

FORT BEND COUNTY, TEXAS

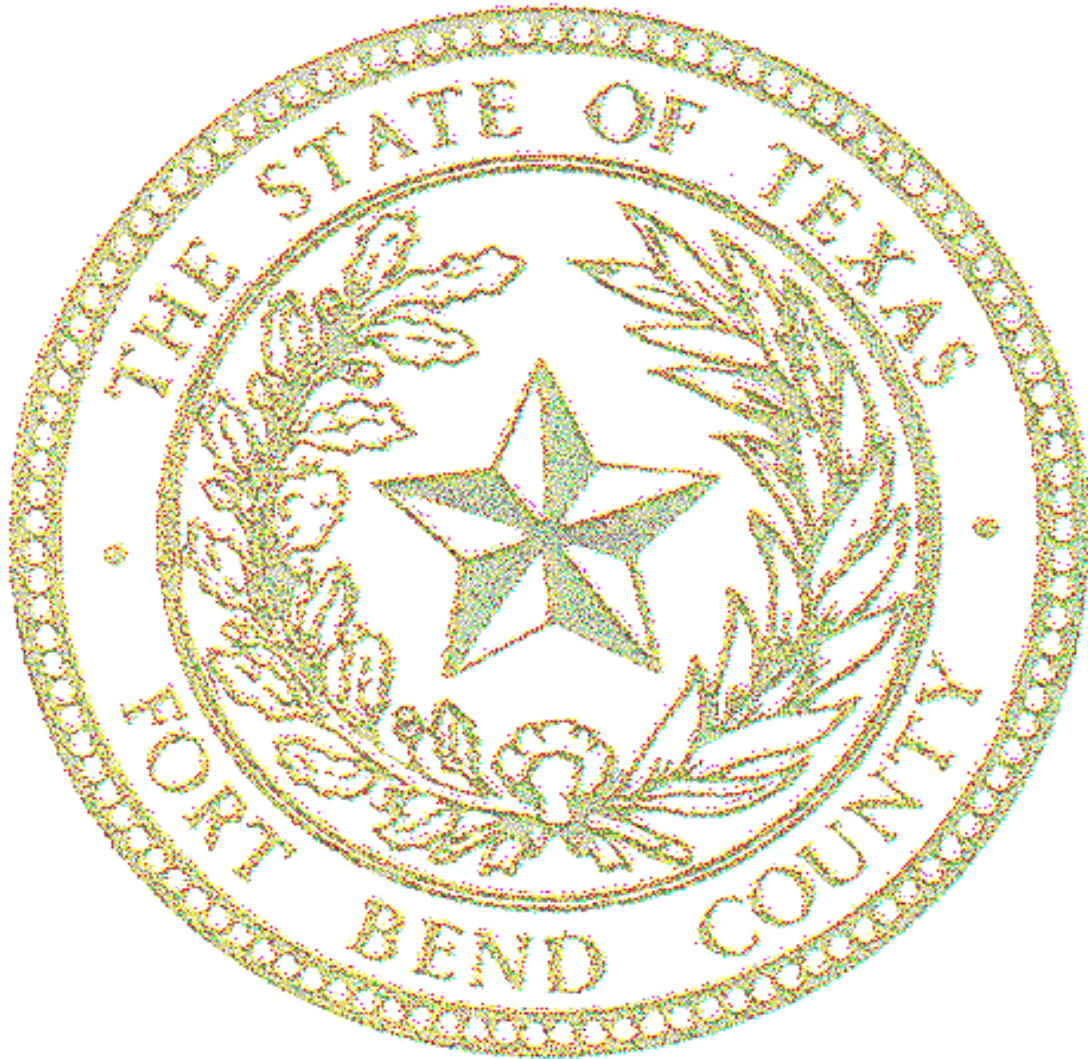
**FY 2016
CONSOLIDATED ANNUAL ACTION PLAN**

SEPTEMBER 1, 2016 - AUGUST 31, 2017

**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**



COUNTY OF FORT BEND, TEXAS

Robert E. Hebert
Richard Morrison, Commissioner
Grady Prestage, Commissioner
Andy Meyers, Commissioner
James Patterson, Commissioner

County Judge
Precinct 1
Precinct 2
Precinct 3
Precinct 4

TABLE OF CONTENTS

	PAGE
AP-05	Executive Summary ----- 1
PR-05	Lead and Responsible Agencies ----- 3
AP-10	Consultation ----- 5
AP-12	Participation ----- 12
AP-15	Expected Resources ----- 17
AP-20	Annual Goals and Objectives ----- 21
AP-35	Projects ----- 29
AP-38	Projects Summary ----- 31
AP-50	Geographic Distribution ----- 50
AP-55	Affordable Housing ----- 53
AP-60	Public Housing ----- 55
AP-65	Homeless and Other Special Needs Activities ----- 56
AP-75	Barriers to Affordable Housing ----- 59
AP-85	Other Actions ----- 61
AP-90	Program Specific Requirements ----- 65

SF 424 and Certifications

APPENDIX A:	SUMMARY OF CITIZENS COMMENTS
APPENDIX B:	CITIZEN PARTICIPATION PLAN
APPENDIX C:	FBC MONITORING PROCESS
APPENDIX D:	EMERGENCY SOLUTIONS GRANT (ESG) PROGRAM: WRITTEN GUIDELINES, STANDARDS AND PERFORMANCE STANDARDS
APPENDIX E:	ENTITLEMENT AAP CHECKLIST

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 anticipated resources it will receive during the year under the CDBG, HOME, ESG and other HUD programs, as well as, all local resources it will receive and/or allocate to these activities. It also includes the Standard Form 424 for the County's CDBG, HOME, and ESG Programs.

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 \$2,284,992 in Community Development Block Grant (CDBG) Program funds, \$494,362 in HOME Investment Partnerships Program funds and \$200,060 in Emergency Solutions Grant (ESG) Program funds directly from the U.S. Department of Housing and Urban Development (HUD) for program year 2016 (September 1, 2016 to August 31, 2017). The projects to be funded in FY 2016 are listed below by funding source.

CDBG: \$1,292,570 in public facility/improvements; \$251,347 in public services; \$336,000 in housing; \$405,000 in administration.

HOME: \$370,771 FBC Housing Rehabilitation Program; \$74,155 CHDO set-aside; \$49,436 in administration.

ESG: \$109,056 for emergency shelter operations and services; \$70,000 for rapid rehousing, housing prevention and stabilization services; \$6,000 for HMIS; \$15,004 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 2015 program year ends on August 31, 2016 and FY 2016 begins on September 1, 2016. The FY 2016 Consolidated Action Plan is the second year of the 2015 Consolidated Plan. A review of the first year activities will not be available until November 2016, with the submission of the FY 2015 Consolidated Annual Performance and Evaluation Report (CAPER) to HUD. There were several 5 year goals and objectives that were not addressed in the FY 2015 and FY 2016 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 held public meetings and a public hearing in addition to publishing on the County's website and in a newspaper of general circulation during the planning process. Information was also distributed through electronic format. Five written comments were received during the development of the FY 2016 Consolidated Annual Action Plan. All comments were accepted (See Appendix A)

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.

Five written comments were received during the development of the FY 2016 Consolidated Annual Action Plan. All comments were accepted (See appendix A)

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

Five written comments were received during the development of the FY 2016 Consolidated Annual Action Plan. All comments were accepted (See appendix A)

7. Summary

Fort Bend County will receive \$2,284,992 in Community Development Block Grant (CDBG) Program funds, \$494,362 in HOME Investment Partnerships Program funds and \$200,060 in Emergency Solutions Grant (ESG) Program funds directly from the U.S. Department of Housing and Urban Development (HUD) for program year 2016 (September 1, 2016 to August 31, 2017).

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 2016 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

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

1. Introduction

Fort Bend County enhances coordination and consultation between public and assisted housing providers and governmental health, mental health and service agencies throughout the program year.

For FY 2016, the service area for Fort Bend County has included 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(I))

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, 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 2016, 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 2016 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 County also will allocate FY 2016 ESG Program funds for Rapid Re-Housing and Homelessness Prevention during FY 2016 to the Salvation Army. The FBCWC provides assistance to women and children who are victims of domestic violence. The Parks Youth Ranch provides assistance to homeless youth.

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 2016, 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 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 the Continuum-wide ESG program guidelines and standards. The County also has budgeted ESG Program funds to provide access to the HMIS system by ESG Program subrecipients and County departments. In addition, the FBC Community Development Department Director serves on the Coalition for the Homeless Houston/Harris County/Fort Bend County's Steering Committee.

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

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	COALITION FOR THE HOMELESS OF HOUSTON/HARRIS COUNTY
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	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 the Continuum-wide ESG program guidelines and standards. The County also has budgeted ESG Program funds to provide access to the HMIS system by ESG Program subrecipients and County departments. In addition, the FBC Community Development Department Director serves on the Coalition for the Homeless Houston/Harris County/Fort Bend County’s Steering Committee.
2	Agency/Group/Organization	CATHOLIC CHARITIES OF THE ARCHDIOCESE OF GALVESTON-HOUSTON
	Agency/Group/Organization Type	Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Catholic Charities discussed the eligibility of providing case management services for seniors in the neighborhood of the Mamie George Community Center in Richmond, Texas. They submitted a CDBG proposal and it was recommended for funding.
3	Agency/Group/Organization	FORT BEND CORPS
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	FB CORPS wanted information on the availability of HOME Program funds for the reconstruction of owner-occupied substandard homes. He did not submit a HOME Program proposal.
4	Agency/Group/Organization	Village of Pleak
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-housing community development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Mayor of Pleak requested information regarding the use of CDBG Program funds for the construction of public water and wastewater systems for the residents of the area. The Village of Pleak submitted a CDBG Program proposal for the construction of a water treatment plan for \$350,000. However, no public connections were provided. The preliminary estimate for this project was over \$10 million in Pleak Comprehensive Plan. Proposal was not recommended for funding.
5	Agency/Group/Organization	City of Richmond
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment CHDO

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rob Tobias, Economic Development Director for the City Richmond inquired about whether a grant could be used for an affordable housing project in North Richmond, whether the grant could be used for more than one home, and if the home could be sold for \$125,000. Mr. Tobias was informed that the HOME Program maximum for a 3 bedroom home was \$105,276. He was encouraged to submit a HOME Program application. No HOME Program application was submitted by the City of Richmond, non-profit or CHDO for the Richmond area.
6	Agency/Group/Organization	KIPP, INC
	Agency/Group/Organization Type	Charter School
	What section of the Plan was addressed by Consultation?	Park
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The grant writer for Kipp Academy inquired into the eligibility of the Kipp facility off Hwy 6 in Fort Bend County. Kipp was interested in submitting an application for their school playground/sports field. They wanted to improve the playground and sports field and allow its use as a neighborhood park. The students at the Kipp facility were from the greater Houston area. The majority of the students were not residents of the Fort Bend County Service Area. In addition, the facility was not located in a low and moderate income area. The grant writer was referred to the City of Houston Community Development Department.
7	Agency/Group/Organization	KENDLETON
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Community Development Department staff was contacted by a representative of the Kendleton regarding funding for a City Hall and/or Community Center. The representative stated that the Mayor had asked the representative to see if Community Development would build a City Hall. The representative was informed that City Halls are not an eligible use of CDBG Program funds. A community center was eligible however; CDBG Program funds cannot be used to pay for furniture, utilities, insurance and maintenance. An application for a community center would have to demonstrate that the City of Kendleton had the general revenue funds to furnish and maintain the facility. A CDBG application from the City of Kendleton was submitted for a sanitary sewer project.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

Public Notices, information and the County’s Request for Proposals (RFPs) was sent out to everyone on the Fort Bend County Community Development Department mailing list, however some agency types did not respond to County outreach efforts.

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 was used in reviewing the County's goals to address the needs of homeless persons and families and persons and families at risk of homelessness
Village of Pleak Comprehensive Plan	Village of Pleak	Plan was completed in March 2009. Plan identifies needs and goals of the Village of Pleak. These needs and goals included water, wastewater, roadway infrastructure, transportation, parks. Plan also includes preliminary costs estimates for public water and wastewater systems.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Our Great Region 2040	Houston-Galveston Area Council (H-GAC)	H-GAC was awarded a HUD sustainability grant for the Houston Area. A Fort Bend County Community Development Department staff member served on the Fair Housing and Equity Workgroup. This element of the plan will be incorporated into County's future Strategic Plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The FY 2016 Consolidated Action Plan is the second annual plan under the current five year plan. During the development of the FY 2016 Consolidated Action Plan, the County consulted with a variety of individuals, organizations and local governments. Unfortunately, some of these entities did not provide updated or detailed contact information that can be included in this section.

Housing: The County maintains contact with Fort Bend CORPs. Often, County residents have difficulty understanding that they are not eligible for the Fort Bend County housing repair program because they are located within the City of Houston within Fort Bend County.

Social Service Agencies: The County consulted with social services agencies that currently receive CDBG/ESG Program funds such as the Literacy Volunteers, the FBC Women’s Center, FB Child Advocates, Brazos Bend Guardianship, The ARC, and Fort Bend Seniors. In addition to these organizations there are about twenty-seven organizations of the Community Development Department CDBG Non-profit mailing list that received RFP packets.

During the development of the FY 2016 Consolidated Annual Action Plan the staff of the Community Development Department consulted with several of the cities within the County’s service area. Water and sewer improvements continue to be the high priority for most of the areas. The City of Richmond also submitted a written comment to continue to fund the cities. Community Development Department staff discussed the eligibility of funding of projects with the Village of Pleak. The Village of Pleak submitted a CDBG Program proposal that was not funded.

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 2016 Fort Bend County Consolidated Action Plan began in January of 2016. The County published a public notice on Wednesday, January 20, 2016. The FY 2016 CDBG, HOME and ESG Request for Proposals (RFPs) were emailed and mailed out on February 5, 2016. 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 on Wednesday, February 24, 2016 and public hearing to held on March 1, 2016 to obtain public comments regarding community needs and the allocations of funds. A Proposers Meeting was held on Wednesday, March 16, 2016 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 and to discuss the County's FY 2016 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 24, 2016.

The County received twenty (20) proposals from organizations and local governments, totaling \$2,387,056 in CDBG Program funding requests and \$197,444 in ESG Program funding requests. The County did not receive any request for HOME Program funds. A public meeting was held on June 22, 2016 at 10 a.m. at the William B. Travis Building 301 Jackson, 1st Floor Meeting Room, Richmond, Texas to receive public comments regarding the draft FY 2016 Consolidated Annual Action Plan. Public meeting agendas, copies of handouts, and a list of the persons in attendance at each of these meetings will be included in Appendix A: Summary of Citizen Comments. During the thirty-day public review period from May 30, 2016 to June 28, 2016, draft copies of Fort Bend County's Consolidated Action Plan were available for review at the office of Fort Bend County Community Development Department. The Fort Bend County Commissioners Court is scheduled to approve the FY 2016 Consolidated

Annual Action Plan on July 5, 2016. Any written comments received during the development of the FY 2016 Consolidated 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-English Speaking - Specify other language: Spanish Non-targeted/broad community	First Notice placed notifying public of availability of Request For Proposals (RFPs) and meeting. Second Notice placed listing proposed project funding and thirty day comment period.	Individuals representing organizations requested RFPs and attend meeting.	Comments regarding needs are accepted. Comments requesting funds for specific projects usually not accepted.	http://www.fortbendcountytexas.gov/index.aspx?page=327

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	Non-targeted/broad community	Two public meetings are conducted before draft Annual Consolidated Action Plan prepared. First meeting for general public and the second for organizations and local governments submitting application. Third meeting held during thirty day comment period.	City of Richmond wants the County to continue to fund infrastructure improvements with CDBG Program funds. Most comments or questions were project specific and/or the FBC Request for Proposals (RFPs)	All comments are accepted.	
3	Newspaper Ad	Non-targeted/broad community	One person spoke at public hearing on March 1, 2016.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Hearing	Non-targeted/broad community	Public Hearing was held on March 1, 2016.	One comment was received from a representative of the National Alliance on Mental Illness (NAMI) Fort Bend County. Housing needs to be provided to persons released from mental health facilities.	Comments accepted.	
5	Newspaper Ad	Non-targeted/broad community	Received one phone call regarding funding recommendation announcement. No one attended public meeting.	Coalition for the Homeless wanted to know if they were funded for CoC HMIS.		

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)
6	Public Meeting	Non-targeted/broad community	Public Meeting on June 22, 2016. No one attended meeting	No comments received.		

Table 4 – Citizen Participation Outreach

Expected Resources

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

Introduction

During FY 2016, Fort Bend County expects to receive \$2,284,992 in CDBG, \$494,362 in HOME, and \$200,060 in ESG Program funds. Overall, Fort Bend County expects to receive \$2,976,795 directly from the U.S. Department of Housing and Urban Development for FY 2016. Fort Bend County's FY 2016 program year begins on September 1, 2016 and ends August 31, 2017.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	2,284,992	0	0	2,284,992	0	The County has allocated \$1,292,570 for public facilities and improvements; \$251,347 for public services; \$336,000 for housing; and \$405,000 for administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	494,362	0	0	494,362	0	The County has allocated \$370,771 for housing rehabilitation, \$74,155 for CHDO set-aside, and \$49,436 for administration.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	200,060	0	0	200,060	0	The County has allocated \$109,056 for emergency shelter operations and services, \$70,000 for Rapid ReHousing, Homelessness Prevention, and Stabilization Services, \$6,000 for HMIS, and \$15,004 for 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 2016, \$2,079,475.66 in match will be provided by 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

2016 HOME Program funds. No proposals were submitted for the FY 2016 HOME Program funds. The FY 2016 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 2016 ESG Program funds have all provided match. During FY 2016, \$359,225.42 in match funds will be provided by 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

301 Jackson, 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 Literacy Council uses FBC libraries for some of its tutoring sessions. No other FY 2016 CDBG Projects will use publicly owned property during FY 2016.

HOME: No publicly owned property will be used with the FY 2016 HOME Program funds. The HOME Program and the County's Housing Rehabilitation Program are administered from the 301 Jackson office.

ESG: The ESG Program is administered from the Jackson St. office. No FY 2016 ESG Projects will use public property during FY 2016 at the time of this report.

Discussion

In addition, Fort Bend County also administers a CoC Rental Assistance Program with the FBC Women's Center.

Annual Goals and Objectives

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

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Decent Housing (DH) 1.2	2015	2020	Affordable Housing	Fort Bend County Service Area	Homeless Housing: Renters Housing: Special Needs	CDBG: \$0 HOME: \$0 ESG: \$0	Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted
2	Decent Housing (DH) 1.3	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: CHDO	HOME: \$74,155	Other: 0 Other
3	Decent Housing (DH) 2.1	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: Homeowners Housing: Special Needs	CDBG: \$0 HOME: \$370,771 ESG: \$0	Homeowner Housing Rehabilitated: 8 Household Housing Unit
4	Decent Housing (DH) 2.2	2015	2020	Affordable Housing	Fort Bend County Service Area	Housing: Homeowners	CDBG: \$231,000 HOME: \$0 ESG: \$0	Homeowner Housing Rehabilitated: 36 Household Housing Unit
5	Decent Housing (DH) 3.2	2015	2020	Homeless	Fort Bend County Service Area	Homeless	ESG: \$70,000	Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted Homelessness Prevention: 10 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Decent Housing (DH) 3.3	2015	2020	Homeless	Fort Bend County Service Area	Homeless	CDBG: \$36,000 HOME: \$0 ESG: \$121,463	Homeless Person Overnight Shelter: 127 Persons Assisted
7	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
8	Decent Housing (DH) 3.5	2015	2020	Affordable Housing	Fort Bend County Service Area	Homeless	CDBG: \$0 HOME: \$0 ESG: \$0	Tenant-based rental assistance / Rapid Rehousing: 20 Households Assisted
9	Decent Housing (DH) 3.6	2015	2020	Affordable Housing	Fort Bend County Service Area	Homeless	CDBG: \$0 HOME: \$0 ESG: \$0	Homelessness Prevention: 0 Persons Assisted
10	Decent Housing (DH) 4.2	2015	2020	Affordable Housing Non-Homeless Special Needs	Fort Bend County Service Area	Homeless	CDBG: \$0 HOME: \$0 ESG: \$0	Tenant-based rental assistance / Rapid Rehousing: 1 Households Assisted Homelessness Prevention: 1 Persons Assisted
11	Decent Housing (DH) 4.3	2015	2020	Affordable Housing Non-Homeless Special Needs	Fort Bend County Service Area	Housing: Homeowners Housing: Special Needs	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
12	Suitable Living Environment (SLE) 1.3	2015	2020	Non-Housing Community Development	Fort Bend County Service Area	Public Facilities/Improvements	CDBG: \$1,292,570 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 18043 Persons Assisted
13	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
14	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: 255 Persons Assisted
15	Suitable Living Environment (SLE) 2.4	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Disabled	CDBG: \$33,700 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted
16	Suitable Living Environment (SLE) 2.5	2015	2020	Non-Homeless Special Needs	Fort Bend County Service Area	Public Services: Special Needs Abused Children	CDBG: \$36,054 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 550 Persons Assisted
17	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: \$65,903 HOME: \$0 ESG: \$0	Public service activities other than Low/Moderate Income Housing Benefit: 52 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
18	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
19	Economic Development (ED) 2.3	2015	2020	Non-Housing Community Development	Fort Bend County Service Area	Public Facilities/Improvements	CDBG: \$0 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Decent Housing (DH) 1.2
	Goal Description	DH 1.2: Provide rental assistance to ten (10) extremely low-income, very low-income and low-income renter households. (2 housing per year) Note: May include DH 3.2, DH 3.5, DH 3.6 and DH 4.2. ESG Program funds and clients counted under DH 3.2. for FY 2016.
2	Goal Name	Decent Housing (DH) 1.3
	Goal Description	DH 1.3: Assist one (1) neighborhood-based group in becoming a CHDO for the HOME Program.
3	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 owner-occupied households (10 housing units per year.) Note: Also used to meet DH 4.3:

4	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-low, very-low, and low-income owner-occupied housing units. (20 housing units per year.) Note: Also includes DH 4.3.
5	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.) Note: Also includes DH 1.2 and DH 4.2.
6	Goal Name	Decent Housing (DH) 3.3
	Goal Description	DH 3.3: Provide operating funds to two (2) homeless shelters. Note: May also include 3.4.
7	Goal Name	Decent Housing (DH) 3.4
	Goal Description	DH 3.4: Provide essential or supportive services to at least fifty (50) homeless persons. (10 persons per year.) Note: May include DH 3.3.
8	Goal Name	Decent Housing (DH) 3.5
	Goal Description	DH 3.5: Assist homeless persons in the transition to permanent housing by providing 1st month's rent and/or utility deposits to at least five (5) persons. (1 household or housing unit per year.) Note: May include DH 1.2, DH 3.2, or DH 4.2. Currently, goal addressed through CoC rental assistance program.

9	Goal Name	Decent Housing (DH) 3.6
	Goal Description	DH 3.6: Prevent homelessness by providing emergency rent and/or utility assistance to at least five (5) persons. (1 person or housing unit per year.) Note: May also include DH 1.2, DH 3.2, DH 3.5 and DH 4.2.
10	Goal Name	Decent Housing (DH) 4.2
	Goal Description	DH 4.2: Provide rental assistance for five (5) housing units accessible to the special needs population, especially elderly persons and persons with disabilities. (1 housing unit per year.) Note: May also include DH 1.2, DH 3.2, DH 3.5, or DH 3.6.
11	Goal Name	Decent Housing (DH) 4.3
	Goal Description	DH 4.3: Repair or rehabilitate ten (10) housing units for accessibility purposes especially for elderly persons or persons with disabilities. (2 housing units per year.) Note: May also include DH 2.1 or DH 2.2.
12	Goal Name	Suitable Living Environment (SLE) 1.3
	Goal Description	SLE 1.3: Water and/or sewer improvements in at least five (5) communities. Note: May include ED 2.3.
13	Goal Name	Suitable Living Environment (SLE) 2.1
	Goal Description	SLE 2.1: Provide meals to at least one-hundred (100) extremely-low, very-low, and low income persons (20 persons per year.)
14	Goal Name	Suitable Living Environment (SLE) 2.3
	Goal Description	SLE 2.3: Provide assistance to 500 illiterate persons. (100 persons per year.) Note: May include ED 1.1.

15	Goal Name	Suitable Living Environment (SLE) 2.4
	Goal Description	SLE 2.4: Provide support or recreational services to fifty (50) handicapped or disabled persons. (10 persons per year.)
16	Goal Name	Suitable Living Environment (SLE) 2.5
	Goal Description	SLE 2.5: Provide services to one-hundred (100) abused and/or neglected children (20 children per year).
17	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.)
18	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: Same as SLE 2.3.
19	Goal Name	Economic Development (ED) 2.3
	Goal Description	ED 2.3: Construction of new water and/or sewer improvements in at least one (1) community. Note: May include SLE 1.3.

Table 7 – Goal Descriptions

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

Affordable housing according to the HOME Program regulation at 91.315(b) (2) refers to rental housing and homeownership.

Fort Bend County estimates that 8 extremely low-income, very low-income, and low-income families will be provided affordable housing as defined by HOME 91.215(b).

Note: Some five-year and one-goals are included under more than one HUD Strategic goal. However, program funds will only be counted under one goal. Clients and funds will be split especially those for persons with special needs in the CAPER.

AP-35 Projects – 91.220(d)

Introduction

During FY 2016, Fort Bend County expects to receive \$2,284,992 in CDBG, \$493,362 in HOME, and \$200,060 in ESG Program funds. Overall, Fort Bend County expects to receive \$2,979,414 directly from the U.S. Department of Housing and Urban Development for FY 2016. Fort Bend County's FY 2016 program year begins on September 1, 2016 and ends August 31, 2017.

#	Project Name
1	FY2016 CDBG: CDBG Program Administration
2	FY2016 CDBG: CDBG Housing Rehabilitation Program Delivery Costs
3	FY 2016 CDBG: Arcola Waste Water System Improvements
4	FY 2016 CDBG: Kendleton Sanitary Sewer System Rehabilitation
5	FY 2016 CDBG: MUD NO. 19: Riverwood Water System Improvements, Phase 5
6	FY2016 CDBG: North Richmond Sanitary Sewer Improvements, Phase 8
7	FY 2016 CDBG: North Rosenberg Water Distribution Improvements, Phase 4
8	FY 2016 CDBG: ARC Social Recreation Program
9	FY 2016 CDBG: Brazos Bend Corporate Guardianship Program
10	FY 2016 CDBG: Catholic Charities Integrated Case Management for Seniors
11	FY 2016 CDBG: FBC Child Advocates Inc. Forensic Interviewer Children's Services Coordinator
12	FY 2016 CDBG: FBC Women's Center Operations and Services
13	FY 2016 CDBG: FB Seniors Meals on Wheels
14	FY 2016 CDBG: Literacy Volunteers Tutoring
15	FY 2016 CDBG: FB CORPS Housing Repair Program
16	FY 2016 HOME: HOME Program Administration
17	FY 2016 HOME: CHDO Set-Aside
18	FY 2016 HOME: Housing Rehabilitation Program
19	FY 2016 ESG: Emergency Solutions Grant Program

Table 8 – 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.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	FY2016 CDBG: CDBG Program Administration
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 1.2 Decent Housing (DH) 2.1 Decent Housing (DH) 2.2 Decent Housing (DH) 3.2 Decent Housing (DH) 3.3 Decent Housing (DH) 3.4 Decent Housing (DH) 3.5 Decent Housing (DH) 3.6 Decent Housing (DH) 4.2 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 Economic Development (ED) 2.3

Needs Addressed	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: Special Needs Public Facilities/Improvements Economic Development: Illiterate persons Economic Development: Facilities/Improvements
Funding	CDBG: \$405,000
Description	General Program Administration (limited to 20% of CDBG total) Administration includes 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, which includes (but is not limited to) providing information about the program, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for the administration of the program.
Target Date	8/31/2017
Estimate the number and type of families that will benefit from the proposed activities	All clients assisted through the CDBG, HOME, ESG and CoC Programs benefit from the expenditure of CDBG Program administration funds.
Location Description	CDBG Program is administered from the office of the Fort Bend County Community Development Department located at 301 Jackson Street, Suite 602, Richmond, Texas 77469.

	Planned Activities	21A General Program Administration. Administration includes 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, which includes (but is not limited to) providing information about the program, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for the administration of the program.
2	Project Name	FY2016 CDBG: CDBG Housing Rehabilitation Program Delivery Costs
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 2.1 Decent Housing (DH) 4.3
	Needs Addressed	Housing: Homeowners Housing: Special Needs
	Funding	CDBG: \$105,000
	Description	Project Administration for CDBG and HOME Program funded housing rehabilitation program. This activity is for all delivery costs (including staff, other direct costs, and service costs) directly related to carrying out housing rehabilitation.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	The County estimates that at least seven (7) persons will benefit from this activity. The number of special needs persons will be reported in the CAPER. These persons will be reported under Project 18.
Location Description	The Fort Bend County Housing Rehabilitation Program is administered from the offices of the Fort Bend County Community Development Department. The office is located at 301 Jackson Street, Suite 602, Richmond, Texas, 77469.	

	Planned Activities	14H Rehabilitation Administration. Activity addresses Decent Housing Objective 2: Provide housing rehabilitation to owner-occupied and renter-occupied households. DH 2.1: Provide owner-occupied rehabilitation assistance to 50 extremely-low, low- and moderate-income households. (10 per year)
3	Project Name	FY 2016 CDBG: Arcola Waste Water System Improvements
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 1.3 Economic Development (ED) 2.3
	Needs Addressed	Public Facilities/Improvements
	Funding	CDBG: \$299,900
	Description	Extension of existing waste water system includes 2,980 L.F. of new sewer line, manholes, and connections.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	The service area for this project includes Main St., Rice Avenue, and Ray Avenue in the City of Arcola. According the 2014 HUD low and moderate-income data, the City of Arcola is 64.55 percent low and moderate-income. This is based on a total population of 2,310 persons and a low and moderate-income population of 1,260 persons.
	Location Description	The City of Arcola is located within 2010 Census Tract Block Groups 670800, Block Groups 1 and 2 and 674500 Block Groups 1 and 2, Place Code 03708.
	Planned Activities	03J Water/Sewer Improvements. Project includes evaluation of the wastewater system and rehabilitation of the system. Activity addresses SLE 1.3 Water and/or sewer improvements in at least five (5) communities and ED 2.3 Construction of new water and/or sewer improvements in at least one (1) community.
4	Project Name	FY 2016 CDBG: Kendleton Sanitary Sewer System Rehabilitation
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 1.3

	Needs Addressed	Public Facilities/Improvements
	Funding	CDBG: \$297,650
	Description	1,950 L.F. of 12 inch PVC on Willie Melton Blvd, FM 2919, and Braxton Road
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	City of Kendleton is located within 2010 Census Tract Block Groups 675800 3 and 4, Place Code 38848. According to HUD, the total population of the City of Kendleton was 59.55 percent low and moderate income. The total population was 445 persons and the low and moderate-income population was 265.
	Location Description	Willie Melton Blvd, FM 2919, and Braxton Road located within the City of Kendleton. City of Kendleton is 59.55 low and moderate incomes (445 total persons and 265 low and moderate income persons). Located in 2010 Census Tract 6758, Block Group 3 (640 total persons and 385 low and moderate income persons).
	Planned Activities	03J Water/Sewer Improvements. Activity addresses SLE 1.3 Water and/or sewer improvements in at least five (5) communities and ED 2.3 Construction of new water and/or sewer improvements in at least one (1) community.
5	Project Name	FY 2016 CDBG: MUD NO. 19: Riverwood Water System Improvements, Phase 5
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 1.3
	Needs Addressed	Public Facilities/Improvements
	Funding	CDBG: \$105,600
	Description	Project will continue replacing water distribution system of two, four and six inch water lines with eight inch lines within the Riverwood Subdivision in the unincorporated area of the County.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	Fort Bend County Municipal Utility District (MUD) No. 19 is located within 2010 Census Tract 6750, Block Group 2, Place Code 99999. According to HUD, this census tract block group is 72.41 percent low and moderate income. The census tract block group includes 1,975 total persons and 1,430 persons are low and moderate income.
	Location Description	Fort Bend County Municipal Utility District (MUD) No. 19 and the Riverwood Subdivision are located directly north of the City of Rosenberg and south of the Brazos River. It is located within 2010 Census Tract 6750, Block Group 2, Place Code 99999 and is 72.41 percent low and moderate income. Riverwood Subdivision includes only four streets, Riverwood, Quebec, Vancouver and Winnipeg.
	Planned Activities	03J Water/Sewer Improvements. Activity addresses SLE 1.3 Water and/or sewer improvements in at least five (5) communities.
6	Project Name	FY2016 CDBG: North Richmond Sanitary Sewer Improvements, Phase 8
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 1.3
	Needs Addressed	Public Facilities/Improvements
	Funding	CDBG: \$259,210
	Description	Project includes manholes and the reconstruction of 3,000 L.F. of Sanitary Sewer with pipe-bursting method on San Jacinto, Alamo and Concord Streets.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	This project is located within 2010 Census Tract Block Group 6449, Block Group 4, Place Code 61892. According to HUD, this census tract block group is 64.16 percent low and moderate income (1,395 total persons, 895 low and moderate income persons).
	Location Description	San Jacinto, Alamo and Concord streets located within 2010 Census Tract Block Group 6449, Block Group 4Place Code 61892 within the City of Richmond, Texas.

	Planned Activities	03J Water/Sewer Improvements. Activity addresses SLE 1.3 Water and/or sewer improvements in at least five (5) communities.
7	Project Name	FY 2016 CDBG: North Rosenberg Water Distribution Improvements, Phase 4
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 1.3
	Needs Addressed	Public Facilities/Improvements
	Funding	CDBG: \$330,285
	Description	This project involves the replacement of six inch water lines on Avenue D with 12 inch water lines from Goar to West St. within the City of Rosenberg.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	This project is located within 2010 Census Tract 6750, Block Groups 1 and 2, Place Code 63284. According to HUD, this census tract block group is 78.83 percent low and moderate income. This census tract block group includes 2,938 total persons and 2,169 low and moderate income persons.
	Location Description	This project is located within 2010 Census Tract 6750, Block Groups 1 and 2, Place Code 63284 in the City of Rosenberg. It includes the replacement water lines on Avenue D from 3rd Street to 5th Street and 6th Street from Avenue E to Avenue F.
	Planned Activities	03J Water/Sewer Improvements. This project involves the replacement of water lines on Avenue D from 3rd Street to 5th Street and 6th Street from Avenue E to Avenue F in the City of Rosenberg. Activity addresses SLE 1.3 Water and/or sewer improvements in at least five (5) communities.
8	Project Name	FY 2016 CDBG: ARC Social Recreation Program
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.4
	Needs Addressed	Public Services: Special Needs Disabled

	Funding	CDBG: \$33,700
	Description	The ARC of Fort Bend County will provide social and recreational activities for adults with mental retardation and related developmental disabilities.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this program will provide services to at least forty persons.
	Location Description	The ARC of Fort Bend County is located at 123 Brooks Street, Sugar Land, Texas 77478. This program's activities are county-wide. The County' service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05B Handicapped/Disabled Services. This program will provide social and recreational activities to forty disabled adults. This activity addresses SLE 2.4 Provide support or recreational services to 50 handicapped or disabled persons. (10 persons per year.)
9	Project Name	FY 2016 CDBG: Brazos Bend Corporate Guardianship Program
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.4 Suitable Living Environment (SLE) 2.6
	Needs Addressed	Public Services: Special Needs Disabled
	Funding	CDBG: \$30,000

	Description	Program provides care management services for incapacitated adults. Services include legal, guardianship, money management, and related alternatives.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	This program will provide assistance to an estimated twelve persons.
	Location Description	Brazos Bend Guardianship is located at 830 3rd Street, Rosenberg, Texas 77471. The mailing address is P.O. Box 72, Rosenberg, Texas 77471. This program service area is county-wide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05B Handicapped/Disabled Services. Program provides care management services for incapacitated adults. Services include legal, guardianship, money management, and related alternatives. Activity addresses SLE 2.6 Provide case management and other related services to 25 incapacitated persons. (5 persons per year.)
10	Project Name	FY 2016 CDBG: Catholic Charities Integrated Case Management for Seniors
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.4
	Needs Addressed	Public Services: Special Needs Elderly
	Funding	CDBG: \$35,903
	Description	Program provides case management services of low income senior citizens.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this program will provide assistance to forty persons and their families.
	Location Description	Catholic Charities is located at the Mamie George Community Center, 1111 Collins Road, Richmond. This program's service area is countywide, however, services will be targeted to seniors who attend activities at the Mamie George Community Center. The County service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05A Senior Services. This activity addresses SLE 2.6: Provide case management and other related services to twenty-five (25) incapacitated and/or elderly persons. (Five (5) persons per year) This project will provide a part-time case manager to provide an intensive integrated case management program based on the self-sufficiency model for forty (40) seniors.
11	Project Name	FY 2016 CDBG: FBC Child Advocates, Inc. Forensic Interviewer Children's Services Coordinator
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.5
	Needs Addressed	Public Services: Special Needs Abused Children
	Funding	CDBG: \$36,054
	Description	This project provides services to children that have been abused or neglected. This project will provide part of the salary for a forensic interviewer/children's services coordinator.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this program will provide assistance to 550 persons.
	Location Description	Child Advocates of Fort Bend is located at 5403 Avenue N, Rosenberg, Texas 77471. This program is countywide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05N Abused and Neglected Children. This project will provide assistance for part of the salary of a forensic interviewer/children's services coordinator. Activity addresses SLE 2.5 Provide services to 100 abused and/or neglected children. (20 children per year.)
12	Project Name	FY 2016 CDBG: FBC Women's Center Operations and Services
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 3.3 Decent Housing (DH) 3.4
	Needs Addressed	Homeless
	Funding	CDBG: \$36,000
	Description	This project includes providing operating and service costs including salaries for residential advocate coordinator, shelter director, facilities manager, and food services coordinator.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this project will provide assistance to 100 persons.
	Location Description	The FBCWC is a domestic violence facility. The address of the shelter is confidential. This project is countywide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Simonton, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland or Sugar Land.
	Planned Activities	05G Battered and Abused Spouses. This project includes providing operating and service costs including salaries for residential advocate coordinator, shelter director, facilities manager, and food services coordinator for the FBCWC. This activity addresses DH 3.3 Provide operating funds to 2 homeless shelters and DH 3.4 Provide essential or supportive services to at least 50 homeless persons. (10 persons per year.)
13	Project Name	FY 2016 CDBG: FB Seniors Meals on Wheels
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.1
	Needs Addressed	Public Services: Special Needs Elderly
	Funding	CDBG: \$40,000
	Description	This project will provide assistance to purchase meals for the meals on wheels program.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this project will provide assistance to forty persons.
	Location Description	Fort Bend Seniors is located at 1330 Band Road, Rosenberg, Texas 77471. This project's service area is countywide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05A Senior Services. This project will provide assistance to purchase meals for the meals on wheels program. This activity addresses SLE 2.1 Provide meals to at least 100 persons. (20 persons per year.)
14	Project Name	FY 2016 CDBG: Literacy Volunteers Tutoring
	Target Area	Fort Bend County Service Area
	Goals Supported	Suitable Living Environment (SLE) 2.3 Economic Development (ED) 1.1
	Needs Addressed	Public Services: Special Needs Illiterate Persons
	Funding	CDBG: \$39,690
	Description	This project provides partial salaries for the program director and administrative coordinator and consumables and supplies for programs for illiterate persons.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this project will provide assistance to 255 persons.
	Location Description	Literacy Volunteers for Fort Bend County is located at 12530 Emily Court, Sugar Land, Texas 77478. This project's service area is countywide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	05H Employment Training. This project provides partial salaries for the program director and administrative coordinator and consumables and supplies for programs for illiterate persons. This activity addresses SLE 2.3 Provide assistance to 500 illiterate persons (100 persons per year) and ED 1.1 Provide assistance to 500 illiterate persons in the County (100 persons per year.)
15	Project Name	FY 2016 CDBG: FB CORPS Housing Repair Program
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 2.2 Decent Housing (DH) 4.3
	Needs Addressed	Housing: Homeowners
	Funding	CDBG: \$231,000
	Description	Provide minor home repairs up to \$5,000 to low and moderate income homeowners.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	This project will provide assistance to 36 low and moderate income households.
	Location Description	This program is countywide. The County's service area is described below. Fort Bend County CDBG funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	14A Rehab; Single Unit Residential. This activity addresses DH 2.2 Provide housing repairs including roofs, minor repairs and septic tanks to 100 owner-occupied housing units. (20 housing units per year.)
16	Project Name	FY 2016 HOME: HOME Program Administration
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 1.3 Decent Housing (DH) 2.1 Decent Housing (DH) 4.3
	Needs Addressed	Housing: Homeowners Housing: CHDO Housing: Special Needs
	Funding	HOME: \$49,436

	Description	General Program Administration (limited to 10% of HOME total) Administration includes 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, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for the administration of the program.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	The County estimates that seven (7) households or housing units will be provided assistance with HOME Program funds. These households will be reported under Project No. 18.
	Location Description	HOME Program is administered from the offices of the Fort Bend County Community Development Department located at 301 Jackson Street, Suite 602, Richmond, Texas 77469.
	Planned Activities	General Program Administration (limited to 10% of HOME total) Administration includes 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, preparing program budgets and schedules, preparing reports, and other costs for goods or services needed for the administration of the program.
17	Project Name	FY 2016 HOME: CHDO Set-Aside
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 1.3
	Needs Addressed	Housing: CHDO
	Funding	HOME: \$74,155
	Description	HOME Program requires that 15 percent of the HOME Program Allocation be set-aside for Community Housing and Development Organizations.
	Target Date	8/31/2017

	Estimate the number and type of families that will benefit from the proposed activities	To Be Determined.
	Location Description	To Be Determined.
	Planned Activities	This activity will address DH 1.4: Assist one neighborhood based group in becoming a CHDO for the HOME Program.
18	Project Name	FY 2016 HOME: Housing Rehabilitation Program
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 2.1 Decent Housing (DH) 4.3
	Needs Addressed	Housing: Homeowners
	Funding	HOME: \$370,771
	Description	Program provides up to \$45,000 in housing rehabilitation assistance to extremely low, very low and low-income homeowners.
	Target Date	8/31/2017
	Estimate the number and type of families that will benefit from the proposed activities	It is estimated that this program will provide assistance to eight owner-occupied housing units.

	Location Description	This program is administered from the offices of the Fort Bend Community Development Department, 301 Jackson Street, Suite 602, Richmond, Texas 77469. This program is countywide. The County's service area is described below. Fort Bend County HOME funds can be used within the unincorporated areas of Fort Bend County, or within the incorporated limits of the following cities: Arcola, Beasley, Fairchilds, Fulshear, Kendleton, Meadows Place, Needville, Orchard, Pleak, Richmond, Rosenberg, Stafford, and Thompsons. CDBG Program funds cannot be used to provide services for residents or fund projects within the cities of Houston, Katy, Missouri City, Pearland, Simonton, Sugar Land or Weston Lakes.
	Planned Activities	Program provides up to \$45,000 in housing rehabilitation assistance to low and moderate-income homeowners. This program is countywide. This activity addresses Decent Housing Objective 2: Provide rehabilitation assistance to owner-occupied and renter-occupied households. DH 2.1: Provide owner-occupied rehabilitation assistance to 50 extremely-low, low-, and moderate-income households (10 house units per year.) This activity addresses Decent Housing Objective 4: Provide housing assistance to special needs persons and families. DH 4.3: Repair or rehabilitate ten (10) housing units for accessibility purposes especially elderly persons and persons with disabilities. (2 housing units per year).
19	Project Name	FY 2016 ESG: Emergency Solutions Grant Program
	Target Area	Fort Bend County Service Area
	Goals Supported	Decent Housing (DH) 3.2 Decent Housing (DH) 3.3 Decent Housing (DH) 3.4 Decent Housing (DH) 3.5 Decent Housing (DH) 3.6
	Needs Addressed	Homeless
	Funding	ESG: \$200,060

Description	Fort Bend County expects to receive \$200,060 in ESG assistance during FY 2016. This program will provide assistance to homeless persons and families. During FY 2016 \$15,004 is allocated to ESG Program Administration; \$6,000 for HMIS; \$66,221 to the Parks Youth Ranch Emergency Shelter Operations and Essential Services; \$42,835 to the FBC Women's Center Emergency Shelter Operations and Essential Services; and \$70,000 to the Salvation Army for Homeless Prevention, Rapid ReHousing and/or Stabilization Services.
Target Date	8/31/2017
Estimate the number and type of families that will benefit from the proposed activities	It is estimated that the Parks Youth Ranch will provide assistance to 120 persons; the FBC Women's Center will provide assistance to 107 persons and the Salvation Army will provide assistance to 53 persons. During FY 2016, assistance will be provided to an estimated 280 persons.
Location Description	This program will be administered from the office of Fort Bend County Community Development Department, 301 Jackson Street, Suite 602, Richmond, Texas 77469. The Parks Youth Ranch is located at 11614 FM 361, Richmond, Texas 77469. The FBC Women's Center is a domestic violence provider and its location is confidential. The Salvation Army is located at 12300 Parc Crest Drive, Stafford, Texas, 77477 in the Fort Bend United Way Service Center. The service area for these programs is countywide.
Planned Activities	This program will provide assistance to homeless persons and families. During FY 2016 \$15,004 is allocated to ESG Program Administration; \$6,000 for HMIS; \$66,221 to the Parks Youth Ranch Emergency Shelter Operations and Essential Services; \$42,835 to the FBC Women's Center Emergency Shelter Operations and Essential Services; and \$70,000 to the Salvation Army for Homeless Prevention, Rapid ReHousing and/or Stabilization Services.

AP-50 Geographic Distribution – 91.220(f)

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

CDBG: According to Community Development Block Grant Program regulations, area benefit activities are defined by activity when the benefits are available to all the residents in a particular area and where at least fifty-one (51) percent of the residents are very low- and low-income persons. The FY 2016 CDBG-proposed projects, that qualify on this basis according to 2010 Census Tract Block Group data by place, provided by HUD, are listed in the table below. Public service projects qualify on a limited clientele basis, the family must be low and moderate income to receive assistance. Housing activities qualify when the household is low and moderate income and this assistance is available throughout the County service area.

Area	Amount	Percent	Low/Mod	Non-White
Arcola	\$299,900	13.13%	64.55%	92.20%
Kendleton	\$297,650	13.03%	59.55%	96.05%
Richmond	\$259,210	11.34%	64.16%	74.73%
Rosenberg	\$330,285	14.45%	78.83%	75.15%
Riverwood	\$105,600	4.62%	72.41%	93.92%
Total	\$1,292,645	56.57%		

Arcola project awarded \$299,900 or 13.13% of funds. The Arcola project service area is 54.55% Low Mod and 92.20% nonwhite.

Kendleton project awarded \$297,650 or 13.03% of funds. The Kendleton project service area is 59.55% Low Mod and 96.05% nonwhite.

Richmond project awarded \$259,210 or 64.16% of funds. The Richmond project service area is 64.16% Low Mod and 74.73% nonwhite.

Riverwood/MUD 19 project awarded \$105,600 or 4.62% of funds. The FBC MUD No. 19 project service area is 72.41% Low Mod and 93.92% nonwhite. (Census Tract 6750)

Rosenberg project awarded \$330,285 or 14.45% of funds. Rosenberg project service area is 78.83% Low Mod and 75.15% nonwhite.

For FY 2016 \$1,292,645 or 56.57% of funds were allocated to areas that were low and moderate income.

Geographic Distribution

Target Area	Percentage of Funds
Fort Bend County Service Area	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Infrastructure and facility costs far exceed the amount of CDBG Program funds available to serve low and moderate income communities in the County. The County usually divides infrastructure and facility projects into phases and funds parts of the projects on an annual basis. Thus, most of the County's CDBG 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. In the effort to provide access to these services, all the public service and housing programs provided with CDBG, HOME and ESG Programs are county-wide.

Discussion

HOME: According to the HOME regulation, all owner households assisted must be below 80% low income. All clients for the County Rehabilitation Program qualify on basis of household income. This program is county-wide, available to all low income homeowners in the County's service area.

ESG: Program funds provide assistance to homeless individuals and families and to prevent homelessness among individuals and families. These programs are county-wide, available to all individuals and families in the County's service area.

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	53
Non-Homeless	10
Special-Needs	0
Total	63

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

One Year Goals for the Number of Households Supported Through	
Rental Assistance	53
The Production of New Units	0
Rehab of Existing Units	10
Acquisition of Existing Units	0
Total	63

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

Discussion

Table 11: The total in Table 9 includes the number of persons to be provided either Rapid ReHousing or Homeless Prevention rental assistance by the Salvation Army (53). The ten non-homeless persons are expected to be provided assistance through the County's Housing Rehabilitation Program. 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 12: The total in table 10 includes the fifty-three (53) expected to be provided assistance through the Salvation Army's rental assistance program and the ten (10) homeowners expected to be provided assistance through the County Housing Rehabilitation Program. The County does not expect to provide HOME Program rental assistance, produce any new housing units or acquire any new housing units during FY 2016.

AP-60 Public Housing – 91.220(h)

Introduction

This section is not applicable. Fort Bend County does not have a public housing authority. There is no public housing in Fort Bend County's service area. The City of Rosenberg has a public housing authority that provides assistance in the form of rental assistance certificates to the residents of the City of Rosenberg, only. The Rosenberg PHA does not have any public housing.

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

Not applicable.

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 2016, Fort Bend County will use CDBG ESG and Continuum of Care (CoC) Program funds to address homeless and other special needs activities. The County's 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 2016, 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 12 and 19) and the Parks Youth Ranch (Project 19) 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 will fund the Salvation Army to provide homeless prevention and Rapid Rehousing with ESG Program funds.

During FY 2016, 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 12 and 19) and the Parks Youth Ranch (Project 19) for operating and services. These projects address goals DH 3.3 and DH 3.4.

There are no transitional housing facilities in the Fort Bend County service area to address the need for transitional housing in the County service area.

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 the Salvation Army to provide homeless prevention and rapid rehousing with ESG Program funds. This project addresses goals DH 3.2 and DH 3.5. 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. This project addresses goals DH 3.5 and DH 3.6.

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 2016, the County also will fund the Salvation Army to provide homeless prevention and rapid rehousing with ESG Program funds. 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 2016, 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. 8: the ARC; Project No. 9: Brazos Bend Guardianship; Project No.10: Catholic Charities; Project No.11: FBC Child Advocates; Project No. 12: FBC Women's Center; Project No.13: FB Seniors, and Project No.14:

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 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 2016. The City of Houston receives the allocation of HOPWA funds for the Eligible Metropolitan Area.

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

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.

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 2016 are water and sewer projects. These projects include Project 3: Arcola Wastewater Project, Project 4: Kendleton Sanitary Sewer Project, Project 5: Riverwood Water Improvements, Project 6: North Richmond Sanitary Sewer, and Project 8: 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 2016, 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.

Note: Annual Objectives Relating to Affirmatively Furthering Fair Housing are included in Appendix E.

AP-85 Other Actions – 91.220(k)

Introduction

During FY 2016, 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 2016, 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, developing written guideline and performance standards for activities funded under ESG, and developing 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. 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. 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 2016.

During FY 2016, 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 2016, Fort Bend County will continue to fund the Fort Bend CORPS Housing Minor Repair Program 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. The County will also allocate CDBG Program funds for the administration of this program. 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 2013, 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 2016, 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. 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 2016, the County may use the ESG Homeless Prevention to provide assistance to households with income below 30% of MFI. These households must be victims of domestic abuse and/or persons who may be eligible for SSI or disability income. 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. 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 2016, 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.

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 2016, the County will provide assistance to the FB CORPs for minor housing repairs.

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 2016, 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

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(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 2016 and does not anticipate using float-funded activities during FY 2016.

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 2016, 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(I)(1)

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

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

Other CDBG Requirements

- | | |
|---|---------|
| 1. The amount of urgent need activities | 0 |
| | |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 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 2.205.

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 did not fund any homebuyer activities with HOME Program funds for FY 2016.

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 did not fund the acquisition of units with HOME Program funds for FY 2016.

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 did not fund any multifamily housing with HOME Program funds for FY 2016.

**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 2016 Fort Bend County Consolidated Action Plan began in January of 2016. The County published a public notice on Wednesday, February 5, 2016. The FY 2016 CDBG and ESG Request for Proposals (RFPs) were emailed and mailed out on February 7, 2016.

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 24, 2016 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 March 1, 2016 at Fort Bend County Commissioner's Court at 1:00 p.m. An information session or proposer's conference was held on Wednesday, March 16, 2016 to discuss the County's FY 2016 CDBG 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 Thursday, March 24, 2016.

The County received twenty (20) proposals from organizations and local governments, totaling \$2,387,056 in CDBG Program funding requests and \$197,444 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 2016. 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 Subrecipient's 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 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 in cooperation with the Coalition for the Homeless, Harris County, the City of Houston, and the City of Pasadena.

Discussion

SF 424 and CERTIFICATIONS

Annual Action Plan
2016

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 07/16/2016	4. Applicant Identifier: TX489157	
5a. Federal Entity Identifier: B-16-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: Marilyn	_____
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:
[Empty field]

Type of Applicant 3: Select Applicant Type:
[Empty field]

* Other (specify):
[Empty field]

*** 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:**

[Empty field]

* Title:
[Empty field]

13. Competition Identification Number:

[Empty field]

Title:
[Empty field]

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

[Empty field]

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

Community Development Block Grant (CDBG) Program

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* 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:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="2,284,992.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="2,284,992.00"/>

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

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

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

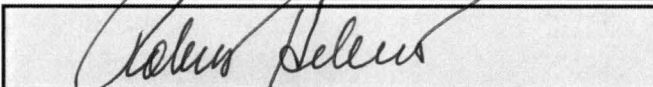
Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 07/16/2016	4. Applicant Identifier: TX489157	
5a. Federal Entity Identifier: M16-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: Marilyn	_____
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:
[Empty field]

Type of Applicant 3: Select Applicant Type:
[Empty field]

* Other (specify):
[Empty field]

*** 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:**

[Empty field]

* Title:
[Empty field]

13. Competition Identification Number:

[Empty field]

Title:
[Empty field]

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

[Empty field]

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

HOME Investment Partnerships Program

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

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

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="494,362.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="494,362.00"/>

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

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

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

Yes No

If "Yes", provide explanation and attach

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.

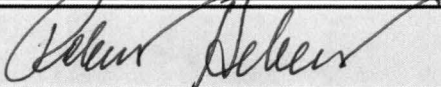
Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: 07/16/2016	4. Applicant Identifier: TX489157	
5a. Federal Entity Identifier: E-16-UC-48-0003	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
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:		
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* State: TX: Texas	Province: <input type="text"/>	
* Country: USA: UNITED STATES	* Zip / Postal Code: 77469-3108	
e. Organizational Unit:		
Department Name: Community Development	Division Name: <input type="text"/>	
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Prefix: Ms.	* First Name: Marilyn	
Middle Name: <input type="text"/>	* Last Name: Kindell	
Suffix: <input type="text"/>	Title: Community Development Department Director	
Organizational Affiliation: <input type="text"/>		
* 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:
[Empty field]

Type of Applicant 3: Select Applicant Type:
[Empty field]

* Other (specify):
[Empty field]

*** 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:**

[Empty field]

* Title:
[Empty field]

13. Competition Identification Number:

[Empty field]

Title:
[Empty field]

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

[Empty field]

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

Emergency Solutions Grants Program (ESG)

Attach supporting documents as specified in agency instructions.

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* 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:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="200,060.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="200,060.00"/>

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- Yes No

If "Yes", provide explanation and attach

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Delete Attachment

View Attachment

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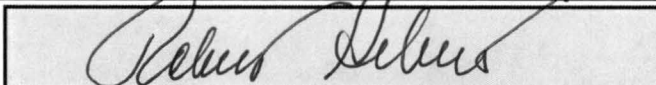
Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

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 5, 2016 _____
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) **2016**, (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:

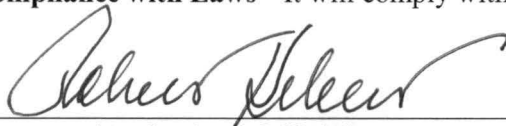
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

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 5, 2016

Date

Robert E. Hebert, County Judge

Title

Specific HOME Certifications

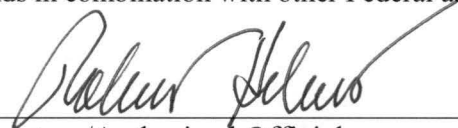
The HOME participating jurisdiction certifies that:

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 5, 2016

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.

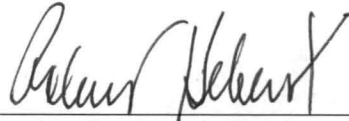
Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

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 5, 2016

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 2016

**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**

APPENDIX E: ENTITLEMENT AAP CHECKLIST

**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	Wednesday, January 20, 2016
First Public Hearing Notice	Wednesday, February 10, 2016
Second Public Hearing Notice	Wednesday, February 17, 2016
First Public Meeting	Wednesday, February 24, 2016
Public Hearing One comment was submitted.	Tuesday, March 1, 2016
Second Public Meeting/Proposer's Meeting	Wednesday, March 16, 2016
Second Public Notice	Wednesday, May 25, 2016
Third Public Meeting	Wednesday, June 22, 2016

The thirty day public comment for the draft Consolidated Annual Action Plan began on May 30, 2016 and ended on June 28, 2016. No comments were received during the thirty day comment period.

The FY 2016 Fort Bend County Consolidated Annual Action Plan is scheduled to be approved by Fort Bend County Commissioners Court on Tuesday, July 5, 2016.

COMMENTS:

March 1, 2016: Patricia A. Sumner with National Alliance on Mental Illness (NAMI) Fort Bend County stated that funds should be used for persons with mental illness released from mental health facilities. (Public Hearing)

March 16, 2016: Kirk Monroe with Brazos Bend Guardianship Services stated that there is a need for guardianship services for incapacitated adults especially those without family qualified to serve as guardian.

March 21, 2016: Mayor Etta Anderson with the City of Arcola, stated that affordable housing is greatly needed in the City of Arcola. Residents also need a variety of local public services and facilities especially those residents that do not drive.

March 28, 2016: Aly Tomasello with Child Advocates of Fort Bend submitted a community needs survey.

April 7, 2016: Beth Zarate with Catholic Charities stated that there is a need for shelter services, senior case management, senior housing, transportation and repairs to senior housing especially making bathrooms ADA compliant.

All comments received during the development of the FY 2016 Consolidated Annual Action Plan were accepted.

**FORT BEND COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
FY 2016 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 2016 Consolidated Annual Action Plan.

A public meeting will be held on Wednesday, February 24, 2016, 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 2016 Consolidated Annual Action Plan, as appropriate.

The Fort Bend County CDBG, HOME and ESG Request for Proposals (RFPs) will be available on Friday, February 5, 2016. An information session for CDBG, HOME, and ESG Program applicants will be held on Wednesday, March 16, 2016, 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. Thursday, March 24, 2016. 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.

PUBLISHER'S AFFIDAVIT

THE STATE OF TEXAS

COUNTY OF FORT BEND

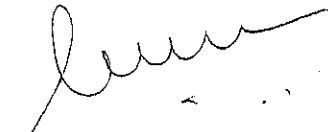
Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

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 to wit:

Jan. 27, 2016

**Fort Bend County CDBG FY 2016 Consolidated Annual Action Plan
Notice of Public Meeting In English and Spansih**



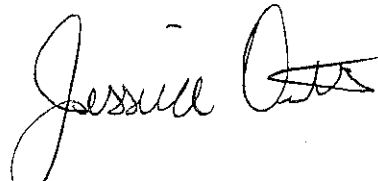
Seshadri Kumar

Publisher

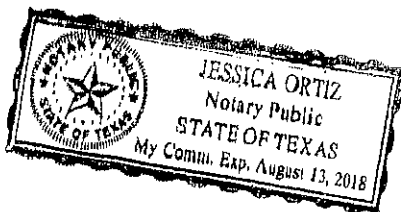
SUBSCRIBED AND SWORN BEFORE ME by Seshadri Kumar who

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

On this the 27th day of January, 2016 to certify which witness my hand and seal of office.



Notary Public, State of Texas



NEWS

'Petition to eliminate Development Code is invalid'

A petition submitted on Jan. 11 to rescind Sugar Land's Development Code has been declared invalid because state law does not allow the use of initiative or referendum to amend zoning regulations.

The referendum petition process allows citizens to submit a petition to repeal all or part of an existing ordinance, and if City Council fails to do so, hold an election to approve or reject the ordinance.

The referendum petition submitted on Jan. 11 requested the City to repeal Ordinance No. 2014, which contains Sugar Land's zoning and development regulations.

Sugar Land's Development Code provides the basis for the review of projects submitted by a property owner wanting to alter or develop property within the City.

Components of the Development Code include zoning, sign, subdivision, building, airport zoning, and flood damage reduction regulations.

A legal analysis by one of the state's leading authorities on land-use law was recently performed to determine the impacts of the referendum

petition submitted on Jan. 11. Robert F. Brown, of Brown & Hofmeister, L.L.P., a recognized expert in land use and zoning laws, confirmed City Attorney Meredith Riede's opinion that the referendum petition was worded in a way that attempted to repeal Ordinance No. 2014 in its entirety and would not resurrect a prior version of Sugar Land's development code - this would result in the elimination of Sugar Land's zoning and development regulations.

According to Riede and Brown, state law and City Charter prohibits the use of referendum or a charter election to repeal Ordinance No. 2014 in its entirety.

Read the legal analysis at www.sugarlandtx.gov/DocumentCenter/View/10307. "Petitioners have chosen a legal path that is not available under state law," said City Manager Allen Bogard.

"City Council can't call an election even if they wanted to. They have to do what the law requires," Bogard said.

Petitioner's response Diana Miller, who initiated the petition drive under the

banner Sugar Land Votes, said, "Of course we're disappointed, but not at all surprised in the decision to reject the petition and we may consider working with Plano regarding possibly joining for legal action."

"The passage of Ordinance 2014 violated State law because this ordinance is not in compliance with Chapter 6 of our Comprehensive Plan. The ordinance requires an amendment to the Development Code to be in compliance with the existing Comprehensive Plan.

"This direction may be more expedient than the referendum petition which would also affect other City business and would require clarity of State law concerning the new Sugar Land Urban Requirements contained in Ord. 2014, whether it is "initial" zoning or an existing zoning regulation," Miller said.

"We would hope to avoid legal action since the City has demonstrated they will spare no taxpayer expense to get their way. That would entail a very expensive and lengthy legal battle with Sugar Land residents funding the legal costs on both sides. Yes, there

are portions of ordinance 2014 that would not be subject to the Referendum (initial zoning, airport) but that does not prevent the applicable sections from moving forward. Any legal opinion can be purchased for the right price and the City has never spared taxpayer dollars in purchasing an opinion," she said.

The city sought to suggest at several HOA meetings that the petition would cause chaos as if by simply signing the petition, the zoning regulations would go away, Miller said. Her petition will do no harm, she said.

If the city chose to place the issue on the ballot and if the people vote to amend the development code, then the zoning regulations may be in jeopardy, according to Miller.

City Council is also moving forward to ensure the public can no longer use the power of petition by increasing the number of required signatures, Miller said with reference to a proposed charter amendment that will be placed on the May ballot.

—Seshadri Kumar

Sugar Land Councilman

Himesh Gandhi files for re-election



Gandhi

On Wednesday morning, Council Member Himesh Gandhi filed for re-election to the Sugar Land City Council, At-Large Position 1. First elected by a city-wide vote in 2012, Council Member Gandhi remains committed to responsible, transparent city government, superior development, and smart spending to keep the City living within its means.

"Since the first day I served on City Council I have focused on improving the lives of the people of Sugar Land," said Gandhi. "I am proud of the accomplishments our Council has made to address public safety, aging infrastructure, and also for the recent mobility plan addressing future development and traffic in our region. Despite the recent struggles of the energy sector, Sugar Land has maintained low tax rates for both homeowners and businesses that have strengthened our city's economic base."

"I am indebted to the residents of Sugar Land for putting their faith in me as their at-large City Council member. I am also grateful and thankful for the support of my wife Farrah, as I seek another term in public service to our city," said Gandhi.

Since his election to Sugar Land City Council in 2012, Councilman Gandhi has put his values into action to help Sugar Land continue its mission to enhance the quality of life in the community while excelling in the delivery of public service. "Sugar Land has been recognized both in Texas and nationally for the quality of life in our community," said Gandhi.

"Much of this success is due to careful long range planning and our Council's commitment to protect the balance between economic development and the interests of our citizens."

A 24-year resident of Sugar Land, Councilman Gandhi is known for his civic and community involvement. Himesh and his wife Farrah live in Telfair and their son Jaidev. Gandhi is a graduate of Clements High School, and received a BBA from Houston Baptist University and a J.D. from South Texas College of Law.

Gandhi is an Attorney and Partner with the law firm of Roberts Markel Weinberg Butler Halley PC, and is also board certified in commercial real estate by the Texas Board of Legal Specialization. His duties on Council have included service on the Sugar Land Development Corporation, Economic Development Committee, Finance/Audit Committee, Intergovernmental Relations Committee and on the Smart Finance Center at Sugar Land's planning task force.

In the local community, Himesh serves as a board member for both the Arc of Texas and The Arc of Fort Bend County. Gandhi has also been active with the Exchange Club of Sugar Land, and has served as past legal counsel for the Fort Bend Chamber of Commerce and Fort Bend Global Initiative.

Gandhi recently was named a recipient of the Houston Business Journal's 40 under 40 awards. The campaign website is www.HGSugarLand.com.

Snipes

From Page 1

getting a good education." Throughout his young years his parents emphasized how important education is and the value of it.

"My father was only able to attain a seventh grade education even though he was highly intelligent. He worked hard to provide for his family and eventually became the pastor of a church. I'm a preacher's kid. My parents thing was whatever you do, do it in an excellent manner," Snipes said.

After Snipes graduated from Mercer College in Macon, Ga., with a bachelor's degree in political science and sociology, he considered becoming a lawyer and getting a dual master's degree that included public administration.

He was working in Tallahassee, Fla., and enrolled at Florida State University. While completing his master's degree, he got a graduate internship with Anita Favors, city manager of Tallahassee, Fla. who "gave me a chance to work in her office. She mentored me, and coming from a small town, we don't always understand what public service is. She introduced me to a new world I'd

never known."

She said, "Anthony, here's what public service is all about and I've been addicted to it ever since."

The time he spent learning everything he could from Favors about public service enabled him to discover that his true passion and love is public service and particularly the public administration side. Since graduation day he's followed his true love with public admin jobs in Fort Worth, Dayton and Austin.

Missouri City offered him the city manager job and he said he accepted it because the town's rich history impressed him and after discovering Texas is really come to like it. Next year we'll celebrate the 60th year of our founding. Many milestones have occurred over those years," he said.

Snipes considers himself a Renaissance Man who plays a "little bit of sports and loves spectator sports."

Hiring a Renaissance Man to lead a city of 70,000 plus diverse residents might be the key to major future development.

When asked what he considers the most difficult part of growing a city he said, "ensuring we have the appropriate

amount of development and are pro active in planning. A planned city means we have effective zoning and infrastructure in place so we don't have drainage or flooding issues. I want high quality and a win-win with our developers and I want quality development because it impacts everything."

If there is any one item residents want most from their government, he said, it's quality customer service. In order to achieve that Snipes has put together a high performance team with specific skills, talents and roles. They will be tasked with having a strong sense of accountability for achieving their goals, have shared norms and values and high levels of mutual trust toward each other.

Snipes said, "The key thing we'll be introducing to city council is how we can become a highly efficient organization. One thing we need to understand is that high performance means people centered values, customer service and having open communications."

"Each employee has a specific role to play on our comprehensive plan and strategic goals. I believe in strategically aligning what our employees do to reach council's goals. By the end of the year I want to put

out our report card on all priorities and goals."

Snipes believes Missouri City offers premier amenities, quality of life and is a safe city. With that said, he asked, "What do we need to do to enhance the quality of life of the citizens we serve? All things are important, so we have to assure that all things are done properly. That means being transparent and having a sound financial process here. My hope is we can share information with all residents and make sure we aren't wasteful but are efficient and effective."

As for the future Snipes said he wants to focus on infrastructure in order to grow development and how to do that - what type of investment would it take.

"We also need to focus on infrastructure already in place - sidewalks, drainage - and the importance of creating a long-term financial plan. We will map out that so our council will understand the challenges we face, and insure we have a premier community."

All of that fits perfectly with what Snipes wants to do regarding Missouri City's future - "do things right and make it better for the next generation."

Memorial Hermann USA Fit Marathon takes place Jan. 31 in Sugar Land

The 8th Annual Memorial Hermann USA Fit Marathon has announced the addition of Age Group Awards for its Humana Vitality 5K walking participants.

To provide a walker-friendly race, the Memorial Hermann USA Fit Marathon, which also includes the Fort Bend Kia Half Marathon, encourages more walkers to put their walking to the test at any of the event's three races, taking place Jan. 31 at the University of Houston Sugar Land campus.

"Many of our 5K participants are just starting their first race experiences with our event," said Race Director Terrie Gorney.

"The new 5K Walker Age Group Awards recognize that effort and will encourage people to get off the couch and on the race course."

From its start, the Memorial Hermann USA Fit Marathon has focused on providing marathon and half marathon courses that walkers can complete. The course stays open for eight hours - two hours longer than most marathons

"Since our first event in 2008, we have seen our participant base of walkers grow every year. It's a great feeling to see more and more people getting fit through walking."

Recent studies have shown that prolonged sitting throughout the day may cause more health risks than smoking. Doctors encourage walking whenever possible to mitigate those risks. Gorney suggests that training for and participating in events like the Humana Vitality 5K is a great place to start.

New for full marathon and half marathon participants this year is the choice of finisher items - choose between a finisher's jacket; quarter-zip, long-sleeve pullover; or backpack, in addition to their finisher's medal and t-shirt. All 5K participants also receive a finisher's shirt and medal.

The Memorial Hermann USA Fit Marathon benefits the Fort Bend Education Foundation. To date, the USA Fit Marathon has donated more than \$86,000 to support Fort Bend students, teachers and schools

Registration for the Memorial Hermann USA Fit Marathon, Fort Bend Kia Half Marathon and Humana Vitality Family Friendly 5K is available online now through Jan. 29. For more information and to register, visit www.usafitmarathon.com. Led by a team of educated

and experienced coaches, each group strives to help its members achieve their personal best in a non-intimidating, fun and safe environment with the ultimate goal of encouraging the growth of the human connection. Visit www.usafit.com.

ABWA AMERICAN BUSINESS WOMEN'S ASSOCIATION ABWA Fort Bend Monthly Meeting February 4, 2016 Quail Valley Country Club 2880 La Quinta Dr, Missouri City, TX Networking begins at 5:00 pm Start Your New Year With Networking! Speaker: Rod White of RW & Associates For Reservations RSVP: Marilyn@nelson-marketing.com

FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT FY 2016 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 2016 Consolidated Annual Action Plan. A public meeting will be held on Wednesday, February 24, 2016, 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, formerly mentally ill, developmentally disabled, physically disabled, persons with alcohol/drug addiction, 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 citizens, youth programming, and other nonhousing community development needs. The public is encouraged to attend and to submit comments to Marilyn Kuebel, Community Development Director, 301 Jackson St., Suite 602, Richmond, Texas 77469. Comments will be incorporated into the draft FY 2016 Consolidated Annual Action Plan, as appropriate. The Fort Bend County CDBG, HOME and ESG Request for Proposals (RFP) will be available on Friday, February 5, 2016. An information session for CDBG, HOME, and ESG Program applicants will be held on Wednesday, March 16, 2016, 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. Thursday, March 24, 2016. For more information, please call Carol Barreto at (281) 341-4410. Persons with vision or hearing impairments or other individuals with disabilities requesting 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 services must contact the department at least 48 hours prior to the meeting at (281) 341-4410 to request translation services for the meeting.

CONVOCATORIO DE LA COMUNITAT DE FORT BEND PER AL PLAN ACCION ANUAL DE 2016 AVISO PUBLICO Este convocatorio es el Departamento de Desarrollo Comunitario de las Oficinas de Vivienda (HUD), el Condado de Fort Bend está preparando su Plan de Acción anual para el fiscal 2016, 1 de septiembre - 31 de agosto. Este plan requiere una submisión consolidada para programas de subsidio de las viviendas, Federal Community Development Block Grants (CDBG), Emergency Solutions Grant (ESG) y HOME. Inversión de Parcerías de Vivienda. El Condado de Fort Bend está en el proceso de desarrollar su Plan de Acción Anual para el 2016. Una reunión pública será llevada a cabo el miércoles, 24 de febrero de 2016, a las 10:00 a.m. en el edificio William B. Travis, 301 Jackson St., 1er piso Meeting Room, Richmond, Texas para recibir comentarios de la comunidad sobre las necesidades de vivienda y desarrollo comunitario de las personas de bajos y moderados ingresos tales como personas sin hogar e individuos y familias, personas con necesidades especiales (la vejez, vejez frágil, anteriormente mentalmente enfermos, discapacitados físicos, personas con adicción a alcohol/drogas, y personas con VIH/SIDA), las necesidades de alquiler y propietarios; necesidades comunitarias tales como crimen antisocial, desarrollo económico, infraestructura, planificación y administración, servicios públicos, instalaciones, servicios para personas mayores, programación juvenil, y otras necesidades de desarrollo comunitario no relacionadas con vivienda. Se anima al público a asistir y presentar comentarios a Marilyn Kuebel, Directora de Desarrollo Comunitario, 301 Jackson St., Suite 602, Richmond, Texas 77469. Los comentarios serán incorporados al borrador del Plan de Acción Anual para el 2016, según sea apropiado. El Condado de Fort Bend solicitara propuestas (RFP) para los programas CDBG, HOME y ESG el viernes, febrero 5, 2016. Una sesión de información para solicitantes de programas CDBG, HOME y ESG será llevada a cabo el miércoles, marzo 16, 2016, a las 10:00 a.m. en el edificio William B. Travis, 301 Jackson St., 1er piso Meeting Room, Richmond, Texas. Las preguntas de los solicitantes serán respondidas en esta reunión. Las propuestas deben ser enviadas antes de las 3:00 p.m. el jueves, marzo 24, 2016. Para más información, por favor llame a Carol Barreto al (281) 341-4410. Personas con discapacidades de visión o audición u otras personas con discapacidades que requieran servicios de apoyo para asistir a la reunión pueden contactar al departamento al (281) 341-4410 para solicitar acomodaciones razonables para la reunión. Este lugar es accesible para personas con discapacidades físicas. Traductores de idioma español están disponibles en la reunión para personas con limitada habilidad en el idioma inglés. Personas que requieran otros servicios de idioma deben contactar al departamento al menos 48 horas antes de la reunión. Las personas que requieran otros servicios de idioma deben contactar al departamento al menos 48 horas antes de la reunión. Las personas que requieran otros servicios de idioma deben contactar al departamento al menos 48 horas antes de la reunión.

**FORT BEND COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
FY 2016 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 2016 Consolidated Annual Action Plan.

A Public Hearing will be held on Tuesday, March 1, 2016 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/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 2016 Consolidated Annual Action Plan, as appropriate.

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PUBLISHER'S AFFIDAVIT
THE STATE OF TEXAS
COUNTY OF FORT BEND

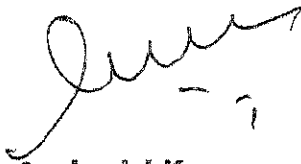
Before me, the undersigned authority, on this day personally appeared Seshadri Kumar who being by me duly sworn, deposes and says that he is the publisher of **Fort Bend Independent** and that said newspaper meets the requirements of Section 2051.044 of the Texas Government Code, to wit:

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 to wit:

Feb 17, 2016

**Fort Bend County Community Development Department
FY2016 Consolidated Annual Action Plan, English and Spanish version**

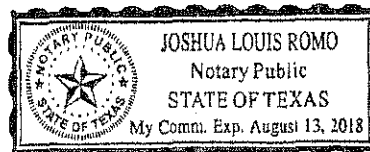


Seshadri Kumar
Publisher

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,
- (c) On this the ^{15th} day of April, 2016 to certify which witness my hand and seal of office.

Notary Public, State of Texas



PUBLIC NOTICE
FORT BEND COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
FY 2016 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), Emergency Solutions Grant (ESG), HOME Investment Partnerships (HOME), 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 plan includes 2010 Census data, 2011 American Community Survey (ACS) data, and 2014 HUD data regarding low-income persons. The County's Strategic Plan has been revised to reflect changes in HUD programs, the population of the County as evidenced by the 2010 data and to provide consistency between the FYs 2010-2015 Consolidated Plan's goals and objectives, and the proposed FYs 2015-2020 Consolidated Plan's goals and objectives. 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 2016 Consolidated Annual Action Plan includes the proposed projects to be funded during FY 2016, September 1, 2016 to August 31, 2017. These projects are listed below by program funding source. The recommended amount of funding for each project also is listed.

Community Development Block Grant (CDBG) Program:

Amount of Assistance Available for FY 2016:		\$2,284,992
Countywide	CDBG Program Administration and Planning	\$405,000
Countywide	CDBG/HOME Program Housing Rehabilitation Administration	\$105,000
Countywide	Fort Bend CORPS Housing Repair Program	\$231,000
Arcola	Arcola WasteWater System Improvements	\$299,900
Kendleton	Sanitary Sewer System Rehabilitation	\$297,650
Riverwood	MUD No. 19 Water System Improvements, Phase 5	\$105,600
Richmond	North Richmond Sanitary Sewer Improvements, Phase 8	\$259,210
Rosenberg	North Rosenberg Water Improvements, Phase 4	\$330,285
Countywide	ARC of FBC Social and Recreational Program	\$33,700
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	\$36,054
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 2016:		\$493,950
Countywide	HOME Program Administration	\$49,395
	CHDO Set-Aside	\$74,093
Countywide	FBC Housing Rehabilitation Program	\$370,462

Emergency Solutions Grant (ESG) Program:

Amount of Assistance Available for FY 2016:		\$200,060
Countywide	ESG Program Administration	\$15,004
Countywide	Coalition For The Homeless: HMIS	\$6,000
Countywide	FBC Women's Center Emergency Shelter Operations/Essential Services	\$42,835
Countywide	Parks Youth Ranch Emergency Shelter Operations/Essential Services	\$66,221
Countywide	Salvation Army Homelessness Prevention and Stabilization Services	\$70,000

The Fort Bend County FY 2016 Consolidated Action Plan Draft will be available for public review and comment from Monday, May 30, 2016 to Tuesday, June 28, 2016. The public is encouraged to review this document and submit comments. The Consolidated 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 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

A public meeting will be held on Wednesday, June 22, 2016, 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 draft FY 2016 Consolidated 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 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 notice30day 2016 final

Affidavitt was not available at the time of this report.

**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 2016

**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.

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**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.

Fort Bend County, Texas
Emergency Solutions Grants Program
Written Standards

I. Introduction

Fort Bend County has developed the following standards for providing assistance with Emergency Solutions Grants (ESG) funds as required by 24 CFR 576.400 (e). These are initial standards that have been created in coordination with the Houston/Harris County Continuum of Care which includes Harris County, the City of Houston, Fort Bend County and the City of Pasadena.

These standards represent goals for providing services for the community and the entire continuum, though the Fort Bend County expects that the standards will become more expansive as the Fort Bend County gains more experience with and collects more data from services provided with the Emergency Solutions Grants program. These standards 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.

II. Evaluating eligibility for families and individuals

Intake and Assessment

Case managers will use the Continuum wide assessment tool to review client situation, understand eligibility and begin the process of determining length of assistance. Any client assessed for potential assistance with ESG funds must meet the criteria to become eligible for homelessness prevention or rapid re-housing assistance. Any new client entering into shelter must also undergo a complete assessment to understand client needs and barriers and match the client to the most appropriate services provider. The following outlines the individual characteristics of clients qualifying for homelessness prevention or rapid re-housing.

Homelessness Prevention

Any client receiving assistance must have proof of residence within the Fort Bend County service area.

Total household income must be 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 affidavits for clients without income.

All clients must meet the following HUD criteria for defining at risk of homelessness for individuals or families, unaccompanied children and youth or families with children and youth where youth are defined as up to age 25:

- Has moved because of economic reasons 2 or more times during the 60 days immediately preceding application for assistance (Individuals and Families)
- Is living in the home of another because of economic hardship (Individuals and Families)

- Has been notified that their right to occupy their current housing or living situations will be terminated within 21 days after the date of application for assistance (Individuals and Families)
- 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 (Individuals and Families)
- 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 (Individuals and Families)
- Is exiting a publicly funded institution or system of care (Individuals and Families)
- Otherwise lives in housing that has characteristics associated with instability and an increased risk of homelessness, as identified in Fort Bend County's approved Con Plan (Individuals and Families)
- A child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute (Unaccompanied 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. (Families with children and youth)

Individuals who fall under the HUD Category 2 or 3 for Homelessness also qualify for homelessness prevention assistance. Like those that fall under the At-Risk of Homelessness definition, clients must also live in the service area and qualify by income. The categories are listed below

Category 2 – Imminent risk of homelessness is an individual or family who will imminently lose their primary nighttime residence, provided that:

- Residence will be lost within 14 days of the date of application for homeless assistance;
- No subsequent residence has been identified; and
- The individual or family lacks the resources or support networks needed to obtain other permanent housing

Category 3 – Homeless under another federal statute includes unaccompanied youth under the age of 25 or families with children and youth, who do not otherwise qualify as under this definition but who:

- Are defined as homeless under another federal statute child or youth who does not qualify as homeless under the homeless definition, but qualifies as homeless under another Federal statute
- Have not had a lease, ownership interest, or occupancy agreement in permanent housing during the 60 days prior to the homeless assistance application;
- Have experienced persistent instability as measured by two moves or more during the preceding 60 days; and
- Can be expected to continue in such status for an extended period of time due to special needs or barriers.

Rapid Re-housing

Any client receiving rapid re-housing assistance must meet the HUD criteria for determining homelessness as either literally homeless, at imminent risk of homelessness, homeless under

another federal statute, or fleeing/attempting to flee domestic violence. The four categories are listed below:

Category 1 – Literally homeless is an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not meant for human habitation;
- 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); or
- Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

Category 4 – Fleeing domestic violence includes any individual or family who:

- Is fleeing, or is attempting to flee, domestic violence
- Has no other residence; and
- Lacks the resources or support networks to obtain other permanent housing

Shelter Clients

Homeless clients entering into the shelter system must meet the HUD criteria for homelessness as either literally homeless, at imminent risk of homelessness, homeless under another federal statute, or fleeing/attempting to flee domestic violence. Clients will be prioritized within the emergency shelter system based on need, available resources and geographic area.

III. Coordinating services

Coordination among providers

All ESG subrecipients (shelter, homelessness prevention and rapid re-housing providers) within the Houston/Harris County Continuum of Care service area are expected to work collaboratively to coordinate funding that addresses the needs of the entire continuum. To achieve these goals, Fort Bend County requires that all subrecipient service providers will:

- Participate in a coordinated assessment system, where client entry into the entire system can begin at any point. Service providers will use a common assessment tool that will allow providers to enter data on a client and provide transfer information when a client fits the services of another provider, without having to engage in another assessment. Reasons for client transfer can include better fit in a specialized program, the correct geographic service area, and available resources within the community.
- Establish a staff member as a point of contact for other case managers and members of the service provider continuum of care. The contact should be a position that sees little turnover and is familiar with organizational resources and up to date on current organizational capacity to accept and serve clients, such as a supervisor or manager. This contact should be able to provide information for other housing case managers on what current programs and resources are available to clients entering into the provider system through their organization. This contact will reduce or eliminate the need for clients to seek out additional assistance based on referrals from any ESG recipient agency.
- Attend all coordinated training for case managers within the homeless provider system. Each subrecipient is expected to send at least one staff member and share all lessons learned with all housing case management staff. Fort Bend County, in collaboration with the Coalition for the

Homeless Houston/Harris County, the City of Houston, Fort Bend County and the City of Pasadena, will coordinate training for ESG staff so that case clients within the region are receiving the same quality of service across providers. The members of the Continuum will also host regular meetings of subrecipient program staff to share best practices and engage in collective problem solving as the community works toward an integrated system for clients. Meetings will be facilitated by Coalition for the Homeless of Houston/Harris County staff.

Mainstream and targeted homeless providers

To encourage the coordination of existing services while limiting duplication of services and overlapping federally funded programs, Fort Bend County, with the Coalition for the Homeless for Houston/Harris County and both mainstream and targeted homelessness service providers will execute Memorandums of Understanding (MOUs) to streamline entry into programs and increase access to such services. The MOUs will vary from setting aside spots within other programs for ESG clients to providing direct access to and eliminating the need for reassessment into other programs.

IV. Client prioritization

Fort Bend County 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 ___ to receive assistance.

Homelessness prevention

Fort Bend County prioritizes clients who are currently in their own housing, especially families with young children who have limited housing options but high needs for homelessness prevention funding and are eligible for SSI/SSDI, victims of domestic abuse and/or youth.

Rapid re-housing

Fort Bend County anticipates targeting individuals and families eligible for SSI/SSDI, victims of domestic abuse and youth as the most likely recipients for rapid re-housing assistance.

V. Participant share

Fort Bend County will not have a minimum amount or percentage that will be applied to client contributions across all service providers. In addition, Fort Bend County will not allow providers to create a minimum participation amount for clients upon entry into any homelessness prevention or rapid re-housing program. Clients will be required to contribute a portion of their income in addition to their assistance once the client income has increased during program participation.

Once clients have an increase in income (access to additional resources, new or higher paying job within the household, etc.), Fort Bend County subrecipients must allow a client to receive three months of the increased income before requiring client contributions, as long as the period of service fits within the 24 month cap for assistance. Once clients have earned three months of additional income, on the fourth month the client is expected to contribute five percent of the cost of living expenses (rent and utilities, if both are being covered) for which they are receiving

assistance. Clients may request a hardship waiver, through their case manager, to forgo the contribution that month. All hardship waivers must be reviewed and approved by a case management supervisor. If a client receives a hardship waiver, each month their situation will be reevaluated to begin contributions at five percent. Contributions will continue to increase by five percent each month but cannot exceed 30 percent of the client's adjusted monthly income. Clients may request a hardship waiver at any time, and will be asked to contribute at the amount for which the waiver was originally requested.

Duration and amount of assistance

Fort Bend County policy is that no provider may create limits for the amount of assistance that will be provided to clients. All subrecipients are expected to provide support to clients for the full time necessary to stabilize that client and provide for the likelihood of positive housing outcomes after assistance. Fort Bend County will not permit subrecipients to set their own maximum standards for assistance, recognizing that the amount of assistance and duration of assistance can vary substantially among clients. All case managers are required to re-evaluate clients based on the following schedule. At that time, a case manager may decide to extend, decrease or discontinue providing assistance.

Homelessness Prevention clients must have reassessments at a minimum every 3 months. To continue to receive assistance, clients must be at or below 30 % AFI.

Rapid Re-Housing clients must have reassessments at least annually, though case managers will be required to have regular home and office visits with clients, as described in the duration and amounts section.

A client is eligible to receive assistance up to the full 24 months in a 3 year period as determined by the certification process required for all ESG clients. Fort Bend County anticipates very few clients will need or be eligible to receive this level of assistance. It is the case manager's responsibility to document client need and ensure that ESG is the most appropriate assistance for this client.

Fort Bend County and all members of the Houston/Harris County continuum intend to update and refine the process once HMIS has more robust data specifically for ESG clients.

**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.

**APPENDIX E
ENTITLEMENT APP CHECKLIST**

ENTITLEMENT AAP CHECKLIST

Grant Type: CDBG X HOME X ESG X HOPWA _____

Program Year: 2016 Amount of Funding: \$2,976,795

1. (a) Did the entitlement's jurisdiction provide a summary of its citizen participation and consultation process (including efforts to broaden public participation) in the development of the plan and a written explanation of the comments not accepted and the reasons why these comments were not accepted? (See 24 CFR 91.220(b) and 320(b)).

Yes, a summary of citizen participation and consultation process were included as Section AP-10: Consultation, page 5, AP-12: Participation, page 12. Appendix A: Summary of Citizen Comments includes the comments submitted during the process.

(b) Are the comments posted on the jurisdiction website? Yes, in copy of AAP.

- (c) Briefly summarize the public participation activities, or refer to page/s of AAP where jurisdiction summarizes the activities.

State page(s) where information was found in the AAP: page 12 and Appendix A

2. Is there a summary of the annual objectives relating to affirmatively furthering fair housing or civil rights that the entitlement expects to achieve during the forthcoming year (see 24 CFR 91.220(c)(3)) and the activities it will undertake during the next year to address priority needs and objectives (See 24 CFR 91.220(d), and 320(d))? Yes, Appendix E includes summary.

State page(s) where information was found in the AAP page: Appendix E.

3. Did the jurisdiction provide outcome measures for activities; in particular civil rights activities? (See 24 CFR 91.220(e), 320(e)). Yes, in AP-20 Goals and Objectives, Goals 10 and 11.

State page(s) where information was found in the AAP page: 26

4. Is there a description of the geographical areas of the entitlement (including areas of low-income and minority concentration) in which it will direct assistance during the ensuing program year, providing rationale for priorities for allocating investment geographically? (See 24 CFR 91.220(t), 320(t)). Yes.

State page(s) where information was found in the AAP page: AP-50 page 50.

5. Is there discussion of the entitlement's strategy to remove or ameliorate negative effects of public policies that serve as barriers to affordable housing? (See 24 CFR 91.220(j), 30(i)). Such policies, procedures, and processes include, but are not limited to, land use controls, tax policies affecting land, zoning ordinances, building codes, administrative fees and charges, growth limitations, and policies affecting the return on residential investment).

State page(s) where information was found in the AAP page: AP-75, page 59.

6. **If the entitlement indicates that lack of affordable housing is an impediment to fair housing choice in its AI, are the actions the entitlement is taking to address that impediment through creation of additional units of affordable housing consistent with the strategies and goals identified in its five-year Consolidated Plan strategy?** Yes. AP-35, page 30, narrative describes the reasons for allocation priorities and any obstacles in addressing underserved needs; AP-20, pages 24-27, five-year and one-year goals.
7. **Do the activities proposed in this AAP address the local objectives and priority needs, with respect to protected class populations, identified in the Strategic Plan?** Yes.
State page(s) where information was found in the AAP page: AP-38, Project Summary, Projects 8 (page 37), 9 (page 38), 10 (page 39), and 13 (page 42). In addition, projects 15 and 18 will provide assistance to special needs persons. These clients will be reported separately as addressing goal DH 4.2.
8. **Do proposed activities or objectives offer demonstrable ways to measure progress in addressing identified needs of minorities, people with disabilities, and other protected class populations?** Yes, needs of some protected classes especially seniors and disabled incorporated into Decent Housing Objective 4: Provide housing assistance to special needs persons and families. These five-year and one-year goals include numeric goals. Example: DH 4.2: Provide rental assistance for five (5) housing units accessible to the special needs populations, especially elderly and persons with disabilities. (1 housing unit per year.); DH 4.3: Repair or rehabilitate ten (10) housing units for accessibility purposes especially elderly persons and persons with disabilities. (2 housing units per year.); SLE 2.4: Provide support or recreational services to fifty (50) handicapped or disabled persons. (10 persons per year.); and SLE 2.6: Provide case management and other related services to twenty-five (25) incapacitated and/or elderly persons (5 persons per year.).

Give examples of activities identified in the AAP which appear to meet the needs of protected classes or explain how the AAP has failed to explain the benefit of funded activities to protected class populations. Note for each the page/s in the AAP and/or IDIS where activity is summarized.

DH 4.2: Project 19, Emergency Solutions Grant Program Salvation Army, Rapid ReHousing, Homelessness Prevention and Stabilization Services (page 48).

DH 4.3: Project 2: CDBG Housing Rehabilitation Program Delivery Costs (page 33); Project 18: Housing Rehabilitation Program (page 47); and Project 15: FB CORPS Housing Repair Program (page 44).

SLE 2.4: Project 8: ARC Social Recreation Program (page 37); Project 13: FB Seniors Meals on Wheels (page 42);

SLE 2.6: Project 9: Brazos Bend Guardianship Program (page 38) Project 10: Catholic Charities Integrated Case Management for Seniors (page 39).

9. **Are the proposed activities likely to be effective for addressing identified impediments? Why or why not?** The proposed activities will be somewhat effective in addressing identified impediments for the clients served by the program activity. These activities are provided by local service providers that either provide transportation to services or are available in the local communities accessible to clients.
- 10 **Is the money budgeted for each activity sufficient for that activity to be effective? Why or Why Not?** The funds allocated for each activity is sufficient for the proposed number of clients designated in program. However, Fort Bend County is rapidly growing and the number of persons in need of services is ever increasing.

11. Does the jurisdiction plan to use HOME money to fund any new-construction housing? No.

If yes, does the AAP indicate that the developer of such housing is aware of the new-construction accessibility requirements of both the Federal Fair Housing Act (24 CFR (00.205) and Section 504 of the Rehabilitation Act of 1973 (24 CFR 8.20, et seq.)? Not applicable.

Cite page(s) of AAP where project described: _____

12. Has the site been reviewed and approved under the requirements for site and neighborhood standards and environmental concerns? Not applicable

13. Do proposed community development programs and activities e.g. economic development, neighborhood revitalization strategy) include areas of minority concentration and persons with disabilities? Yes, AP-50: Geographic Distribution, page 50.

This chart can assist on showing how the entitlement is addressing each impediment.

In column 1, Add (P) if a priority; (MC) if deals with minority concentrations; (D) if deals with disability issues; (H) if deals with homelessness; (SN) it deals with other special needs; and (NH) if deals with Non-Housing needs.

AAP FHEO CHECKLIST BLANK spreadsheet draft c

<i>This chart can assist on showing how the entitlement is addressing each impediment.</i>					
Identified Impediment*	Activities to address Impediment**	Milestones Timetables Included (Y) or (N)?	Anticipated Results	Funds Available for Activity	Source of Funds
lack of accessibility of services for special needs persons	Project 8: ARC	yes	40 disabled persons assisted	\$ 33,700.00	CDBG
lack of accessibility of services for special needs persons	Project 9: Brazos Bend	yes	12 disabled persons assisted	\$ 30,000.00	CDBG
lack of accessibility of services for special needs persons	Project 10: Catholic Charities	yes	40 elderly persons assisted	\$ 35,903.00	CDBG
lack of accessibility of services for special needs persons	Project 13: FB Seniors	yes	40 elderly persons assisted	\$ 40,000.00	CDBG
lack of affordable owner-occupied housing	Project 15: FB CORPS	yes	36 homes assisted (2 special needs)	\$ 231,000.00	CDBG
lack of affordable owner-occupied housing	Project 2: Housing Rehabilitation Program Delivery Costs	yes	same as Project 18	\$ 105,000.00	CDBG
lack of affordable owner-occupied housing	Project 18: Housing Rehabilitation Program	yes	7 homes assisted (1 special needs)	\$ 370,462.00	HOME
Note: All projects listed above are countywide.					
*Show specific Fair Housing Act protected class(es) or other groups and geographic area(s) if applicable.					
** Specify protected class(es), other special needs groups, and geographic area(s), if applicable.					

Annual Objectives Relating to Affirmatively Furthering Fair Housing

This section includes Fort Bend County's plan to meet the fair housing objectives required by HUD. Objectives and one-year goals are provided.

Objective 1: Analyze and eliminate housing discrimination in Fort Bend County.

Objective 2: Promote fair housing choice for all persons in Fort Bend County.

Objective 3: Provide opportunities for racially and ethnically inclusive patterns of housing occupancy.

Objective 4: Promote housing that is physically accessible to, and useable by, all persons particularly persons with disabilities.

Objective 5: Foster compliance with the nondiscrimination provision of the Fair Housing Act.

One-Year Goals:

Continue to gather and analyze information.

Identify specific actions that the jurisdiction should take.

Distribute pamphlets and brochures regarding fair housing.

Review available fair housing public service announcements (PSA) for purchase and distribution to local radio and television stations.

Obtain fair housing materials in Spanish and other languages if needed and that have been adapted for the handicapped.

Research funding alternatives and sources for fair housing activities and providers and submit applications if applicable.

Mail request for proposals (RFPs) to providers of fair housing activities services in the Houston Metropolitan Area to encourage the expansion of their assistance into Fort Bend County.

Identify specific steps that will strengthen the fair housing aspect of community revitalization in poorer neighborhoods.

Increase the supply of affordable housing in Fort Bend County through rehabilitation, homebuyer, and construction assistance and by identifying properties that can be used for the development of affordable housing.

Research tax and other local incentives to promote private sector participation in the development of affordable housing.