To build and strengthen new partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships (HOME) Programs. Fort Bend County is in the process of developing its FY 2017 Consolidated Annual Action Plan.

A public meeting will be held on Wednesday, February 22, 2017, at 10:00 a.m., at the William B. Travis Building, 301 Jackson St., 1st Floor Meeting Room, Richmond, Texas to receive comments from the public regarding the housing and community development needs of low- and moderate-income persons such as homeless individuals and families; persons with special needs (the elderly, frail elderly, severely mentally ill, developmentally disabled, physically disabled, persons with alcohol/other drug addictions, and persons with HIV/AIDS); the housing needs of renters and owners; community needs such as anti-crime, economic development, infrastructure, planning and administration, public facilities, public services, senior programs, youth programs; and other nonhousing community development needs. The public is encouraged to attend and to submit comments to Marilyn Kindell, Community Development Director, 301 Jackson St., Suite 602, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2017 Consolidated Annual Action Plan, as appropriate.

The Fort Bend County CDBG, HOME, and ESG Request for Proposals (RFPs) will be available on Friday, February 3, 2017. An information session for CDBG, HOME, and ESG Program applicants will be held on Wednesday, March 22, 2017, at 10:00 a.m., at the William B. Travis Building, 301 Jackson St., 1st Floor Meeting Room, Richmond, Texas. Questions from applicants will be answered at this meeting. Proposals must be submitted by 3:00 p.m. Friday, March 31, 2017. For more information, please call Carol Borrego at (281) 341-4410.

Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. This venue is accessible for persons with physical disabilities. Spanish language translators are available at the meeting for persons with Limited English Proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.



**FORT BEND  
INDEPENDENT**

12551 Emily Court, Sugar Land, TX 77478

Mailing Address: P.O. Box 623, Sugar Land, TX 77478

**Seshadri Kumar**  
Publisher & Editor

**www.fbindependent.com**  
**281-980-6745**

Fort Bend Independent, (USPS 025-572) is published every Wednesday (for a subscription rate of \$20 per year) by Fort Bend Independent, LLC., 12551, Emily Court, Texas 77478.

Periodicals Postage Paid at Stafford, Texas.

POSTMASTER: Send address changes to Fort Bend Independent, P.O. Box 623, Sugar Land, Tx 77487.

**FORT BEND COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2017 CONSOLIDATED ANNUAL ACTION PLAN  
NOTICE OF PUBLIC HEARING**

To build and strengthen new partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA) Programs. Fort Bend County is in the process of developing its FY 2017 Consolidated Annual Action Plan.

A Public Hearing will be held on Tuesday, February 28, 2017 at 1:00 p.m., Fort Bend County Commissioners Court, 2<sup>nd</sup> Floor, Fort Bend County Courthouse, 401 Jackson Street, Richmond, Texas to receive comments from the public regarding the housing and community development needs of low- and moderate-income persons, such as homeless individuals and families; persons with special needs (the elderly, frail elderly, severely mentally ill, developmentally disabled, physically disabled, persons with alcohol/other drug addictions, and persons with HIV/AIDS); the housing needs of renters and owners; community needs such as anti-crime, economic development, infrastructure, planning and administration, public facilities, public services, senior programs, youth programs; and other non-housing community development needs. The public is encouraged to attend and to submit comments to Marilyn Kindell, Community Development Director, 301 Jackson St., Suite 602, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2017 Consolidated Annual Action Plan, as appropriate.

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Public hearing notice 2017 final

Annual Action Plan  
2017

# PUBLISHER'S AFFIDAVIT

THE STATE OF TEXAS

COUNTY OF FORT BEND

Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

1. It devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
2. It is published at least once each week;
3. It is entered as second-class postal matter in the county where it is published; and
4. It has been published regularly and continuously since 2008.

Publisher further deposes and says that the attached notice was published in said newspaper on the following date (s) to wit: **Feb. 1 and 8, 2017**  
**Fort Bend County CDBG 2017 Consolidate Action Plan**



**Seshadri Kumar**

Publisher

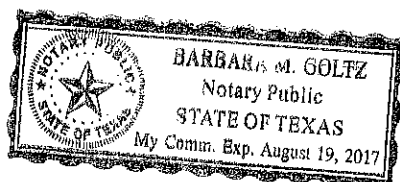
SUBSCRIBED AND SWORN BEFORE ME by Seshadri Kumar who

- (a) Is personally known to me, or
- (b) Provided the following evidence to establish his/ her identity,

On this the 24<sup>th</sup> day of February, 2017 to certify which witness my hand and seal of office.



Notary Public, State of Texas



## LEGAL NOTICES

**PUBLIC HEARING NOTICE**  
The Commissioners Court of Fort Bend County, Texas has set a public hearing at 1:00 p.m. on Tuesday, February 28, 2017, for Item 11.1 (Partial Plat) No. 1, Precinct 3. The hearing will be held in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas.  
Under state law, you the owner, have certain rights with respect to the proposed plat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LJA Engineering, Inc. at [geoffrey@ljaengineering.com](mailto:geoffrey@ljaengineering.com) for information prior to the hearing.  
Submitted by:  
Laura Richard  
Fort Bend County Clerk

## NOTICE OF CONSTABLES SALE

**THE STATE OF TEXAS  
COUNTY OF FORT BEND**  
By virtue of an Order of Sale issued out of the Honorable JUDITH DISTRICT COURT OF FORT BEND County on the 29th day of November, 2016, by the Clerk thereof, in the case of FORT BEND COUNTY, ET AL vs. COURTNEY SCHUETZ, AKA COURTNEY ELIZABETH SCHUETZ, ET AL in Cause No. 15-DCV-227989-4 and so, as CONSTABLE directed and delivered, I will proceed to sell, at 10:00 O'Clock AM on the 7th day of February, 2017, which is the first Tuesday of said month, at the William B. Travis Building, First Floor Meeting Room, 301 Jackson Street, Richmond, Texas 77469-1108 of said FORT BEND County, in the City of RICHMOND, Texas, the following described property, to wit: TRACT 1: GEO. 2784000301000014 LOT 19 IN BLOCK 3 OF CINCED RANCH SOUTHWEST, SECTION 42, A SUBDIVISION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN PLAT NO. 20100004 OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS.  
Leveled on the 1st day of January, 2017, COURTNEY SCHUETZ, AKA COURTNEY ELIZABETH SCHUETZ, CINCED RANCH RESIDENTIAL ASSOCIATION, INC., to satisfy a judgment amounting to \$192,181.32, representing delinquent taxes, penalties, interest, and attorney's fees through the date of judgment, plus all costs of court, costs of sale, and post judgment penalties and interest, recoverable by law in favor of CINCED RANCH MUNICIPAL UTILITY DISTRICT 3, FORT BEND COUNTY GENERAL FUND, FORT BEND COUNTY DRAINAGE DISTRICT, FORT BEND COUNTY EMERGENCY SERVICE DISTRICT #4, KATY INDEPENDENT SCHOOL DISTRICT, FORT BEND COUNTY DRAINAGE DISTRICT, FORT BEND COUNTY EMERGENCY SERVICE DISTRICT #4 AND KATY INDEPENDENT SCHOOL DISTRICT.  
ALL BIDDERS MUST COMPLY WITH SECTION 34.015 OF THE TEXAS PROPERTY TAX CODE.  
GIVEN UNDER MY HAND THIS 30th day of JANUARY, 2017.

Wayne Thompson  
Pct. 3 Constable  
Fort Bend County, Texas  
BY: Pedro Soto  
Deputy #1336

## FBISD

INSPIRE • EQUIP • IMAGINE  
Fort Bend ISD will conduct a public hearing regarding the annual Texas Academic Performance Report (TAPR) on Monday, February 6, 2017 at 6:00 p.m. The public hearing will take place at Hightower High School (3333 Hurricane Lane, Missouri City, TX 77459) during a special call meeting and agenda review workshop.

State law requires school districts to hold a public discussion about the District's performance on the annual TAPR within 90 calendar days (not including the Winter Holiday) from the date the report was released.

THE STATE OF TEXAS  
CITIZEN BY PUBLICATION

TO: UNKNOWN HEIRS OF THE ESTATE OF GALEN W. SOUTHWICK AKA GALEN SOUTHWICK, NO KNOWN ADDRESS.

**NOTICE:**  
You have been sued. You may employ an attorney. If you or your attorney do not file a written answer with the clerk who issued this citation by 10:00 a.m. on Monday next following the expiration of forty-two days from the date of issuance of this citation, same being filed by February 17, 2017 a default judgment may be taken against you. Said answer may be filed by mailing same to: District Clerk's Office, 401 Jackson, Richmond, Texas 77469, or by bringing it to the office. Our street address is 1422 Egon Hermann Circle, Richmond TX 77469. We are located on the first floor of the Justice Center Building.

The case is presently pending with the 268TH JUDICIAL DISTRICT COURT of Fort Bend County sitting in Richmond, Texas, and was filed on November 01, 2016. It bears cause number 16-DCV-236713 and is styled:

Wells Fargo Bank, N.A. vs. Galen W. Southwick NKA Galen Southwick, Deceased, Sylvia H. Southwick NKA Sylvia Southwick Parapente Ventures, LLC Mahendra Pandita

The name and address of the attorney for PLAINTIFF OR PETITIONER is:  
ELIZABETH HAYES  
BUCKLEY MADOLE PC  
PO BOX 9013  
ADDISON TX 75001  
214-530-4154

The nature of the demands of said PLAINTIFF OR PETITIONER is as follows to wit: LOT FOURTEEN (14) IN BLOCK ONE (1), OF OYSTER CREEK PLACE AT LAKE OLYMPIA, SECTION THREE (3), A SUBDIVISION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN SLIDE NO. 996-8, OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS. WELLS FARGO BANK, N.A. IS SEEKING THE COURT QUANTIFY THE AMOUNT CHARGEABLE TO THE PROPERTY WITH RESPECT TO THE LOAN (INCLUDING PRINCIPAL, PREJUDGMENT INTEREST, REASONABLE ATTORNEY'S FEES AND EXPENSES, ADVANCES, COSTS AND POSTJUDGMENT INTEREST) AND OBTAIN FORECLOSURE UPON THE LOAN SECURED SUCH AMOUNT AS PLAINTIFF'S SOLE REMEDY FOR DEFENDANT'S BREACH OF CONTRACT.

If this Citation is not served, it shall be returned unserved. Signed under my hand and seal of said Court, at Richmond, Texas on this 22nd day of December, 2016.

DISTRICT CLERK ANNIE REBECCA ELLIOTT  
Fort Bend County, Texas  
BY: Deputy District Vanessa Vazquez  
Fort Bend County, Texas  
Telephone: (281) 341-3754

**PUBLIC HEARING NOTICE**  
The Commissioners Court of Fort Bend County, Texas has set a public hearing at 1:00 p.m. on Tuesday, February 28, 2017, for Item 11.1 (Partial Plat) No. 1, Precinct 3. The hearing will be held in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas.  
Under state law, you the owner, have certain rights with respect to the proposed plat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LJA Engineering, Inc. at [geoffrey@ljaengineering.com](mailto:geoffrey@ljaengineering.com) for information prior to the hearing.  
Submitted by:  
Laura Richard  
Fort Bend County Clerk

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Under state law, you the owner, have certain rights with respect to the proposed plat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LJA Engineering, Inc. at [geoffrey@ljaengineering.com](mailto:geoffrey@ljaengineering.com) for information prior to the hearing.  
Submitted by:  
Laura Richard  
Fort Bend County Clerk

**CONSTABLES SALE**  
Under and by virtue of a Writ of Execution and/or Order of Sale issued on DECEMBER 13th, 2016, by the DISTRICT COURT 240TH of Fort Bend County, Texas in Cause No. 15-DCV-228415 in favor of the claimant: HUNTERS' GLEN HOMEOWNERS ASSOCIATION, Plaintiff, for the sum of \$13,367.09, plus costs as taxed on said execution and/or order of sale and further the sum of executing the same, have levied on December 13th, 2016, and will offer for sale on the 7th day of FEBRUARY, 2017 at the County Courthouse steps of Fort Bend County, Texas in the city of Richmond, Texas between the hours of Ten O'clock AM and Four O'clock PM, and all rights, interests, and claims which the said Defendant(s) - ABRAHAM E. OVERSTREET, has in or to the following described Real Property situated in Fort Bend County, Texas; viz:

Legal Description: LOT 10, IN BLOCK 4, OF HUNTERS' PARK, SECTION 24, AN ADDITION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAJOR PLAT THEREOF, RECORDED IN VOLUME 26, PAGE 17 OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS, MORE COMMONLY KNOWN AS 1438 HUNTERS PARK DRIVE, MISSOURI CITY, TEXAS 77469 (PROPERTY).

TERMS: CASH  
TIME SALE TO BE HELD AT OR ABOUT 10:00 AM  
PLACE: 301 JACKSON ST., WILLIAM TRAVIS BUILDING, 15TH FLOOR MEETING ROOM, RICHMOND TEXAS 77469.

Gary Majors, Constable  
Fort Bend County Precinct Two  
By: Sergeant, C. McRae  
Deputy Constable

## AUTOMOBILE: Toyota Corolla iM

By BARBARA FULENBERGER

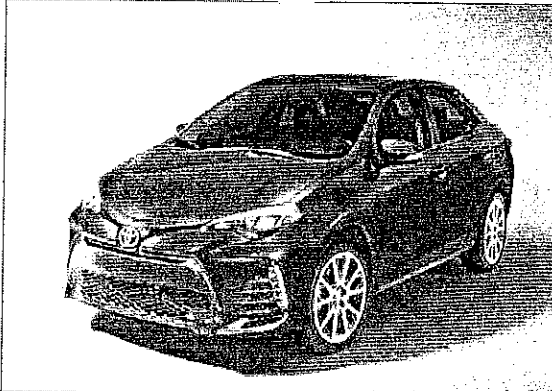
For Corolla buyers looking to hatch up some adventures, the iM is the perfect addition to the Toyota Corolla line-up. With its versatile hatchback, the new 2017 Corolla iM has plenty of room to handle passengers and gear.

The Corolla iM's cabin is roomy, refined, versatile and high-tech equipped. The 1.8-liter dual overhead cam engine is very easy on gas. The chassis, with double-wishbone rear suspension and standard 17-inch alloy wheels, smooths out urban bumps and tames adventurous curves. For more hands-on driving fun, a 6-speed stick shift is also available.

For 2017, the iM comes with a safety package that includes a camera and laser beam for enhanced performance and reliability. With lane departure alert, automatic high beams and a pre-collision system, the safety system can help prevent or mitigate collisions in a wide range of vehicle speeds.

Detailing on the Corolla iM belies the affordable pricing. The piano black grille treatment, standard sporty body, LED daytime running lights and taillights provide its signature. As for gas prices that go up and down, the iM offers performance and efficiency. The EPA estimated rating is 28 city/36 hwy/31 combined. The 4-cylinder engine makes 137 horsepower. 1.8-liter 4-cylinder engine uses continuously variable valve timing for a large torque curve.

The iM has a standard



6-speed stick shift and both the manual and automatic iM models come standard with hill start assist, which helps prevent roll-back. The optional automatic is suited to the 1.8-liter engine. It has a Sport Mode as well as manual shifting with seven stepped shift points.

Rear suspension on the iM is double-wishbone type, which does not take up cargo space. Add in standard 17-inch alloy wheels with fat 225/45R17 tires, and the iM delivers a tight, taut road feel and a complete ride quality.

The electronic power steering makes low-speed maneuvering quick and easy and provides a good feel and less assistance at highway speeds. It also helps boost fuel efficiency

because the system consumes power only when assist is needed. Inside are standard bolstered front sport seats that fit the body and integrate a whip-lash injury lessening structure for occupant protection. The iM's versatility, starts with 60/40 fold-down rear seats and standard cargo cover.

The iM comes standard with a multimedia system. The 6-speaker Pioneer system plays from a variety of sources and is controlled through a 7-inch display audio unit that includes standard HD Radio and Aha. That screen also provides the view for the standard rear back-up camera.

Leather wraps the steering wheel and provides fingertip switches for audio, multi-info

display and hands-free phone calls via Bluetooth. The 4.2-inch color multi-information display between the main instrument gauges provides displays for the car's features and other functions.

The Corolla iM comes with dual-zone automatic A/C control, color-keyed heated power-folding exterior mirrors that clear up fog or frost in a hurry. Auto on/off headlamps are another convenience inherited from a higher segment.

The Corolla iM with all standard equipment has a MSRP of \$19,490.

For that price the front-wheel drive, hatchback Corolla provides a fun drive with adequate hauling space. It is also a good ride and drive.

FORT BEND COUNTY  
COMMUNITY DEVELOPMENT DEPARTMENT  
FY 2017 CONSOLIDATED ANNUAL ACTION PLAN  
NOTICE OF PUBLIC HEARING

To build and strengthen new partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA) programs. Fort Bend County is in the process of developing its FY 2017 Consolidated Annual Action Plan.

A Public Hearing will be held on Tuesday, February 28, 2017 at 1:00 p.m. Fort Bend County Commissioners Court, 2nd Floor, Fort Bend County Courthouse, 401 Jackson Street, Richmond, Texas to receive comments from the public regarding the housing and community development needs of low- and moderate-income persons, such as homeless individuals and families; persons with special needs; the elderly; severely mentally ill; developmentally disabled; physically disabled persons; with alcohol/drug addictions; and persons with HIV/AIDS; the housing needs of renters and owners; community needs such as anti-crime, economic development, infrastructure, planning and administration, public facilities, public services, senior programs, youth programs and other non-housing community development needs. The public is encouraged to attend and to submit comments to Marilyn Kinfield, Community Development Director, 301 Jackson St., Suite 607, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2017 Consolidated Annual Action Plan, as appropriate.

Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. This venue is accessible for persons with physical disabilities. Spanish language translators are available at the meeting for persons with limited English proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.

## CONSTABLE'S NOTICE OF SALE

Notice is hereby given, that by virtue of a certain Order of Sale issued by the clerk of the 143TH DISTRICT COURT of Fort Bend County, Texas on NOV 29, 2016 in cause numbered 15-DCV-230723 styled First Colony Community Services Association, Inc. vs. RAJAL SINGH ANAND AND GINA ANAND, in which a judgment was rendered on DECEMBER 29, 2015 in favor of First Colony Community Services Association, Inc. for the sum of Eight Thousand Seven Hundred Fifty Three Dollars and Sixty Four Cents (\$8753.64) plus fees for posting notice of sale, publishing, costs of sale, interest, and all costs of executing this writ, and all costs of executing this writ.

I have levied upon the below listed property on DEC 15, 2016 and will on FEB 7, 2017 Tuesday, between the hours of 10:00 a.m. and 4:00 p.m. proceed to sell for cash to the highest bidder, all the Right, Title, and Interest of RAJAL SINGH ANAND AND GINA ANAND in and to the following described Real Property:

LOT THIRTY-THREE (33), IN BLOCK THREE (3) OF LAKEMORE MEADOWS, A SUBDIVISION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 1238, PAGE 18 OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS, MORE COMMONLY KNOWN AS 17033 LANTANA DR. SUGAR LAND, TX 77479

The above sale to be made by me to satisfy the above described judgment in favor of First Colony Community Services Association, Inc. Plaintiff, and the proceeds applied to the satisfaction thereof.

LOCATION: FORT BEND COUNTY TRAVIS BLDG 1ST FLOOR MEETING ROOM 301 JACKSON, RICHMOND, TX 77469  
DATE: FEB 7 2017  
APPROX: 11:00 AM  
BY: SGT AL KUTACI

## CONSTABLE'S NOTICE OF SALE

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LOT TWENTY ONE (21), BLOCK ONE (1) OF MAGNOLIA PLANTATION, SECTION ONE (1) AT FIRST COLONY AN ADDITION, IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN SLIDE NO 11416B AND 11417A OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS (PROPERTY).

The above sale to be made by me to satisfy the above described judgment in favor of First Colony Community Services Association, Inc. Plaintiff, and the proceeds applied to the satisfaction thereof.

LOCATION: FORT BEND COUNTY TRAVIS BLDG 1ST FLOOR MEETING ROOM 301 JACKSON, RICHMOND, TX 77469  
DATE: FEB 7 2017  
APPROX: 11:00 AM  
BY: SGT AL KUTACI

## PUBLIC HEARING NOTICE

The Commissioners Court of Fort Bend County, Texas has set a public hearing on Tuesday, February 28, 2017, at 1:00 p.m. for acceptance of the traffic control plan for Indiana Boulevard at Louisa Street to add multi-way stop control, Precinct 3.

The hearing will be held in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas. You are invited to attend and state your approval or objection on this matter.

Submitted by:  
Laura Richard  
Fort Bend County Clerk

## CITY OF MISSOURI CITY

## LEGAL NOTICE

THIS IS A MANDATED PUBLICATION OF THE LEGAL NOTICE  
OPENING DATE OF FEBRUARY 21, 2017 AT 10:00 PM  
Request for Proposal for Contractors in the CDBG Housing Rehabilitation Program for the City of Missouri City

RFP # 17-138 CDBG Housing Rehab Program  
RFPs may be obtained from the State of Texas Electronic State Business (ESB) at <http://esb.state.tx.us>. Responses must be sealed, marked on the outside of the delivery envelope with the bid name and number as listed above, and the date of opening. Responses must be delivered to the attention of:

Purchasing Manager  
City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77460

prior to the acceptance deadline. Responses marked improperly and therefore misdirected will not be considered. Responses will be opened on February 21, 2017 at 10:00 p.m. Until final award at the Contract, the OWNER reserves the right to reject any or all Responses, to waive irregularities or technicalities, to re-advertise, or proceed to do the Work otherwise when in the best interest of the OWNER. No bid may be withdrawn during the 60 days following the bid opening date.

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The hearing will be held in the Commissioners Courtroom at 401 Jackson Street, Second Floor, Richmond, Texas. You are invited to attend and state your approval or objection on this matter.

Submitted by:  
Laura Richard  
Fort Bend County Clerk

## CITY OF MISSOURI CITY

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## NOTICE OF CONSTABLES SALE

THE STATE OF TEXAS  
COUNTY OF FORT BEND

By virtue of an Order of Sale issued out of the Honorable 143TH DISTRICT COURT OF FORT BEND County on the 28th day of December, 2016, by the Clerk thereof, in the case of FORT BEND INDEPENDENT SCHOOL DISTRICT vs. LATORIA L. GUNAS, ET AL in Cause No. 15-DCV-205458 and in me, as CONSTABLE directed and delivered, I will proceed to sell, at 10:00 O'Clock AM on the 7th day of February, 2017, which is the first Tuesday of said month, at the William B. Travis Building, First Floor Meeting Room, 301 Jackson Street, Richmond, Texas 77469-1108 of said FORT BEND County, in the City of RICHMOND, Texas, the following described property, to wit: TRACT 1: GEO. 2784000301000014 LOT TWENTY-SIX (26), IN BLOCK (2) OF QUAIL CREEK, SECTION ONE (1), A SUBDIVISION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 20100004 OF THE MAP RECORDS OF FORT BEND COUNTY, TEXAS.

Leveled on the 3rd day of January, 2017 as the property of LATORIA L. GUNAS, LATORIA LYNN GUNAS-PORTER, BANK OF AMERICA, N.A. to satisfy a judgment amounting to \$123,915.00, representing delinquent taxes, penalties, interest, and attorney's fees through the date of judgment, plus all costs of court, costs of sale, and post judgment penalties and interest recoverable by law in favor of FORT BEND INDEPENDENT SCHOOL DISTRICT, CITY OF HOUSTON, FORT BEND COUNTY GENERAL FUND, FORT BEND COUNTY DRAINAGE DISTRICT, FORT BEND COUNTY LATERAL ROAD AND FLOOD CONTROL, FORT BEND COUNTY COMUNITY DRAINAGE DISTRICT, SECTION 34.015 OF THE TEXAS PROPERTY TAX CODE.  
GIVEN UNDER MY HAND THIS 3RD day of JANUARY, 2017.

Wayne Thompson  
Pct. 3 Constable  
Fort Bend County, Texas  
BY: Pedro Soto  
Deputy #1336

## NOTICE OF CONSTABLES SALE

THE STATE OF TEXAS  
COUNTY OF FORT BEND

By virtue of an Order of Sale issued out of the Honorable 143TH DISTRICT COURT OF FORT BEND County on the 28th day of December, 2016, by the Clerk thereof, in the case of FORT BEND INDEPENDENT SCHOOL DISTRICT vs. LATORIA L. GUNAS, ET AL in Cause No. 15-DCV-205458 and in me, as CONSTABLE directed and delivered, I will proceed to sell, at 10:00 O'Clock AM on the 7th day of February, 2017, which is the first Tuesday of said month, at the William B. Travis Building, First Floor Meeting Room, 301 Jackson Street, Richmond, Texas 77469-1108 of said FORT BEND County, in the City of RICHMOND, Texas, the following described property, to wit:

TRACT 1: GEO. 2784000301000014 LOT 38 IN BLOCK 2, IN SOUTHWEST CROSSING, SECTION ONE, A SUBDIVISION IN FORT BEND COUNTY, TEXAS, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN VOLUME 20100004 OF THE MAP RECORDS OF FORT BEND COUNTY, TEXAS. SAID LOT LYING WHOLLY IN BOTH COUNTIES.

Leveled on the 1st day of December, 2016 as the property of LATORIA L. GUNAS, LATORIA LYNN GUNAS-PORTER, BANK OF AMERICA, N.A. to satisfy a judgment amounting to \$123,915.00, representing delinquent taxes, penalties, interest, and attorney's fees through the date of judgment, plus all costs of court, costs of sale, and post judgment penalties and interest recoverable by law in favor of FORT BEND INDEPENDENT SCHOOL DISTRICT, CITY OF HOUSTON, FORT BEND COUNTY GENERAL FUND, FORT BEND COUNTY DRAINAGE DISTRICT AND CITY OF HOUSTON.

ALL BIDDERS MUST COMPLY WITH SECTION 34.015 OF THE TEXAS PROPERTY TAX CODE.  
GIVEN UNDER MY HAND THIS 1st day of December, 2016.

GARY MAJORS  
CONSTABLE, Pct. 2  
FORT BEND COUNTY, TEXAS

## News

Katy Bar Association hosts  
Peoples' Law School on February 11

The public is invited to the Peoples' Law School on Estate Planning, sponsored by the Katy Bar Association, Saturday, Feb. 11, at 10 a.m. at the Maud Marks Library. Speakers are Kate Marinucci and Harry Herzog.

The Katy Bar Association is hosting this informative program as part of its public outreach, speakers will be providing professional insights and basic information about estate planning, wills, and powers of attorney. Kate Marinucci

has been practicing law since 2011 and is a partner at Marunoz Nestor Marinucci. She will discuss the Texas probate system "Why you need a will, key documents in your estate planning, and the components of a will."

Harry Herzog, an attorney for 34 years, with Herzog and Corp. is Board Certified in Civil Trial law and Civil Appellate law, and a past president of the Texas Association of Civil Trial and Appellate Specialists. He will discuss

"The Power of Attorney and its importance."

Program Chair, Katrina Rogers, remarked, "We have planned this public service project to provide critical information, and now look forward to everyone attending, meeting our eminently qualified speakers, and learning important Estate Planning details."

Contact her at Katrina-Rogers@cox.net and call the Library for reservations at 281-492-8592.

County Health  
and Human  
Services  
Recognized

The Fort Bend County Health & Human Services' Public Health Emergency Preparedness Program has been recognized by the National Association of County and City Health Officials (NACCHO) for its ability to plan for, respond to, and recover from public health emergencies. Fort Bend County's Health and Human Services Department received this honor by meeting 305 comprehensive preparedness benchmarks required by Project Public Health Ready (PPHR), a unique partnership between NACCHO and the Centers for Disease Control and Prevention (CDC). This recognition confirms that Fort Bend County has a thorough and coordinated emergency response plan in place as well as the staff training required to protect the health of the community during an emergency. Fort Bend County Judge Bob Hebert said, "The key to successful emergency management is proper planning. It is always too late to stop and figure out what to do when an emergency arises. This national recognition of Fort Bend County's Health and Human Services emergency program planning and preparedness effort reinforces my thinking that we are as fully prepared for public health emergency situations as we can be. I commend everyone who participates in this continuous effort to be prepared."

## Powerful Tools for Caregivers® — Seminars

A caregiver is someone who has taken on the very selfless role of caring for a loved one. Many times, the caregiver has the great responsibility of making sure their loved one's basic needs are met, which requires work and dedication.

By linking care of his or her own needs, the caregiver will be able to better care for those who depend on them. Powerful Tools for Caregivers® is an educational program to help family and friends caring for older adults with long-term health conditions.

The free seminar consists of six classes, each of which focuses on different tools that will help guide the caregiver through the caregiving journey. You will learn about setting goals, staying motivated and dealing with feelings of anger, guilt and depression, giving you the increased confidence and ability to cope with the demands of caregiving.

This six-week course begins Monday, Feb. 20 and runs through Monday, March 27. Classes are held every Monday from 2:30-4:30 p.m. in the Brazos Pavilion Chapel, first floor, at Houston Methodist Sugar Land Hospital. Registration is required. For more information or to register, contact the Houston Methodist Sugar Land Hospital Spiritual Care Department at snowman@houstonmethodist.org or 281.274.7164. Seating is limited.

## AUTOMOBILE—Toyota Corolla Anniversary Edition

By BARBARA FULEXWIDER

For the Corolla's 50th birthday, Toyota introduced a Corolla SE special edition model that gets special paint and trim color in the SE model with moonroof, Smart Key and Entune Audio Plus.

The Corolla gets a sportier look for 2017 thanks to a new front grille and LED headlamps. The L, LE and LE Eco grades gain Bi-LED headlamps, while complex-LED headlamps come standard on SE, XSE and XLE grades.

With the base L model adding a back-up camera, that feature is now standard across the Corolla line. Redesigned 16-inch wheels are standard on the LE and XLE, while the SE and XSE step up into standard 17-inch alloy wheels.

Onboard entertainment has come a very long way since the first Corolla's AM radio, including Standard Bluetooth and Entune Audio among them. Audio and connectivity upgrades include Entune Audio Plus with Connected Navigation (Scout GPS Link App) or available Entune Premium Audio with Integrated Navigation and App Suite. Both the Entune Audio Plus and Entune Premium Audio systems feature a 7-inch touch screen for 2017.

Also new for the 2017 Corolla customers is Toyota Safety Sense-P technology. This system bundles the pre-collision system with pedestrian detection; lane departure alert with steering assist; dynamic radar cruise control and automatic high beams.

The first Toyota Corolla went into production in November 1966 and made its United States debut in 1968. By 1970, Corolla was already



among the more popular import cars in the country. Over the decades Corolla has become roomier, more powerful, more efficient, and gained much more advanced safety technology.

The Corolla SE 50th anniversary special edition celebrates this important milestone year for Corolla with upscale features and the addition of Black Cherry Pearl paint, Classic Silver and Blizzard Pearl. The Corolla SE 50th anniversary special edition, which was the test drive model, will be offered in a run of 8,000 vehicles.

Inside, Toyota made this anniversary model extra special with black mixed media seats with black cherry piping and contrast stitching. Black Cherry contrast stitching also trims the black interior's steering wheel and shift boot. The distinctive Black Cherry theme also distinguishes the dash panel and door trim, and unique "50th Anniversary

"Edition" floor mats and exterior rear badging make the final touch.

The 2017 Corolla 50th Anniversary Edition comes standard with a 7-inch touchscreen and Entune Audio Plus with Connected Navigation (Scout GPS Link App). There's also a color 4.2-inch multi-information display in the gauge panel. A standard Smart Key system with push button start and power lift/slide moonroof add an upscale touch to this special Corolla.

The 2017 Corolla upholds the model's reputation for value and quality, starting with roominess. Consider the Corolla's 41.4 inches of rear seat legroom, which gives it a 3-7 inch advantage over most competitors.

The entry model Corolla L offers continuously variable transmission with intelligence (CVT-S), air conditioning with a dust and pollen filter, integrated backup camera, moonchrome 3.5-inch multi-information display, USB and iPod connectivity, Bi-LED headlamps, integrated

backup camera with projected path guidelines, Bluetooth for hands-free phone control, phone book access and audio streaming, 60/40 split fold-down rear seat, tilt and telescoping steering column, overhead console with map light, Entune Audio with 6.1-inch display screen and six speakers and power windows and door locks.

The 2017 Corolla LE Eco CVT is expected to be the fuel economy champ of the line, with a projected rating of 40 MPG highway. It is also the most powerful Corolla in the line with a specially tuned 140-horsepower 1.8-liter four-cylinder engine in place of the 132-horsepower version used in the other models. This exclusive version of the engine features Valvetronic technology, which offers a broader range of continuously variable valve timing than even the VVT-i in the standard Corolla engine.

High-strength construction sets the foundation for exemplary collision performance in the Corolla. In addition to the new safety system, the Corolla continues to include vehicle stability control, traction control, anti-lock braking, electronic brake-force distribution and brake assist. The Corolla also comes equipped with a brake-override system and an electronic tire pressure monitoring system.

The 50th anniversary model of Toyota Corolla has a MSRP of \$21,900. It has a large number of amenities, comforts and manners. Of course, Toyota's well-known dependability.

**PUBLIC HEARING NOTICE**  
The Commissioners Court of Fort Bend County, Texas has set a public hearing at 1:00 p.m. on Tuesday, February 28, 2017 for Tamaron Section 11 Partial Replat No. 1, Precinct 3. The hearing will be held in the Commissioners Courtroom, at 401 Jackson Street, Second Floor, Richmond, Texas. Under state law, you the owner, have certain rights with respect to the proposed replat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LIA Engineering, Inc. at Greenman@liaengineering.com for information prior to the hearing.

Submitted by:  
Laura Richard  
Fort Bend County Clerk

**PUBLIC HEARING NOTICE**  
The Commissioners Court of Fort Bend County, Texas has set a public hearing at 1:00 p.m. on Tuesday, Feb. 28, 2017 for Tamaron Trace Section Dedication, being a replat of Tamaron Lift Station Site No. 1, Precinct 3. The hearing will be held in the Commissioners Courtroom, at 401 Jackson Street, Second Floor, Richmond, Texas. Under state law, you the owner, have certain rights with respect to the proposed replat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LIA Engineering, Inc. at Greenman@liaengineering.com for information prior to the hearing.

Submitted by:  
Laura Richard  
Fort Bend County Clerk

**NOTICE TO CREDITORS**  
Notice is hereby given that original Letters Testamentary for the Estate of Oscar Bannar, Jr., Decedent, were issued on January 26, 2017, in Cause Number 16-CPR-029920, pending in the County Court at Law Number 4, Fort Bend County, Texas, to James Bannar. All persons having claims against this Estate which is currently being administered are required to present them to the undersigned within the time and in the manner prescribed by law.

DATED the 3rd day of January, 2017.

HRBACKE LAW FIRM, P.C.  
By Dean A. Hrbacek  
State Bar No. 10128800  
dhrbacke@hrbacke.com  
Caitlin Peterson  
State Bar No. 21057613  
cpeterson@hrbacke.com  
Email for service: deanh@hrbacke.com  
130 Industrial Blvd., Ste. 110  
Sugar Land, Texas 77478  
Telephone: (281) 240-2424  
Facsimile: (281) 240-7089  
ATTORNEYS FOR DEPENDENT EXECUTOR

**NOTICE TO CREDITORS**  
Notice is hereby given that original Letters Testamentary for the Estate of Ramon P. Simon, Decedent, were issued on October 3, 2016, in Cause Number 16-CPR-029533, pending in the County Court at Law Number 2, Fort Bend County, Texas, to Elizabeth Simon. All persons having claims against this Estate which is currently being administered are required to present them to the undersigned within the time and in the manner prescribed by law.

DATED the 31st day of January, 2017.

Margaret M. Connolly  
Attorney for Elizabeth Simon  
State Bar No. 24688806  
14015 Southwest Freeway, #14  
Sugar Land, Texas 77478  
Telephone: (281) 433-9488  
Facsimile: (281) 491-4707  
Email: mconnollylaw@gmail.com

**NOTICE TO CREDITORS**  
Notice is hereby given that original Letters Testamentary for the Estate of Deanna Thompson, Decedent, were issued on October 3, 2016, in Cause Number 16-CPR-029272, pending in the County Court at Law Number 2, Fort Bend County, Texas, to Theresa Ellis. All persons having claims against this Estate which is currently being administered are required to present them to the undersigned within the time and in the manner prescribed by law.

DATED the 22nd day of September, 2016.

Margaret M. Connolly  
Attorney for Theresa Ellis  
State Bar No. 24688806  
14015 Southwest Freeway, #14  
Sugar Land, Texas 77478  
Telephone: (281) 433-9488  
Facsimile: (281) 491-4707  
Email: mconnollylaw@gmail.com

**CITY OF MISSOURI CITY**  
**LEGAL NOTICE**  
THIS IS A MANDATED PUBLICATION OF THE LEGAL NOTICE  
OPENING DATE OF FEBRUARY 21, 2017 AT 2:00 PM.  
Request for Proposals for Contractors in the CDBG Housing Rehabilitation Program for the City of Missouri City  
RFP # 17-138 CDBG Housing Rehabilitation Program  
RFPs may be obtained from the State of Texas Electronic State Business Daily (ESBD) at <http://esbd.com>. Responses must be sealed, marked on the outside of the delivery envelope with the Bid name and number as listed above, and the date of opening. Responses must be delivered to the attention of:  
Purchasing Manager  
City of Missouri City  
1522 Texas Parkway  
Missouri City, TX 77489  
prior to the acceptance deadline. Responses marked improperly and therefore misdirected may be discarded. Responses will be opened on February 21, 2017 at 2:00 p.m. Until final award of the Contract, the OWNER reserves the right to reject any or all Responses, to waive irregularities or technicalities, to re-advertise, or proceed to do the Work otherwise when in the best interests of the OWNER. No bid may be withdrawn during the 60 days following the bid opening date.

**FORT BEND COUNTY**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
**FY 2017 CONSOLIDATED ANNUAL ACTION PLAN**  
**NOTICE OF PUBLIC HEARING**  
To build and strengthen long-term partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), and Housing Opportunities for Persons with AIDS (HOPWA) Programs. Fort Bend County is in the process of developing its FY 2017 Consolidated Annual Action Plan.

A Public Hearing will be held on Tuesday, February 28, 2017 at 1:00 p.m. Fort Bend County Commissioners Court, 2nd Floor, Fort Bend County Courthouse, 401 Jackson Street, Richmond, Texas to receive comments from the public regarding the housing and community development needs of low- and moderate-income persons, such as homeless individuals and families; persons with special needs (the elderly, frail elderly, severely mentally ill, developmentally disabled, physically disabled, persons with alcohol/drug addictions, and persons with HIV/AIDS); the housing needs of women and children; community needs such as anti-crime, economic development, infrastructure, planning and administration, public facilities, public services, senior programs, youth programs; and other non-housing community development needs. The public is encouraged to attend and to submit comments to Marilyn Knudell, Community Development Director, 301 Jackson St., Suite 602, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2017 Consolidated Annual Action Plan, as appropriate.

Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. This venue is accessible for persons with physical disabilities. Spanish language translators are available at the meeting for persons with Limited English Proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.

**Cause No. 16-CPR-029775**  
**Notice of Appointment of Peter A. Vogt**  
Notice is hereby given that on the 6th day of February, 2017 Letters of Independent Administration upon the Estate of Regina Vogt, Decedent, were issued to Peter A. Vogt, Independent Administrator of the Estate of Regina Vogt, Decedent, by County Court at Law No. 3 (Fort Bend County, Texas), in Cause No. 16-CPR-029775 pending upon the Docket of said Court. All persons having claims against said estate are hereby required to present the same within the time prescribed by law to the address of the said Peter A. Vogt, Independent Administrator, being as shown below.

Dated this 6th day of February, 2017.

Peter A. Vogt  
17510 Marigold Drive  
Sugar Land, Texas 77479

Dermott Riggs, P.C.  
2245 Texas Drive, Suite 300  
Sugar Land, Texas 77478  
281-423-7447 (phone)  
281-366-2505 (fax)  
Email: driggs@windstream.net  
Attorney for Peter A. Vogt, Independent Administrator of the Estate of Regina Vogt, Decedent

**PUBLIC HEARING NOTICE**  
The Commissioners Court of Fort Bend County, Texas has set a public hearing at 1:00 p.m. on Tuesday, Feb. 28, 2017 for Tamaron Trace Section 3 Street Dedication, being a replat of Tamaron Lift Station Site No. 1, Precinct 3. The hearing will be held in the Commissioners Courtroom, at 401 Jackson Street, Second Floor, Richmond, Texas.

Under state law, you the owner, have certain rights with respect to the proposed replat. Should you wish to exercise your right, you may be heard at the planned public hearing. You may contact Geoffrey A. Freeman with LIA Engineering, Inc. at Greenman@liaengineering.com for information prior to the hearing.

Submitted by:  
Laura Richard  
Fort Bend County Clerk



**PUBLIC NOTICE**  
**FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT**  
**FY 2017 CONSOLIDATED ANNUAL ACTION PLAN DRAFT**

To build and strengthen new partnerships with State and local governments and the private sector, the U.S. Department of Housing and Urban Development (HUD) requires a single consolidated submission for the planning and application aspects of the Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) Programs.

The overall goals of the community development and planning programs covered by the Consolidated Plan are to strengthen partnerships with jurisdictions and to extend and strengthen partnerships among all levels of government and the private sector, including for-profit and nonprofit organizations, to enable them:

- to provide decent housing;
- to establish and maintain a suitable living environment; and
- to expand economic opportunities for every American, particularly for very low-income and low-income persons.

The purpose of the Consolidated Plan is to require the County to state in one document its plan to pursue these goals for all the community planning and development programs, as well as for housing programs. The FY 2015 Consolidated Plan serves the following functions:

1. A planning document for the jurisdiction, which builds on a participatory process at the lowest levels;
2. An application for federal funds under HUD's formula grant programs;
3. A strategy to be followed in carrying out HUD programs; and,
4. An action plan that provides a basis for assessing performance.

The Consolidated Plan Final Rule requires that local government jurisdictions submit to HUD five-year Consolidated Plans containing a housing and homeless needs assessment, a housing market analysis, a strategic plan, an action plan, and the required HUD certifications. The FYs 2015-2020 Consolidated Plan includes Fort Bend County's revised housing and homeless needs assessment and housing market analysis. The strategic plan sets forth program goals and specific objectives in a manner that helps local governments and citizens keep track of programmatic results.

The FY 2017 Consolidated Annual Action Plan includes the proposed projects to be funded during FY 2017, September 1, 2017 to August 31, 2018. These projects are listed below by program funding source. The recommended amount of funding for each project also is listed.

Annual Action Plan  
2017

**Community Development Block Grant (CDBG) Program:**

Amount of Assistance Available from FY 2016 HUD CDBG Reallocated Funds	<b>\$17,511</b>
Amount of Assistance Available for FY 2017:	<b>\$2,393,772</b>
Countywide CDBG Program Administration and Planning	\$470,000
Countywide Fort Bend CORPS Housing Repair Program	\$273,316
Arcola Arcola Wastewater Treatment Plant Generator	\$318,304
Kendleton Braxton Road Water Line Improvements	\$319,904
Riverwood MUD No. 19 Water System Improvements, Phase 6	\$132,804
Richmond North Richmond Sanitary Sewer Improvements, Phase 9	\$289,604
Rosenberg North Rosenberg Water Improvements, Phase 5	\$353,804
Countywide ARC of FBC Social and Recreational Program	\$34,000
Countywide Brazos Bend Guardianship Services: Corporate Guardianship Program	\$30,000
Countywide Catholic Charities Integrated Case Management for Seniors	\$35,903
Countywide Child Advocates FBC Forensic Interviewer/Children's Services Coordinator	\$37,954
Countywide FBC Women's Center Shelter Support Services	\$36,000
Countywide Fort Bend Seniors: Meals on Wheels Program	\$40,000
Countywide Literacy Council of Fort Bend: Literacy Tutoring	\$39,690

**HOME Investment Partnership Program:**

Amount of Assistance Available for FY 2017:	<b>\$498,535</b>
Countywide HOME Program Administration	\$49,853
CHDO Set-Aside	\$74,781
Countywide FBC Housing Rehabilitation Program	\$373,901

**Emergency Solutions Grant (ESG) Program:**

Amount of Assistance Available for FY 2017:	<b>\$205,712</b>
Countywide ESG Program Administration	\$15,428
Countywide FBC Women's Center Emergency Shelter Operations/Essential Services	\$47,418
Countywide Parks Youth Ranch Emergency Shelter Operations/Essential Services	\$60,108
Countywide Rapid ReHousing/Homelessness Prevention and Stabilization Services	\$82,758

The Fort Bend County FY 2017 Consolidated Annual Action Plan Draft will be available for public review and comment from Thursday, July 6, 2017 to Thursday, July 20, 2017. The public is encouraged to review this document and submit comments. The Consolidated Annual Action Plan Executive Summary can be reviewed on the Fort Bend County Community Development Department website: <http://www.fortbendcountytexas.gov/> In addition, copies of the Consolidated Annual Action Plan are available from the Fort Bend Community Development Department, 301 Jackson St., Suite 602, Richmond, Texas, 77469. Please call the department at (281) 341-4410 or email comments to [communitydevelopment@fortbendcountytexas.gov](mailto:communitydevelopment@fortbendcountytexas.gov)

Annual Action Plan  
2017

A public meeting will be held on Thursday, July 13, 2017, at 10:00 a.m., at the William B. Travis Building, 301 Jackson St., 1<sup>st</sup> Floor Meeting Room, Richmond, Texas to receive comments from the public regarding the draft FY 2017 Consolidated Annual Action Plan. The public is encouraged to attend and to submit comments to Marilyn Kindell, Community Development Director, at the Fort Bend County Community Development Department, 301 Jackson St., Suite 602, Richmond, Texas, 77469. Comments will be incorporated into the draft Consolidated Annual Action Plan document, as appropriate.

Persons with vision or hearing impairments or other individuals with disabilities requiring auxiliary aids and services may contact the department at (281) 341-4410 regarding reasonable accommodations for the meeting. This venue is accessible for persons with physical disabilities. Spanish language translators are available at the meeting for persons with Limited English Proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.

Public notice 14 day 2017 final

Annual Action Plan  
2017

# PUBLISHER'S AFFIDAVIT

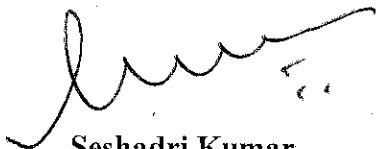
THE STATE OF TEXAS

COUNTY OF FORT BEND

Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

1. It devotes not less than twenty-five percent (25%) of its total column lineage to general interest items;
2. It is published at least once each week;
3. It is entered as second-class postal matter in the county where it is published; and
4. It has been published regularly and continuously since 2008. It is generally circulated within Fort Bend County.
5. Publisher further deposes and says that the attached notice was published in said newspaper on the following date(s) to wit:

July 5, 2017: Fort Bend County CDBG FY 2017 Consolidated Annual Action Plan Draft



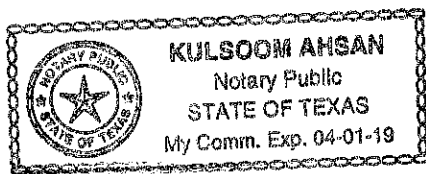
**Seshadri Kumar**

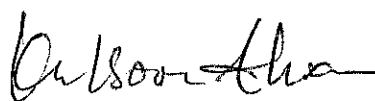
Publisher

SUBSCRIBED AND SWORN BEFORE ME by Seshadri Kumar who

- (a) Is personally known to me, or
- (b) Provided the following evidence to establish his/ her identity, **TXDL**

On this the **19** day of July, 2017, to certify which witness my hand and seal of office.



  
Notary Public, State of Texas

## **APPENDIX B CITIZEN PARTICIPATION PLAN FORT BEND COUNTY, TEXAS**

### **INTRODUCTION**

This Citizen Participation Plan describes the process whereby citizens, organizations, local governments and agencies may take part in the development of the Consolidated Plan, Annual Action Plans, Substantial Amendments to plans, the Consolidated Annual Performance Report (CAPER), and the submission of guaranteed loan fund applications. This Citizen Participation Plan is required in the regulations for the Consolidated Plan (CFR 91.105). The plan provides for:

- giving citizens timely notice of local meetings and reasonable and timely access to local meetings, information, and records;
- giving citizens access to technical assistance in developing proposals;
- holding the minimum number of public meetings and/or hearings;
- meeting the needs of non-English speaking residents;
- providing affected citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously included in an application and activities which are proposed to be deleted or substantially changed in terms of purpose, scope, location, or beneficiaries;
- responding to citizen complaints and grievances in a timely manner; and
- encouraging citizen participation, particularly by low- and moderate-income persons who reside in slum or blighted areas, and other areas in which guaranteed loan funds are to be used.

#### **1. Encouragement of Citizen Participation**

Fort Bend County encourages the participation of local and regional institutions, the Continuum of Care and other organizations in developing and implementing the consolidated plan. Fort Bend County will explore alternative public involvement techniques and quantitative ways to measure efforts that encourage citizen participation in a shared vision for change in communities and neighborhoods, and the review of program performance.

#### **2. Timely Notice and Access To Meetings, Information, and Records.**

The Fort Bend County Community Development Department will give citizens timely notice of the opportunity to make written or verbal comments pertaining to the use of CDBG, ESG, and HOME funds or guaranteed loan funds. Prior to the preparation, approval and submission of the Consolidated Plan or Annual Action Plan to the U.S. Department of Housing and Urban Development (HUD), the Department will publish notices in one or more local newspapers of general circulation and will post notices on the County's website: <http://www.fortbendcountytexas.gov/> In addition, the Department will maintain a mailing list of interested citizens, organizations, and agencies and identify and notify potential and actual

beneficiaries (e.g., cooperative cities, non-profit organizations, public agencies) of the opportunity to make recommendations pertaining to the use of funds. The mailing list will also be used to notify interested persons of the Department's intent to hold public meetings to allow citizens to identify community needs and make recommendations for how funds may be used.

Citizens will be given an opportunity to make verbal and written recommendations pertaining to the use of funds. Draft copies of the Consolidated Plan, Annual Action Plans and CAPERs will be available for review at the office of the Fort Bend County Community Development Department and copies will be available for anyone requesting a copy. An electronic copy will be made available for anyone requesting an electronic copy of the Consolidated Plan, Annual Action Plan, or CAPER. Citizens and other affected parties will be provided an opportunity to examine the contents of the plan and report and submit comments and recommendations (1) at public meetings held for that purpose, (2) by mail, (3) by email, and (4) by delivery to the office of the Fort Bend County Community Development Department. Citizens and other affected parties will be encouraged to submit written recommendations to the Department for documentation and evaluation purposes. Comments and recommendations received at the public meetings will be reviewed by the Department and will be taken into consideration when the Consolidated Plan, Annual Action Plan, CAPER, or guaranteed loan fund applications are prepared.

Citizens will be given at least 30 days to comment on the draft Consolidated Plan or Annual Action Plan before the final plans are completed. Citizens will be provided at least 15 days to submit comments regarding the CAPER before the final report is completed. A summary of the proposed plans and report will be published as a public notice one or more local newspapers. In addition, a summary of the proposed plans and report will be posted on the County's website. A summary of any comments received will be attached to the final plans. The final Consolidated Plan and Annual Action Plan will be reviewed by Fort Bend County Commissioners Court. Upon approval, the final Consolidated Plan, Annual Action Plan and/or guaranteed loan fund applications will be available to the public upon request.

The Fort Bend County Community Development Department will give citizens timely access to local meetings. Public meetings and/or public hearings will be held at times and places that are convenient for potential and actual beneficiaries. Meetings and hearings will be held in facilities that are accessible to the disabled. The Department will make a reasonable effort to accommodate disabled persons and when possible, provide auxiliary aids upon request.

The Fort Bend County Community Development Department will provide reasonable and timely access to information and records pertaining to projected and actual use of funds. In addition, citizens will be given reasonable access to information, and records relating to the County's projected and actual use of guaranteed loan funds, including, but not limited to:

- (a) the amount of guaranteed loan funds expected to be made available for the coming year, including the program income anticipated to be generated by the activities carried out with guaranteed loan funds;

- (b) the range of activities that may be undertaken with guaranteed loan funds;
- (c) the estimated amount of guaranteed loan funds (including program income derived there from) proposed to be used for activities that will benefit low- and moderate-income persons; and
- (d) the proposed activities likely to result in displacement and the Fort Bend County Community Development Department's plans, consistent with the policies developed under **24 CFR 570.606 or 570.496** for minimizing displacement of persons as a result of the County's proposed activities.

The public may be required to provide reasonable notice and to pay for the cost of reproduction of multiple copies of written materials.

### **3. Technical Assistance.**

Upon request, the Fort Bend County Community Development Department will provide technical assistance to groups representing persons of low- and moderate-income that request such assistance in developing proposals before the release of the annual request for proposals (RFPs). The Fort Bend County Community Development Department will provide this assistance at a level and type commensurate with its staff capabilities and resources. The provision of technical assistance need not include the provision of funds to such groups.

In addition, the Fort Bend County Community Development Department will provide information to groups regarding technical assistance being provided or sponsored by HUD or other organizations.

### **4. Minimum Number of Public Hearings.**

The Fort Bend County Community Development Department will hold a minimum of one public hearing during the development of the Consolidated Plan. At least one other public hearing will be held during the program year to obtain citizens' views and to respond to proposals and questions. In addition, public meetings will be held during the Consolidated Plan, Annual Plan and CAPER processes, each at different stages of its program, for the purpose of obtaining the views of citizens and formulating or responding to proposals and questions. All together these meetings and/or hearings will address community development and housing needs, development of the Consolidated Plan, Annual Action Plan, and loan guarantee applications, and review of program performance in the CAPER. At least one of these meetings and/or hearings will be held before submission of the Consolidated Plan and/or Annual Action Plan to obtain the view of citizens on community development and housing needs and program funding recommendations. Reasonable notice of meetings and/or hearings will be provided and the meeting and/or hearing will be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the disabled.

## **5. Needs of Non-English Speaking Residents.**

In the case of public meetings and/or hearings where a significant number of non-English speaking residents can reasonably be expected to attend and participate, Spanish speaking Community Development Department staff will be available to provide translation assistance and public information to persons with Limited English Proficiency. Persons requiring other language translators must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the public meeting and/or hearing.

## **6. Reasonable Advance Notice.**

The Fort Bend County Community Development Department will provide affected citizens with reasonable advance notice of, and opportunity to comment on, proposed activities not previously included in an application and activities which are proposed to be deleted or substantially changed in terms of purpose, scope, locations, or beneficiaries. The criteria that the Fort Bend County Community Development Department will use to determine what constitutes a substantial change for this purpose is described below.

A Consolidated Plan is submitted to the U.S. Department of Housing and Urban Development (HUD) prior to receiving annual entitlement funds. Amendments to the Consolidated Plan are required whenever it is decided:

- (a) not to carry out an activity described in the Consolidated Plan;
- (b) to carry out an activity not previously described in the Consolidated Plan; or
- (c) to substantially change the purpose, scope, location, or beneficiaries of an activity. The definitions and/or criteria for what constitutes a substantial change for the purpose of amending the Consolidated Plan are as follows:
  - (1) Purpose: The purpose is substantially changed if the overall purpose for which a project is funded changes. Changing a specific objective without changing the overall purpose of the project will not be considered a substantial change.
  - (2) Scope: The scope is substantially changed if the original estimated cost of the project is increased by twenty percent or more.
  - (3) Location: The location is substantially changed if the service area of a project changes from the original service area.
  - (4) Beneficiaries: The beneficiaries are substantially changed if there is a change in type or the number is increased by twenty percent or more.

Citizens will be provided at least 30 days to comment on the substantial amendment to the Consolidated Plan before the amendment is implemented unless otherwise allowed by the U.S. Department of Housing and Urban Development (HUD)



## **7. Responses to Grievances and Complaints.**

The Fort Bend County Community Development Department will make every effort to respond to written complaints and grievances within fifteen (15) working days of the receipt of the written complaint where practicable.

## **8. Citizen Participation.**

The Fort Bend County Community Development Department will make every effort to encourage citizen participation, particularly by low- and moderate-income persons who reside in slum and blighted areas, and other areas in which funds are proposed to be used.

citizen participation plan 2017

**APPENDIX C  
FORT BEND COUNTY  
MONITORING PROCESS**

## **FORT BEND COUNTY MONITORING PROCESS**

Fort Bend County's monitoring process is viewed as a tool for avoiding problems and improving performance. It emphasizes positive feedback to subrecipients about what they have done well, in addition to pointing out areas for improvement. Built into the process are opportunities for dialogue with subrecipients to develop a better appreciation of their perspectives and to identify and resolve points of miscommunication or misunderstanding.

### **THE MONITORING PROCESS**

Fort Bend County's monitoring process is an on-going procedure of planning, implementation, communication and follow-up. Fort Bend County conducts four types of monitoring – programmatic, fiscal, desk audits and construction/rehabilitation monitoring. On-site monitoring is conducted annually unless the subrecipient is considered high-risk after analyzing the following: 1) the subrecipient is new to the CDBG, HOME, or ESG programs, 2) the subrecipient has previous compliance or performance problems, 3) the subrecipient has timeliness problems, or 4) if the agency has a history of turnovers in key staff positions. For these agencies, a more frequent monitoring schedule is developed. Staff also performs monthly desk audits that consist of reviewing client data reports, cost control reports and invoices.

The Community Development Department staff has the responsibility to ensure that CDBG, HOME and ESG funds are used in accordance with all applicable requirements. This strategy will cover the key components of the monitoring process.

### **PROGRAMMATIC MONITORING PROCESS**

Schedule appointment: The Community Development monitor will contact the agency to arrange for the monitoring visit. The monitoring visit will be confirmed in writing at least one week prior to the scheduled visit. Each agency will be monitored a minimum of once annually. Programmatic and fiscal monitoring may or may not be scheduled concurrently. In some cases it may be necessary to perform a follow up monitoring visit.

Entrance Conference: Monitors meet with agency director or a board member to answer any questions regarding the monitoring process. Monitors will also meet staff responsible for the intake process, preparation for reports of units of service and direct service providers

#### Review of Records:

Records will be selected and reviewed. Copies of certain documents and records may be made for purposes of preparing the report. Records that will be reviewed by the monitor include but are not limited to:

- Units of service reports sent to CD for the period under review.
- Daily logs, time sheets, or other documents used to derive the number of units reported.

- Any back up documents to support the tally number, such as manual worksheets.
  - A list of client records will be requested after review of the unit tallies, these client records should include eligibility documentation and records of services provided.
  - The agency's liability insurance policy (with the pages marked), in compliance with the required limits of liability specified in the contract and a 30-day prior notice of insurance coverage cancellation.
- A. Monitors will review monthly reports that are submitted by the agency. Agencies will be required to submit a monthly report to include:
- Reimbursement Request, including backup information  
Employee Monthly Time Report  
Client Data Reports  
Employee Data Report
- B. The monitor will check the agency records against CD records for the following:
- To determine if amounts in agency records reported for each month match amounts noted in CD records.
  - To determine if the report is presented in a timely manner.
  - To determine if the report is completed in a satisfactory manner.
  - To determine if the quantity of units provided is comparable to the amount of funds expended.
- C. The monitor will review the documents used by the agency to derive the number of units reported to CD.
- Check system of tallies to make certain it is sound and workable.
  - Determine the method used to distinguish CD clients from clients not billed to the CD contract. Determine if this method is usable and satisfactory.
  - Determine whether the number of units reported in sample months matches the number in the backup documents.
  - Determine if units are in keeping with the contract definition.
  - If units are differentiated between types, determine that only units of the types listed in the contract are billed for CD clients.
  - Develop a list of client files to be reviewed from the sample months, listing client number, client name, date of service, number of units served and type of service.
  - Present list to staff and allow a reasonable length of time for client files to be pulled for review.

The monitor will review client files for:

- Documentation of eligibility that is dated within twelve months of the sample service date:

- Documentation of residence within Fort Bend County, excluding the cities of Houston, Katy, Missouri City, Simonton, Sugar Land or Weston Lakes.
- Documentation of income equal to or lower than 80% of the median income for Fort Bend County for CDBG and HOME and 30% of the median for ESG.
- Documentation of the provision of services which meet the terms of the contract
- Determination of date of service and type of service provided which was taken from the tally log is also recorded in the client file and appears to be reasonable.
- Determination of whether services being provided are in accordance with the contract, whether client is in contract's target population and whether there is information in the client's file which conflicts with the documentation.
- Determination if client notes are dated, reflect the units provided, are signed by the caseworker, complete and informative as to the client's progress.

Throughout the course of the on-site visit, the monitor will observe interactions between staff and clients and the condition of the facility.

The monitor will observe whether the Equal Employment Opportunity placard has been posted as required by law:

- Observe whether official placard has been posted
- Determine if it is available for viewing by employees
- Determine if it is available for viewing by applicants for employment

#### Exit Conference:

At the end of the visit, the monitor will meet with agency director to discuss the results of the monitoring. Director may invite staff and/or board members as deemed appropriate to:

- Discuss findings, if any, and methods of correcting each individual deficiency
- Discuss concerns, if any, and methods of correcting concerns
- Discuss any observations made regarding the agency and offer technical assistance where applicable
- Answer any questions agency director or staff may have

#### Monitoring Report:

A monitoring report will be sent to the agency 1) to formally recognize the agency for doing a good job; 2) to create a permanent written record of what was found during the monitoring review and 3) to advise the agency of the monitoring visit findings or concerns. The report will set a deadline for the agency's response and request that the agency indicate how any findings or concerns will be addressed.

### **FISCAL MONITORING PROCESS**

Schedule appointment: The Community Development monitor will contact the agency to arrange for the monitoring visit. The monitoring visit will be confirmed in writing at least one week prior to the scheduled visit. Programmatic and fiscal monitoring may or may not be scheduled concurrently. Each agency will be monitored a minimum of once annually. In some cases it may be necessary to perform a follow up monitoring visit.

Entrance Conference: Monitors meet with agency director or a board member to answer any questions regarding the monitoring process. Monitors will also meet staff responsible for the intake process, preparation for reports of units of service and direct service providers.

Records will be selected and reviewed. Copies of certain documents and records may be made for purposes of preparing the report. Records that will be reviewed by the monitor include, but are not limited to:

Time and attendance reports (time sheets or time cards)

- Payroll register
- Cash receipts journal
- Check disbursement journal or check register
- Employer's payroll tax reports – quarterly federal tax return (941), annual federal unemployment report (940), quarterly state unemployment reports (C-3 & C-4), and deposit records (8109, etc.)
- Bank statements and/or cancelled checks
- General ledgers
- Invoices and purchase orders
- Bank reconciliation
- Any additional item (vouchers, documents, financial reports, records, etc.) needed to verify transactions

Review Records - Personnel:

A. Salaries – The monitor will:

- Review time and attendance reports for time billed to Community Development and verification of reports by supervisor.
- Check to see if there is a clear audit trail between the time and attendance reports, payroll register, general ledger accounts and federal and state reports.
- Test computation for gross amounts, deductions, and net payments.
- Verify cancelled checks for amounts and endorsements.
- Verify employees' time from time reports to the time reported to Community Development on Employee Monthly Time Report.
- Verify that the salary costs requested for reimbursement are allowable under the terms of the contract.

B. Fringe Benefits – The monitor will:

- Verify employer's quarterly tax reports.
  - Verify payments made to the bank for payroll taxes.
  - Verify health insurance policy
  - Select insurance invoices to verify that the amounts requested for reimbursement apply only to Community Development-funded employees.
  - Verify fringe benefits costs from payroll register to general ledger accounts.
- C. Property and Equipment files (if applicable) – The monitor will:
- Verify invoices and payments.
  - Verify purchase of equipment is in agreement with general ledger account and financial reports.
  - Ensure that purchased equipment is allowable.
  - Verify calculation of depreciation (if applicable).
  - Make physical inspection of equipment (if applicable).
- D. General/Other Operating Expenses – The monitor will:
- Examine invoices and related canceled checks.
  - Review invoices for approvals and account distribution.
  - Determine if the costs are allowable.
  - Verify agency's line item costs to amounts requested for reimbursement.
  - Verify that amounts requested for reimbursement agree with posting to general ledger.
- E. Financial Records/Revenue – The Monitor will:
- Prove footings of cash journals and trace posting to general ledger accounts.
  - Verify bank activity with cash receipts journal.
  - Verify check payable to cash or to bearer.
  - Compare cash receipts month end journal totals posted to general ledger account.
  - Verify amounts disbursed by the County to reconcile with funds received by the agency.
- F. Overall Accounting Review – The monitor will:
- Review the process used to record the various transactions and determine if it is effective.
  - Review the actual transactions and their supporting documentation, determining eligible reimbursement expenses. In order for an expenditure to be considered eligible for reimbursement, the following requirements must be met:
  - An expenditure must be for the current funding period.
  - Be a line item on the proposed budget
  - Have available funds for that line item

- Be an expenditure related to CD activity
- Review the overall agency performance to determine if it is within compliance according to the contractual terms and conditions.
- Conduct an analysis to determine if the prior year's monitoring findings have been corrected and are not being repeated.

#### Exit Conference:

At the end of the visit, the monitor will meet with agency director to discuss the results of the monitoring. Director may invite staff and/or board members as deems appropriate to:

- Discuss findings, if any, and methods of correcting each individual deficiency
- Discuss concerns, if any, and methods of correcting concerns
- Discuss any observations made regarding the agency and offer technical assistance where applicable
- Answer any questions agency director or staff may have

#### Monitoring Report:

A monitoring report will be sent to the agency to 1) formally recognize the agency for doing a good job; 2) create a permanent written record of what was found during the monitoring review and 3) advise the agency of the monitoring visit findings or concerns. The report will set a deadline for the agency's response and request that the agency indicate how the findings will be addressed. A written response will not be required for concerns noted in the report.

### **DESK AUDIT PROCESS**

Monthly during the program year the monitor conducts a desk review of the agency's client data reports, cost control reports and invoices. The monitor may require the Agency to submit additional documentation to the office for examination. The monitor may contact the agency by telephone or email or meet with agency director or appropriate staff to discuss any inconsistencies and/or problems. The monitor may offer technical assistance to resolve any issues. Upon completion of the desk audit, the monitor will determine if the invoice is approved for payment. When the invoice is approved for payment the monitor will submit the invoice for payment processing.

### **CONSTRUCTION MONITORING PROCESS**

Fort Bend County Community Development staff is also responsible for monitoring all construction and rehabilitation projects for compliance with HUD regulations and acceptable industry standards. Staff shall be responsible for the following:

- Identifying the required and desired work to be done;



- Consult with, advise and review with appropriate professionals and other personnel the work to be done and the bid proposal;
- Conduct compliance inspections, on a regular basis, to assure that the construction or rehabilitation work is being completed in accordance with the construction contract and appropriate specifications;
- Review contractor invoices and pay requests prior to approving payments to the contractors; and
- Conduct a final inspection to determine that the construction or rehabilitation work has been completed in accordance with the contract and all local, state and federal codes and regulations.

**APPENDIX D**  
**EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM**  
**WRITTEN GUIDELINES, STANDARDS AND PERFORMANCE STANDARDS**

**APPENDIX D**  
**EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM**  
**WRITTEN GUIDELINES**

The Emergency Solutions Grant regulation at 24 CFR 576.400(e) requires written standards for providing Emergency Solutions Grant (ESG) assistance. These standards must consistently be applied to all program participants.

At minimum these written standards must include:

- (i) Standard policies and procedures for evaluating individuals and families eligibility for assistance under Emergency Solutions Grant (ESG);
- (ii) Standards for targeting and providing essential services related to street outreach;
- (iii) Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g. victims of domestic violence, dating violence, sexual assault, and stalking; and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;
- (iv) Policies and procedures for assessing prioritizing and reassessing individuals' and families' needs for essential services related to emergency shelter;
- (v) Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention, and rapid re-housing assistance providers; and mainstream service and housing providers (see 576.400(b) and (c) for a list of programs with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);
- (vi) Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
- (vii) Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;
- (viii) Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and
- (ix) Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receives assistance; or the maximum number of times the program participant may receive assistance.

The following written guidelines were developed in consultation with the Coalition for the Homeless Houston/Harris County, the City of Houston, Harris County, and Fort Bend County.

## CONTINUUM OF CARE EMERGENCY SOLUTIONS GRANTS PROGRAM

### WRITTEN STANDARDS

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## INTRODUCTION

The Way Home Continuum of Care has developed the following standards for providing assistance with Emergency Solutions Grants (ESG) funds as required by 24 CFR 576.400 (e). These standards were created in coordination with the City of Houston Housing and Community Development Department, City of Pasadena Community Development, Harris County Community Services Department, Houston/Harris County Continuum of Care which includes Harris County, the City of Houston, Fort Bend County and the City of Pasadena, and Texas Department of Housing and Community Affairs funding within the CoC geographic area. They are in accordance with the interim rule for the Emergency Solutions Grants Program released by the U.S. Department of Housing and Urban Development on December 4, 2011 and the final rule for the definition of homelessness also released by the U.S. Department of Housing and Urban Development on December 4, 2011.

The Way Home Continuum of Care expects that the standards will adjust as The Way Home Continuum of Care gains more experience with and collects more data from services provided with the Emergency Solutions Grants program. The Standards serve as the guiding principles for funding programs. The Business Rules outline the operations and process for carrying out each program component.

## STANDARDS APPLICABLE TO ALL PROGRAM COMPONENTS

### ELIGIBLE ESG PROGRAM COMPONENTS

There are four (4) ESG Program Components:

1. Rapid Re-Housing
2. Emergency Shelter
3. Homelessness Prevention and
4. Street Outreach.

Funds for ESG can be used to support any of the eligible components. The Way Home Continuum of Care gives priority to funding that supports securing housing options for homeless households and to support the expansion of rapid re-housing.



## COORDINATING ASSESSMENT & SERVICES AMONG PROVIDERS

- The Way Home Continuum of Care expects that all providers participate in the coordinated assessment system. The system consists of an electronic assessment system housed in the HMIS and a dedicated Project Manager through the CoC Lead Agency. Coordinated assessment uses a common housing assessment and triage tool to ensure that all homeless individuals are referred to the appropriate housing intervention. Coordinated assessment will be used as each housing intervention supported by ESG is fully integrated into the system referral process. Prior to full implementation of coordinated assessment, agencies may continue to accept direct referrals from individuals and other agencies.

**Designate staff members for CoC Provider Input forum:** Each agency will assign two representatives to the input forum, in addition to one member (CEO/ED) who has decision making capacity for the program. CoC Provider Input Forums will meet quarterly, or more often as required by current CoC policies. The Provider Input Forum is the venue where providers give and receive information regarding CoC strategies and policies.

**Participate in any standardized training as designated by ESG funders and offered through CoC.** The CoC will provide a vetted and standardized training curriculum for all housing stability case managers. Training will be available for all agencies providing case management for housing based services. The curriculum and standards will be developed as part of and in partnership with the Continuum of Care Technical Assistance plan from the Department of Housing and Urban Development. This will focus on the requirements of maintaining stable housing and ensure access to mainstream resources that will provide ongoing, necessary supportive services for households.

## COORDINATING WITH MAINSTREAM AND TARGETED HOMELESS PROVIDERS

The Way Home Continuum of Care expects that every agency that is funded through ESG will coordinate with and access mainstream and other targeted homeless resources. The Way Home Continuum of Care will evaluate performance of each provider based on outcomes achieved. Outcomes are outlined and updated in the housing models adopted by the CoC Steering committee. These outcome measures will be used to evaluate program success annually. The Way Home Continuum of Care will use this and other performance metrics to guide funding decisions for ESG funded programs. Required outcomes for each intervention will match the outcomes approved by the CoC Steering Committee annually.

## STANDARDS SPECIFIC TO EMERGENCY SHELTER

### ELIGIBILITY: HOMELESS STATUS

Homeless clients entering into the shelter system must meet the HUD criteria for homelessness as either literally homeless (Homeless Category 1), at imminent risk of homelessness (Homeless Category 2), homeless under another federal statute (Homeless Category 3), or fleeing/attempting to flee domestic violence (Homeless Category 4).

For additional details related to the HUD definition of Homeless and applicability to each program component, see Appendix A and Appendix C.

### ELIGIBILITY: INTAKE AND ASSESSMENT

As already indicated above under Coordinating Assessment & Services, case managers will use the Continuum wide assessment tool to review client situation, understand eligibility, and begin the process of determining length of assistance. The tool will include an assessment form for diversion that providers are currently testing. Once testing has been finalized, the diversion assessment will be required for all providers, including DV providers.

### ELIGIBILITY: PRIORITIZATION & REFERRAL POLICIES

Emergency shelters will prioritize individuals/families that:

- Cannot be diverted; and
- Are literally homeless; and
- Can be safely accommodated in the shelter; and
- Are not in need of emergency medical or psychiatric services or are a danger to self or others.

Also note the following:

- Emergency Shelters cannot discriminate per HUD regulations.
- There are no requirements related to ID, income or employment;
- Transgender placement is based on self-identification of gender.
-



## STANDARDS SPECIFIC TO HOMELESSNESS PREVENTION AND RAPID RE-HOUSING

### ELIGIBILITY: STATUS AS HOMELESS OR AT-RISK OF HOMELESSNESS

#### HOMELESSNESS PREVENTION

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Homelessness Prevention assistance:

- At Risk of Homelessness
- Homeless Category 2: Imminently at-risk of homelessness
- Homeless Category 3: Homeless under other federal statute and
- Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **not** also literally homeless. If the individuals/families are also literally homeless they would actually qualify for Rapid Re- Housing instead. See below.)

Additional eligibility requirements related to Homelessness Prevention include:

- **Proof of residence** within The Way Home Continuum of Care service area.
- **Total household income below 30 percent of Area Family Income (AFI)** for the area at initial assessment. Clients must provide documentation of household income, including documentation of unemployment and zero income affidavit for clients without income.

#### RAPID RE-HOUSING

Individuals/families, who meet the HUD criteria for the following definitions, are eligible for Rapid Re-Housing assistance:

- Homeless Category 1: Literally homeless
- Homeless Category 4: Fleeing/attempting to flee DV (as long as the individuals/families fleeing or attempting to flee DV are **also** literally homeless).

For additional details related to the HUD definition of Homeless and At Risk of Homelessness and applicability of these definitions to each program component, see Appendix A, B and C.



## ELIGIBILITY: INTAKE AND ASSESSMENT

Once coordinated access is available for all housing interventions, all clients must have an initial eligibility assessment and triage for appropriate housing by a specially trained housing assessor. All clients come through coordinated access and are assessed using the housing triage in HMIS. Housing triage will identify, based on the standard assessment, individuals who are best suited for rapid re-housing. The standard assessment accounts for length and frequency of homelessness, physical and mental health status, criminal history, veteran status, domestic violence experience, substance abuse conditions and employment history.

## TARGETED POPULATIONS: CLIENT PRIORITIZATION

### HOMELESSNESS PREVENTION

Note that all targeted individuals and families described below have to meet the minimum HUD requirements for eligibility to HP.

The Way Home Continuum of Care will use a shared assessment form that will target those clients with the most barriers to housing. Each barrier will have an allotment of points, and the higher score (and more barriers) the more likely the client will receive services. The assessment of barriers is based on an objective review of each client's current situation using the tool rather than the subjective opinion of a case manager assessing each client's needs. All clients must have a minimum score of 20 to receive assistance. See Appendix D for a copy of the assessment form.

Additionally, The Way Home Continuum of Care prioritizes and assists households who have previously received Rapid Re-Housing assistance and are at risk of becoming homeless again regardless of barrier assessment score. These households will be identified and triaged through the Coordinated Access system.

### RAPID RE-HOUSING

Coordinated access will prioritize individuals who are currently homeless but not in need of permanent supportive housing as eligible for rapid re-housing. This can include, but is not limited to individuals and households who,

- are first time homeless;

- have few recent episodes of homelessness; or
- are part of a family that is homeless.

It should be noted, rapid re-housing funds are directed to individuals with income or work history and skills that indicate employability.

## FINANCIAL ASSISTANCE

### DURATION AND AMOUNT OF ASSISTANCE

The Way Home Continuum of Care has adopted the CoC approved Housing Models and Business Rules to measure community outcomes for all housing interventions. The CoC requires that all subrecipients for ESG Rapid Re-Housing funds use the CoC-wide assessment tools to assist in determining the duration and amount of assistance. The tools do not dictate the amount of assistance that each household receives, but guides the case manager and client to determine the appropriate amount of assistance for each household.

- All clients are assessed to determine initial need and create a budget to outline planned need for assistance.
- Agencies cannot set organizational maximums or minimums but must rely on the CoC standardized tools to evaluate household need.
- Through case management, client files are reviewed monthly to ensure that planned expenditures for the month validate the financial assistance request.
- The Way Home Continuum of Care expects that households will receive the minimum amount of assistance necessary to stabilize in housing.

Clients cannot exceed 24 months of assistance in a 36 month period. The Rapid Re-Housing Business Rules outline processes that may require supervisory approval.

### PARTICIPANT SHARE

Participant share will be determined by use of common assessment and budgeting tools approved through The Way Home Continuum of Care. These tools will assist in determining the monthly assistance and client contribution amounts. Clients will participate in the development of their individual housing plan with a case manager. The housing plan will be based on client goals and shared goals for achieving housing stability. Case managers will use the housing plan



to assist in determining the client contribution toward rent. Clients are expected to contribute a portion of their income based on budgeting to ensure housing stability. Financial assistance is available for households with zero income. Details of when clients are terminated or redirected to a more appropriate intervention are outlined in the business rules.

## HOUSING STABILIZATION AND RELOCATION RELATED ASSISTANCE AND SERVICES

### REQUIRED SERVICES: CASE MANAGEMENT & CASE LOADS

The Way Home Continuum of Care requires that all clients are referred to a case manager through the coordinated access system. Coordinated access will triage homeless clients for rapid re-housing that are in need of short to medium term assistance based on individual circumstances and vulnerability. Coordinated Access Assessors will refer to a rapid re-housing case manager who is contracted through a case management intermediary contracted by local funders. The case manager will perform an individual assessment and create a housing plan using the common assessment tools. This begins the process to rapidly re-house the homeless household as quickly and efficiently as possible.

Homelessness prevention clients must have an initial home visit when first approved for assistance and subsequent house visits with each recertification every three months. It is expected that case managers will conduct office visits with homelessness prevention clients between home visits, at least once per month. Case managers and program managers are encouraged to provide more than the minimum required services through case management.

Rapid re-housing case managers will maintain an average case load of 35 clients. This will allow case managers to provide quality case management and ensure that services are targeted to individuals most likely to be successful with rapid re-housing assistance. As the rapid re-housing program for the continuum expands, this number may increase.

Case management includes housing assistance and home and office visits determined by client need and supported by the housing plan.

As required by the Continuum of Care Housing Models, case managers are expected to follow up with clients that have successfully exited rapid re-housing case management at a minimum of 30 days after exiting the program. Clients who remain in housing for 90 days after exiting rapid re-housing, identified through HMIS, are categorized as stably housed.

Case management staff must communicate with the landlord and ensure that they have an updated copy of the Rental Assistance Agreement and are aware of anticipated changes to the participant rent share.

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## REQUIRED SERVICES: HOUSING LOCATION SERVICES

Any subrecipient of ESG assistance must also agree to utilize and may contribute to the function of housing specialist for households receiving rapid re-housing. This specialized position will be dedicated to finding appropriate housing and developing relationships with affordable housing providers so that ESG clients have greater access to housing choice, rather than expecting that clients must navigate the system on their own.

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## REQUIRED SERVICES: INSPECTION AND LANDLORD AGREEMENT

Any unit that receives financial assistance through rapid re-housing must pass a Housing Quality Standards Inspection as outlined in the ESG regulations. The inspections will be conducted by a qualified agency with expertise in inspection and the process for identifying units and conducting an inspection is outlined in the rapid re-housing business rules.

Any unit that receives rental assistance payments through rapid re-housing must have an agreement in place between the financial assistance intermediary and the property. The rental assistance agreement details the terms under which rental assistance will be provided. The rental assistance agreement outlines the requirements for rental payment as well as terms regarding any notice to vacate or eviction by the owner.

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## INELIGIBLE SERVICES: CREDIT REPAIR AND LEGAL SERVICES

The Way Home Continuum of Care will not allow ESG funds to be used for credit repair or legal services. These services are deemed ineligible activities. The Way Home Continuum of Care has found limited access to this resource by clients and providers and will instead encourage the use mainstream service providers and establish them as part of the system of providers with formal relationship.

## OPTIONAL SERVICES: SECURITY/UTILITY DEPOSITS

Rental and utility deposits can be included in housing stabilization services as dictated by the housing stabilization plan. Rental and utility deposits can be included in lieu of or in combination with rental assistance for a unit. Requirements for inspections and rental assistance agreements for units with only security deposits are outlined in the rapid re-housing business rules.

- Security deposits can cover up to two months of rent.
- Deposits may remain with the client if they are stably housed as outlined in the case management and caseloads section.
- Security and utility deposit transactions will be managed through the case management fiscal agent and are outlined in the business rules.

## OPTIONAL SERVICES: RENTAL APPLICATION FEES

The Way Home Continuum of Care expects that rapid re-housing location specialists will work closely with housing providers and establish trusting relationships among landlords in a way that will encourage property owners and managers to waive application fees for rental properties. To that end, application fees can only be provided for one application at a time; but note that this only limits the number of applications that require application fees. Case managers and housing specialists can and should work with clients and landlords to process as many free applications as possible.

## ELIGIBILITY: PERIODIC RE-CERTIFICATION

All case managers are required to re-certify clients based on the following schedule. At that time, a case manager may decide to extend, decrease or discontinue providing assistance.

Program Component	Schedule	Re-certification Criteria
Homelessness Prevention	Every 3 months	For both HP and RRH, to continue to receive assistance, clients must <ul style="list-style-type: none"> <li>• be at or below 30% AFI AND</li> <li>• lack sufficient resources and support networks necessary to retain housing without ESG assistance.</li> </ul>
Rapid Re-Housing	Annually	



# APPENDIX A: HUD DEFINITION FOR HOMELESS

HUD CRITERIA FOR DEFINING HOMELESS	<b>Category 1</b>	Literally Homeless	<p>Individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:</p> <ul style="list-style-type: none"> <li>• Has a primary nighttime residence that is a public or private place not meant for human habitation;</li> <li>• Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); <u>or</u></li> <li>• Is exiting an institution where (s)he has resided for 90 days or less <u>and</u> who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution</li> </ul>
	<b>Category 2</b>	Imminent Risk of Homelessness	<p>Individual or family who will imminently lose their primary nighttime residence, provided that:</p> <ul style="list-style-type: none"> <li>• Residence will be lost within 14 days of the date of application for homeless assistance;</li> <li>• No subsequent residence has been identified; <u>and</u></li> <li>• The individual or family lacks the resources or support networks needed to obtain other permanent housing</li> </ul>
	<b>Category 3</b>	Homeless under other Federal statutes	<p>Unaccompanied youth under 25 years of age, or families with children and youth, who do not otherwise qualify as homeless under this definition, but who:</p> <ul style="list-style-type: none"> <li>• Are defined as homeless under the other listed federal statutes;</li> <li>• Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;</li> <li>• Have experienced persistent instability as measured by two moves or more during in the preceding 60 days; <u>and</u></li> <li>• Can be expected to continue in such status for an extended period of time due to special needs or barriers</li> </ul>
	<b>Category 4</b>	Fleeing/ Attempting to Flee DV	<p>Any individual or family who:</p> <ul style="list-style-type: none"> <li>• Is fleeing, or is attempting to flee, domestic violence;</li> <li>• Has no other residence; <u>and</u></li> <li>• Lacks the resources or support networks to obtain other permanent housing</li> </ul>

# APPENDIX B: HUD DEFINITION FOR AT RISK OF HOMELESSNESS

HUD CRITERIA FOR DEFINING AT RISK OF HOMELESSNESS	Category 1	Individuals and Families	<p>An individual or family who:</p> <ul style="list-style-type: none"> <li>(i) Has an annual income below <u>30%</u> of median family income for the area; <u>AND</u></li> <li>(ii) Does not have sufficient resources or support networks immediately available to prevent them from moving to an emergency shelter or another place defined in Category 1 of the "homeless" definition; <u>AND</u></li> <li>(iii) Meets one of the following conditions: <ul style="list-style-type: none"> <li>A. Has moved because of economic reasons 2 or more times during the 60 days immediately preceding the application for assistance; <u>OR</u></li> <li>B. Is living in the home of another because of economic hardship; <u>OR</u></li> <li>C. Has been notified that their right to occupy their current housing or living situation will be terminated within 21 days after the date of application for assistance; <u>OR</u></li> <li>D. Lives in a hotel or motel and the cost is not paid for by charitable organizations or by Federal, State, or local government programs for low-income individuals; <u>OR</u></li> <li>E. Lives in an SRO or efficiency apartment unit in which there reside more than 2 persons or lives in a larger housing unit in which there reside more than one and a half persons per room; <u>OR</u></li> <li>F. Is exiting a publicly funded institution or system of care; <u>OR</u></li> <li>G. Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in the recipient's approved Con Plan</li> </ul> </li> </ul>
	Category 2	Unaccompanied Children and Youth	A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute
	Category 3	Families with Children and Youth	An unaccompanied youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under section 725(2) of the McKinney-Vento Homeless Assistance Act, and the parent(s) or guardian(s) or that child or youth if living with him or her.

**APPENDIX C: CROSS WALK OF HUD HOMELESS AND AT RISK DEFINITIONS AND  
ELIGIBILITY TO ESG PROGRAM COMPONENTS**

<b>Eligibility by Component</b>	<b>Emergency Shelter</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in ES projects:</p> <ul style="list-style-type: none"> <li>• Category 1: Literally Homeless</li> <li>• Category 2: Imminent Risk of Homeless</li> <li>• Category 3: Homeless Under Other Federal Statutes</li> <li>• Category 4: Fleeing/Attempting to Flee DV</li> </ul>
	<b>Rapid Re-Housing</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in RRH projects:</p> <ul style="list-style-type: none"> <li>• Category 1: Literally Homeless</li> <li>• Category 4: Fleeing/Attempting to Flee DV (if the individual or family is also literally homeless)</li> </ul>
	<b>Homelessness Prevention</b>	<p>Individuals and families defined as Homeless under the following categories are eligible for assistance in HP projects:</p> <ul style="list-style-type: none"> <li>• Category 2: Imminent Risk of Homeless</li> <li>• Category 3: Homeless Under Other Federal Statutes</li> <li>• Category 4: Fleeing/Attempting to Flee DV (if the individual or family is NOT also literally homeless)</li> </ul> <p>Individuals and families who are defined as At Risk of Homelessness</p> <p>Additionally, HP projects must only serve individuals and families that have an annual income BELOW 30% AMI</p>



**APPENDIX D: ELIGIBILITY CRITERIA AND PRIORITIZATION TOOL FOR HOMELESSNESS PREVENTION SYSTEM****Eligibility Requirements**

All potential clients will be screened for the following:

**Income** – Only households with income below 30% of the Area Median Income are eligible for Homelessness Prevention services (see Attachment A for income limits)

PLUS

**Trigger Crisis** – An event has occurred which is expected to result in housing loss within 30 days due to one of the listed reasons (see Attachment B for qualifying trigger crises)

PLUS

**No resources or support network to prevent homelessness** –No other options are possible for resolving this crisis. “But for this assistance” this household would become literally homeless— staying in a shelter, a car, or another place not meant for human habitation

OR

**Unaccompanied children and youth who qualify as homeless under another Federal statute** – See Runaway and Homeless Youth Act definition or Documentation for school district certification of homelessness (see Attachment C for other definitions of homelessness)

OR

**Families with children or youth who qualify as homeless under another Federal statute** –See Runaway and Homeless Youth Act definition or Documentation for school district certification of homelessness (see Attachment C for other definitions of homelessness)

PLUS

**Score of at least 20 points**—or 15 – 19 points with override sign-off (see Attachment D for score sheet)

## Attachment A

### 30% Area Median Income (2017)

1 Person Household	\$15,050	(\$1,254/month)
2 Person Household	\$17,200	(\$1,433/month)
3 Person Household	\$19,350	(\$1,612/month)
4 Person Household	\$21,450	(\$1,787/month)
5 Person Household	\$23,200	(\$1,933/month)
6 Person Household	\$24,900	(\$2,075/month)
7 Person Household	\$26,600	(\$2,216/month)
8 Person Household	\$28,350	(\$2,362/month)

**Attachment B Trigger Crisis Will lose housing within 30 days due to one of the following:**

- \_\_\_\_\_ Moved twice or more in the past 60 days
- \_\_\_\_\_ Living in the home of another person because of economic hardship
- \_\_\_\_\_ Notified that right to occupy their current housing or living situation will be terminated within 21 days after date of application
- \_\_\_\_\_ Living in hotel or motel and cost is not paid for by charitable organization or government program for low-income people
- \_\_\_\_\_ Living in SRO or efficiency where more than 2 people live; or in a larger housing unit with more than 2 people per room
- \_\_\_\_\_ Exiting a publicly funded institution or system of care
- \_\_\_\_\_ Exiting a publicly or privately funded inpatient substance abuse treatment program or transitional housing program
- \_\_\_\_\_ Living in rental housing that is being condemned by a government agency and tenants are being forced to move out

## Attachment C

### Other Definitions of Homelessness

- **Runaway and Homeless Youth Act (42 U.S.C 5701 et seq.)**

*Runaway and Homeless Youth* funding is administered by the Family and Youth Services Bureau within the Administration for Children & Families (ACF) of the U.S. Department of Health and Human Services (HHS). Information about Runaway and Homeless Youth program grantees is available online at <http://www2.ncfy.com/locate/index.htm>.

- **Head Start Act (42 U.S.C. 9831 et seq.)**

*Head Start* funding is administered by the Office of Head Start (OHS) within ACF/HHS. A listing of Head Start programs, centers, and grantees is available online at <http://eclkc.ohs.acf.hhs.gov/hslc/HeadStartOffices>

- **Violence Against Women Act of 1994; subtitle N (42 U.S.C. 14043e et seq.)**

*Violence Against Women Act* established the Office on Violence Against Women (OVW) within the U.S. Department of Justice (DOJ). OVW administers financial and technical assistance to communities across the country that are developing programs, policies, and practices aimed at ending domestic violence, dating violence, sexual assault, and stalking. Currently, OVW administers one formula grant program and eleven discretionary grant programs, all of which were established under VAWA and subsequent legislation. More information about OVW is available online at <http://www.ovw.usdoj.gov/>.

- **Public Health Service Act; section 330 (42 U.S.C. 254b)**

*The Public Health Service Act* authorized the Health Center Program, which is administered by the Bureau of Primary Health Care within the Health Resources and Services Administration (HRSA) of HHS. Information about local Health Centers can be found online at <http://bphc.hrsa.gov/index.html>

- **Food and Nutrition Act of 2008 (7 U.S.C. 2011 et seq.)**

*Food and Nutrition Act of 2008* relates to the Supplemental Nutrition Assistance Program (SNAP), formerly known as Food Stamps. SNAP is administered by the U.S. Department of Agriculture (USDA). More information about SNAP can be found online at <http://www.fns.usda.gov/snap/>

- **Child Nutrition Act of 1966; section 17 (42 U.S.C. 1786)**

*Child Nutrition Act of 1966* authorized numerous programs related to school lunches and breakfasts and funds for meals for needy students. For more information about these programs, contact the local School Department.

- **McKinney-Vento Act; subtitle B of title VII (42 U.S.C. 11431 et seq.)**

McKinney-Vento Act authorized the McKinney-Vento Education for Homeless Children and Youths Program, which is administered via the Office of Elementary and Secondary Education within the U.S. Department of Education. More information about this program is available online at <http://www2.ed.gov/programs/homeless/index.html>. Also, contact the local School Department.

**Attachment D****Prioritization****Scoring Income**

Scoring _____	Rent burden at 66 – 80% of income....	5 points
	Income at or below 15% AMI....	20 points OR
_____	Income 16 – 29% AMI....	10 points

**15% Area Median Income (2015)**

1 Person Household	\$7,525	(\$627/month)
2 Person Household	\$8,600	(\$716/month)
3 Person Household	\$9,675	(\$806/month)
4 Person Household	\$10,725	(\$893/month)
5 Person Household	\$11,600	(\$966/month)
6 Person Household	\$12,450	(\$1,037/month)
7 Person Household	\$13,300	(\$1,108/month)
8 Person Household	\$14,175	(\$1,181/month)



## Tenant Barriers/Risk Factors Scoring

Tally	Screening Barrier	Points for Barrier
<input type="checkbox"/>	Eviction history	1 point
<input type="checkbox"/>	No credit references: has no credit history	1 point
<input type="checkbox"/>	Lack of rental history: has not rented in the past	1 point
<input type="checkbox"/>	Unpaid rent or broken lease in the past (separate from current unpaid rent)	1 point
<input type="checkbox"/>	Poor credit history: late or unpaid bills, excessive debt, etc	1 point
<input type="checkbox"/>	Past Misdemeanors	1 point
<input type="checkbox"/>	Past Felony other than critical Felonies listed below	1 point
<input type="checkbox"/>	Exiting criminal justice system where incarcerated for less than 90 days	1 point
<input type="checkbox"/>	Critical Felony (drugs, sex crime, arson, crimes against other people)	5 points
<input type="checkbox"/>	Pregnant or has at least one child 0 – 6	5 points
<input type="checkbox"/>	Head of household under 30 years old	5 points
<input type="checkbox"/>	Family experienced literal homelessness in the past 3 years	5 points
<input type="checkbox"/>	Only 1 adult in household	5 points

\_\_\_\_\_ **TOTAL (Tally of Income & Tenant Barriers Scoring)**

### Override

If a household has 15 to 19 points but the agency believes there is a compelling reason to provide homelessness prevention services, the program can document reasons for overriding the score. The override must be signed off by an agency representative at a higher level of authority than direct service staff.

**Fort Bend County, Texas  
Emergency Solutions Grants Program  
Written Performance Standards**

**The following outcomes were developed in consultation with the Coalition for the Homeless Houston/Harris County.**

**Emergency Shelter Outcomes**

- Where did people exit to?
  - Short-Term Goal: Number and Percent of clients exiting to a known place, do not put Exit to Unknown.
  - Long-Term Goal: Tie renewal funding to successful exits.
  - Number and percent of people who were assisted in overcoming barriers to the next step of housing. Defined as: Obtaining identification, Documenting experience of domestic violence, Documenting homelessness, Documenting debilitating condition, Assisting with intake for: permanent supportive housing, rapid re-housing, or transitional housing.
  - Number and percent of people who increased income from entry to exit of program.

**Emergency Shelter Outputs**

- Case Management: Sessions of case management, differentiating phone visits and office visits.
- Shelter Bed Days: Length of stay in shelter per instance.
- Day Shelter: Unduplicated Clients served and Total Meals served.
- Domestic Violence: Unduplicated number of clients who received medical assessment.
- Shelter: Income upon entry, Income upon exit.

**Homelessness Prevention**

**Community-Level Measure:**

- How many clients who exited to permanent housing then reappeared in the shelter system.

**Program-Level Measure:**

- Number and percent of people who exited to each housing type.
- Number and percent of people who increased income from entry to exit.
- Number and percent of people who are still housed 30 days after exiting prevention program.

**Program-Level Output:**

- Length of stay in service.
- Other supportive mainstream and homeless services accessed.
- Case Management: Sessions of case management, differentiating phone visits, home visits, and office visits.

## **Rapid Re-Housing**

### **Community-Level Measure:**

- How many clients who exited to permanent housing then reappeared in the shelter system.

### **Program-Level Outcome Measure:**

- Number and percent of people who exited to each housing type.
- Number and percent of people who increased income from entry to exit.
- Number and percent of people who are still housed 30 days after exiting prevention program.

### **Program-Level Output:**

- Length of stay in service.
- Other supportive mainstream and homeless services accessed.
- Case Management: Sessions of case management, differentiating phone visits, home visits, and office visits.

## **HMIS Administration**

### **Outputs**

- Number of unique staff provided training.
- Add question about data quality/scrubbing. Alerting recipients of problems with data.

### **Outcomes**

- Number and percent of ESG subrecipients who have received HMIS training.
- Number and percent of Issue Track requests resolved within 48 hours.