

**CONSOLIDATED ANNUAL PERFORMANCE  
AND EVALUATION REPORT (CAPER)**

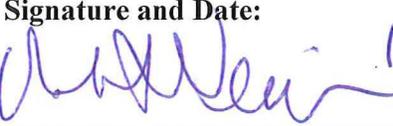
**FISCAL YEAR 2011-2012**



**PALM BEACH COUNTY  
DEPARTMENT OF ECONOMIC SUSTAINABILITY**  
100 Australian Avenue, Suite 500  
West Palm Beach, FL 33406  
(561) 233-3600

**December 2012**



<b>Consolidated Annual Performance and Evaluation Report (CAPER)</b>	<b>Program Year:</b> October 1, 2011 - September 30, 2012
<b>Name and Address of Grantee:</b>  Palm Beach County Department of Economic Sustainability 100 Australian Avenue, Suite 500 West Palm Beach, FL 33406	<b>Name and Telephone Number of Contact Person:</b>  Edward W. Lowery, Director Department of Economic Sustainability Development (561) 233-3602
<p>The FY 2011-2012 Consolidated Annual Performance and Evaluation Report (CAPER) reports on progress Palm Beach County has made in carrying out its Five-Year Consolidated Plan and its Annual Action Plan. All required information is included.</p> <p>The draft CAPER was completed in December 2012. A public notice was published in the Palm Beach Post on December 5, 2012, making the document available for public review and comment over a 15-day period ending December 20, 2012. Public comment, if any, resulting from this process was incorporated into the "Summary of Citizen Participation" section.</p>	
<b>Name and Title of Authorized Official:</b>  Robert Weisman, County Administrator	<b>Signature and Date:</b>  12/19/12



**Palm Beach County  
Consolidated Annual Performance and Evaluation Report  
FY 2011-2012**

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## EXECUTIVE SUMMARY

The FY 2011-2012 Comprehensive Annual Performance and Evaluation Report (CAPER) for Palm Beach County, Florida reports primarily on accomplishments achieved by the Department of Economic Sustainability (DES), in implementing and administering the Community Development Block Grant Program (CDBG), the Emergency Shelter Grant Program (ESG), and the HOME Investment Partnership Program (HOME). In addition to these regular entitlement programs, the County also received funding from the U. S. Department of Housing and Urban Development (HUD) for four new programs which were approved by Congress under the Housing and Economic Recovery Act of 2008 and the American Recovery and Reinvestment Act of 2009. These are the Neighborhood Stabilization Programs (NSP1, NSP2 and NSP3), the Community Development Block Grant Recovery Program (CDBG-R), and the Homeless Prevention and Rapid Re-housing Program (HPRP). Also, due to past active hurricane seasons, PBC has received five rounds of Disaster Recovery Initiative (DRI) funding between FY 2004-05 and FY 2010-11. The CAPER also reports on accomplishments of: other County departments that receive federal and state funds to benefit homeless and special needs populations; the four public housing authorities located within the Palm Beach County Urban County jurisdiction; and recipients of funding through the Continuum of Care process.

### Summary of Resources and Distribution of Funds

For the CDBG and HOME Programs, the County's jurisdiction excludes the Cities of West Palm Beach, Boca Raton, Delray Beach, Boynton Beach as well as the Village of Wellington and the Town of Jupiter. For all other funding sources, the funds are available for countywide use. DES and its partners had available for distribution \$221,909,601 from federal, state and local sources to assist in the provision of facilities, housing, and public services and economic opportunities to very-low-, low-, and moderate-income persons and families. Of the amount available, \$140,445,819 was expended during the year. The table below provides a summary of the total funds available, and expended during the reporting period.

**FY 2011-2012  
Available Funds and Amount Expended**

Program	Total Funds Received in FY 11-12	Unspent Funds From Prior FY's	Total Funds Available** (Columns 2+3)	Total Funds Expended
(1)	(2)	(3)	(4)	(5)
CDBG	\$6,138,977	\$9,012,906	\$15,151,883	\$6,183,552
HOME	\$2,470,504	\$891,374	\$3,361,878	\$1,579,130
ESGP	\$297,830	\$7,841	\$305,671	\$296,612
NSP-1	\$0	\$3,320,202	\$3,320,202	\$2,421,120
NSP-2	\$0	\$45,989,894	\$45,989,894	\$33,661,000

Program	Total Funds Received in FY 11-12	Unspent Funds From Prior FY's	Total Funds Available** (Columns 2+3)	Total Funds Expended
NSP-3	\$0	\$11,234,312	\$11,234,312	\$142,876
PHA's *	\$29,551,400	\$882,531	\$30,433,931	\$27,925,310
COC	\$4,931,779	\$88,071	\$5,019,850	n/a
Section 108	\$3,561,000	\$15,910,000	\$19,471,000	\$3,432,156
BEDI	\$257,931	\$1,696,950	\$1,954,881	\$94,825
Ryan White	\$8,781,650	\$0	\$8,781,650	\$8,586,995
CDBG-R	\$0	\$105,194	\$105,194	\$105,194
HPRP	\$0	\$302,843	\$302,843	\$302,843
EFSP	\$219,219	\$0	\$219,219	\$219,219
DRI-2	\$0	\$5,416,569	\$5,416,569	\$1,002,072
DRI-3	\$0	\$15,906,803	\$15,906,803	\$8,687,984
DRI-4	\$0	\$6,524,896	\$6,524,896	\$701,615
DRI-5	\$0	\$2,197,063	\$2,197,063	\$2,036
SHIP	\$0	\$7,061,986	\$7,061,986	\$6,741,987
FAA	\$13,022,048	\$0	13,022,048	\$12,852,521
Housing Finance Authority	\$25,200,000	\$0	\$25,200,000	\$25,200,000
PBC Ad Valorem	\$241,520	\$0	\$241,520	\$241,520
UHT	\$0	\$686,308	\$686,308	\$65,252
<b>TOTAL</b>	<b>\$ 94,673,858</b>	<b>\$ 127,235,743</b>	<b>\$ 221,909,601</b>	<b>\$ 140,445,819</b>

\*Includes Belle Glade, Pahokee and Palm Beach County Housing Authorities

The following text is a summary of the major grant awards that were available to the County for expenditure during FY 2011-12 as well as the accomplishments associated with the expenditure of these funds.

### **Community Development Block Grant (CDBG)**

DES undertook several activities and projects within its jurisdiction to provide decent housing, a suitable living environment, and to expand economic opportunities, principally for persons of low- and moderate-income. Palm Beach County's entitlement for FY 2010-2011 under the CDBG Program was \$6,138,977. Including funds carried over from previous years and program income earned during the year, \$15,151,883 was available for expenditure, and \$6,183,552 was actually expended. Below is a summary of the use of funds and accomplishments by categories.

- In the DES Housing Program, DES completed 15 full and emergency rehabilitation cases and \$517,398 was expended.

- Seven (7) public facilities and infrastructure improvement activities were completed. Based on available information, \$2,642,602 was expended on these activities and 7,492 persons benefitted of which 4,734 were determined to be low- and moderate income.
- Nineteen (19) non-profit organizations received \$879,677 to undertake public service activities. Of this amount, \$869,605 was expended and 3,200 persons were provided with benefits.
- A total of \$675,000 was available to be used to fund economic development activities. Of this amount, \$228,200 was awarded to two small business incubators to provide assistances to microenterprises and small businesses. A total of 20 full-time equivalent (FTE) jobs were targeted to be created and 34.5 FTE jobs were actually created. The remaining portion of the available sum was allocated for the provision of economic development services by DEO staff. This activity resulted in the creation/retention of 3,000 jobs.

### **HOME Investment Partnership Program (HOME)**

During the year, some \$3,361,878 in HOME funds was available for expenditure, of which \$1,579,130 was actually expended. In collaboration with matching funds provided by the SHIP program, the HOME funds subsidized the purchase of 37 homes for eligible beneficiaries.

### **Emergency Shelter Grants Program (ESGP)**

Palm Beach County received a total of \$465,359 under the ESG Program. A sum of \$297,830 was received as a first allocation and a second allocation of \$167,529 was received later in the year as a result of the implementation of the HEARTH Act. In addition to the annual allocation, a total of \$7,841 in unspent FY 2010-2011 ESGP funds were brought forward to FY 2011-2012 bringing the amount available for expenditure during the year to \$473,200. Funding amounting to \$305,671 was allocated to twelve agencies to undertake thirteen activities. By year end \$302,428.43 was expended and 2,365 individuals who were homeless or at risk of becoming homeless were assisted.

### **NSP1, NSP2 and NSP3**

Approximately \$60,544,417 was available for expenditure under the three NSP grants received by the county under the HERA and ARRA economic stimulus programs undertaken by the Federal Government. These grants are being administered by HUD. By year end \$36,224,996 had been expended and 123 housing units (68 homeownership and 55 renter) acquired under the programs. A break out of the number of units acquired under the individual programs is as follows: NSP1- 17 (all homeownership); NSP2- 105 (50 homeownership and 55 renters); NSP3- one (homeownership). Also, under the NSP2 Program, the construction of three multi-family rental complexes were substantially complete.

### **Disaster Recovery Initiative Programs**

During the year, the County had \$30,045,331 available for expenditure under four rounds of funding received under the DRI Program. For the amount available for expenditure, \$10,393,707 was actually expended during the year. The funds were used to address hurricane damages and mitigation activities and were awarded as a result of hurricanes which affected the county in 2004 and 2005, These funds are being administered directly by the State of Florida's Department of Economic Opportunity.

### **State Housing Initiatives Partnership (SHIP)**

SHIP funds are part of a dedicated revenue source (documentary stamp tax) for affordable housing and are distributed by the State of Florida to various local governments. Beneficiaries must be low- and very low-income households. For FY 2011-2012 a total of \$7,061,986 in SHIP funding was available for distribution and of this amount \$6,741,987 (including program income) was expended. Funding was used to benefit 26 households under the following programs:

Foreclosure Prevention Program expended \$97,000 and assisted 6 households facing foreclosure. This program only assists those eligible households that have suffered a documented loss of income due to illness, death, or involuntary loss of employment.

Purchase Assistance Program assisted 16 eligible household to acquire housing units.

The First Mortgage Loan Assistance Program expended \$353,688 and assisted 23 households.

Housing Rehabilitation/Barrier Free Program expended \$94,925 and assisted 5 homeowners (3 very low-income and 2 low-income).

Rental Housing Entry Program assisted one household by providing \$1,047 to be used for rental security deposit and utility deposit and connection fee.

Funding under the HOME Match Program is used to provide the required local dollar match for the federal HOME program. Financial assistance is provided to very low and low income first time homebuyers. During FY 2011-2012, a total of \$432,338 was expended under the program.

### **Public Housing Authority Funding**

The three public housing authorities in the Palm Beach County entitlement jurisdiction had a total of \$30,433,931 available to be expended during the year and by the end of the year had expended \$27,925,310 of this amount. Funds were used primarily to operate the Authorities' 1,683 public housing units and 2,311 Section 8/Family Unification Vouchers.

### **Continuum of Care**

\$5,019,850 was received under the Continuum of Care during the year. These funds were awarded to eighteen renewal projects and one new project. Funds were used to benefit 801 individuals.

### **Section 108/BEDI**

The County had an available drawdown balance from HUD of \$19,471,000 under 4 separate Section 8 loan allocations totaling \$31,486,971 as well as a BEDI Grant totaling \$1,200,000. Of the amount available for drawdown, \$3,432,156 was drawn during FY 2011-2012. Since the inception of the County's Section 108 Loan Program, 20 businesses have been awarded funding totaling \$14,454 million and 375 FTE jobs have been created.

### **Financial Assisted Agencies (FAA)**

Provided from County general funds, some \$13,022,048 was provided to 36 local non-profit

providers of public service assistance which served 19,344 persons with the \$12,852,521 which was expended

### **Ryan White**

During the year, \$8,781,650 was available under this program which provided funding to agencies that assists persons with AIDS/HIV. Of the amount available \$8,586,995 was expended.

### **Fair Housing Accomplishments**

Palm Beach County's Analysis of Impediments to Fair Housing Choices identified issues related to disability, mortgage and credit, and practices related to rental and sale of housing often affecting minorities and the disabled as the major impediments to fair housing in the County. This report contains data from two of the three agencies who are largely responsible for educating and enforcing the fair housing ordinance, namely, the Legal Aid Society of Palm Beach County (LAS) and the Palm Beach County Office of Equal Opportunity (OEO). Both organizations have undertaken programs to advise citizens of their rights under the Fair Housing Act, and conducted investigation of complaints. The Legal Aid Society undertook 30 fair housing training and education activities. The LAS investigated 72 fair housing complaints of which 42% was on the basis of disability and 32% related to the issue of denial of accommodation. The OEO investigated 72 complaints 46.% was on the basis of disability and 19% on the basis of race and color. Thirty-six percent (36%) of these cases related to the issue of discrimination in the conditions or terms of sale, rental occupancy or in services or facilities.

### **CONSOLIDATED PLAN GOALS, OBJECTIVES AND ACHIEVEMENTS**

The following narrative briefly summarize Palm Beach County's accomplishments to meet the goals identified in the Five-Year Consolidated Plan (FY 2010-2015).

#### **Housing**

Palm Beach County proposed to provide housing benefits to 1,927 households (700 owners and 1,227 renters) over the five-year period. The 5-Year Plan projected that 374 households would receive assistance during FY 2011-12 (the second year of the Plan) while the FY 2011-2012 Action Plan projected that 381 households would receive benefits. During year, housing benefits were received by 550 (164 owners and 386 renters).

#### **Homeless**

The Five Year Consolidated Plan for FY 2010-15 estimated that a total of 10,265 homeless persons would receive direct assistance through a combination of ESGP, CDBG and other funding sources. The FY 2011-2012 Action Plan estimated that the ESGP and the CDBG program would provide assistance to 1,838 individuals. During the year a total of 3,527 homeless persons or persons at risk of becoming homeless were served.

#### **Non-Homeless Special Needs**

The Five-Year Plan identified that 1,500 persons with special needs would be assisted over the five-year period. The FY 2011-2012 Action Plan projected that assistance would be provided to 380 such persons. The Action Plan provided \$153,773 in CDBG funding to three non-profit agencies to serve this population. Of the amount provided, \$153,039 was expended and the

number of persons served 393.

### **CDBG Public Services**

CDBG funds were used to fund other public service activities (not including activities related to homelessness and special needs) such as child care and housing counseling, etc. Some \$401,394 in CDBG funding was awarded to 7 agencies to undertake these public service activities. It was anticipated that 2,022 persons would benefit from the carrying out of these activities. By the end of the fiscal year, \$387,931 of the total amount awarded had been expended and 2,132 persons benefitted.

### **Public Facilities Improvements**

The Five-Year Plan for FY 2010-2015 estimated that 48 public facilities and infrastructure projects would be undertaken with CDBG funds over the period. The FY 2011-12 Action Plan estimated that 10 such projects would be constructed and awarded \$2,118,833 in CDBG funding to be used to achieve this goal. During FY 2011-2012 a total of 7 public facilities and infrastructure projects were completed and \$2,642,602 expended.

### **Economic Development**

The FY 2011-2012 Action Plan reported on two major economic development programs being undertaken by the County, these are, the Section 108 Loan Program and the CDBG funded Program whereby the County sets aside a portion of its annual CDBG entitlement to be utilized for economic development activities. The Five Year Plan projected that 1,525 full-time equivalent jobs (FTE) would be created over the period, and that 512 of these would be created during FY 2011-2012. Under the CDBG funded set-aside program, \$675,000 was set-aside to pursue economic development activities. Of this amount, \$228,200 was allocated to two business incubators and the balance retained by DES to be used by staff to provide direct assistance to small businesses. The activities undertaken by the businesses incubators resulted in the creation of 34.5 FTE, that is, at a rate of \$6,614.49 per FTE or well within CDBG program guidelines. The remaining funds were utilized by DES to provide economic development services to businesses in the County. A total of 3,000 FTE jobs were created or retained as a result of this activity.

## **I. SUMMARY OF RESOURCES AND DISTRIBUTION OF FUNDS**

During FY 2011-2012, the Palm Beach County Department of Economic Sustainability (DES), other County Departments, and local agencies received \$95,360,166 in Federal, State and local funding to support public facilities, economic development, housing, and social services in Palm Beach County. With the addition of \$127,235,743 in unspent or reprogrammed funds from previous fiscal cycles, \$221,909,601 was available to be expended and \$140,350,994 was expended. Following is a brief description of each source, the amounts received, unspent funds from prior fiscal cycles, total funds available, and total funds expended.

Palm Beach County received \$8,907,311 under three entitlement programs funded by the U.S. Department of Housing and Urban Development (HUD) on a formula basis. The programs are listed below and further outlined in Table 1 below:

- Community Development Block Grants (CDBG)
- Emergency Shelter Grant Program (ESGP)
- Home Investment Partnership (HOME) Program.

The County and three of the public housing authorities located in its CDBG jurisdiction received \$47,302,979 in federal funding during the fiscal year. The programs under which the funds were received are listed below and outlined in Table 2:

- Brownfield Economic Development Initiative
- Continuum of Care (COC)
- Emergency Food and Shelter Program (EFSP)
- Public Housing Authority Funding - Comprehensive Grant and Capital Fund
- Public Housing Authority Operating Subsidy
- Public Housing Authority Section 8 Voucher and Certificate Program
- Ryan White Part A
- Section 108 Loan Guarantee Program
- U.S. Department of Agriculture's Rural Development Assistance Program (USRDAP)
- U.S. Department of Agriculture Repair and Rehabilitation Program (USRRP)

During FY 2011-2012, \$98,059,762 in other federal resources was available to DES from previously awarded grants received under various programs. Those programs are listed below and further outlined in Table 3:

- Community Development Block Grant- Recovery (CDBG-R)
- Disaster Recovery Initiative Programs (DRI-2, DRI-3, DRI-4, & DRI-5)
- Homeless Prevention and Rapid Re-Housing Program (HPRP)
- Neighborhood Stabilization Programs (NSP-1, NSP-2, & NSP-3)
- State Housing Initiative Program (SHIP)

A total of \$39,149,876 from local and State sources complimented the Federal funds that were available to implement community development programs during FY 2011-2012. These funds were received under the following programs and are further outlined in Table 4:

- Financially Assisted Agencies (FAA)
- Palm Beach County Ad Valorem
- Palm Beach County Housing Finance Authority
- Universal Housing Trust Fund (UHT)

*\*See Appendix I for maps showing the geographic distribution of funds.*

**Table 1  
FY 2011-2012  
Entitlement Grants**

<b>Program</b>	<b>Description</b>	<b>Total Funds received for FY 11-12</b>	<b>Total Unspent Funds from prior FY's</b>	<b>Total Funds Available**</b>	<b>Total Funds Expended</b>
CDBG	Funding is targeted to benefit low-and moderate-income persons via an economic development set aside program, funding to public service activities, public facilities and improvements, infrastructure, housing rehabilitation, demolition, and fair housing.	\$6,138,977	\$9,012,906	\$15,151,883	\$6,183,552
ESGP	Funds are awarded to agencies that provide services to the homeless and populations at risk of homelessness. Funds are provided for operation and maintenance of homeless shelter facilities and homeless prevention.	\$297,830	\$7,841	\$305,671	\$296,612
HOME	The predominant uses of HOME funds were as follows: repayable first mortgage loans, and second mortgage loans to income eligible households to assist in the acquisition, rehabilitation and/or construction of single family housing units; establishment of individual development accounts; and financing for housing through lease with option to buy.	\$2,470,504	\$891,374	\$3,361,878	\$1,579,130
	<b>TOTAL</b>	<b>\$8,907,311</b>	<b>\$9,912,121</b>	<b>\$18,819,432</b>	<b>\$8,059,294</b>

**Table 2**  
**FY 2011-2012**  
**Other Federal Resources Received**

Program	Description	Total Funds received for FY 11-12	Total Unspent Funds from prior FY's	Total Funds Available**	Total Funds Expended
BEDI	The Brownfields Economic Development Initiative (BEDI) is a key competitive grant program that HUD administers to stimulate and promote economic and community development. BEDI is designed to assist cities with the redevelopment of abandoned, idled and underused industrial and commercial facilities where expansion and redevelopment is burdened by real or potential environmental contamination.	\$257,931	\$1,696,950	\$1,954,881.00	\$94,825
COC	The local Continuum of Care coordinating agency, known as the Homeless and Housing Alliance (HHA) of Palm Beach County, is intended to deliver a comprehensive and coordinated continuum of services for homeless individuals and families.	\$4,931,779	\$88,071	\$5,019,850	n/a
EFSP	The Emergency Food and Shelter Program was created in 1983 by Congress to help meet the needs of hungry and homeless people throughout the United States and its territories by allocating federal funds for the provision of food and shelter.	\$219,219	\$0	\$219,219	\$219,219
PHA's	For a description of the specific sources of federal assistance received by Belle Glade Housing Authority, Pahokee Housing Authority, and Palm Beach County Housing Authority see Section III. 4. E. "Actions Taken to Improve Public Housing and Resident Initiatives".	\$29,551,400	\$882,531	\$30,433,931	\$27,925,310

Program	Description	Total Funds received for FY 11-12	Total Unspent Funds from prior FY's	Total Funds Available**	Total Funds Expended
Ryan White	Palm Beach County contracts with local HIV/AIDS Service Providers throughout the County who provide health care and service needs of people living with HIV and their families.	\$8,781,650	\$0	8,781,650	\$8,586,995
Section 108	The Section 108 Loan Guarantee Program is a source of financing allotted for the economic development through provision of loans to businesses expanding or locating within Palm Beach County.	\$3,561,000	\$15,910,000	19,471,000	\$3,432,156
	<b>TOTAL</b>	<b>\$47,302,979</b>	<b>\$18,577,552</b>	<b>\$65,880,531</b>	<b>\$40,163,680</b>

**Table 3**  
**FY 2011-2012**  
**Resources Available**  
**From Prior Fiscal Cycles**

Program	Description	Total Funds received for FY 11-12	Total Unspent Funds from prior FY's	Total Funds Available**	Total Funds Expended
CDBG-R	The CDBG-R program is expected to provide economic stimulus and meet HUD's overriding goal of creating and preserving jobs.	\$0	\$105,194	\$105,194	\$105,194
DRI-2	As a result of hurricane and tropical storm impacts, Palm Beach County received four rounds of Disaster Recovery Initiative (DRI) Program funds which emanated from HUD and which were provided to the State of Florida, who distributed the funds to affected areas.	\$0	\$5,416,569	\$5,416,569	\$1,002,072
DRI-3		\$0	\$15,906,803	\$15,906,803	\$8,687,984
DRI-4		\$0	\$6,524,896	\$6,524,896	\$701,615
DRI-5		\$0	\$2,197,063	\$2,197,063	\$2,036
HPRP		Funds used for activities related to homeless prevention services and housing relocation and stabilization.	\$0	\$302,843	\$302,843
NSP-1	Funds were made available via the Housing and Economic Recovery Act of 2008 (HERA) to address the problem of abandoned and foreclosed properties in targeted areas.	\$0	\$3,320,202	\$3,320,202	\$2,421,120
NSP-2	Funds were made available via the American Recovery and Re-investment Act (ARRA) of 2009 to address the problem of abandoned and foreclosed properties in targeted areas.	\$0	\$45,989,894	\$45,989,894	\$33,661,000
NSP-3	A component of the Wall St. Reform and Consumer Protection Act of 2010 to continue addressing the problem of foreclosed and abandoned properties in designated target areas throughout the County.	\$0	\$11,234,312	\$11,234,312	\$142,876

Program	Description	Total Funds received for FY 11-12	Total Unspent Funds from prior FY's	Total Funds Available**	Total Funds Expended
SHIP	Activities related to direct financial assistance to first-time homebuyers, and emergency rehabilitation of owner-occupied single family housing. SHIP funds were also utilized as the match for the HOME Program.	\$0	\$7,061,986	\$7,061,986	\$6,741,987
	<b>TOTAL</b>	<b>\$0</b>	<b>\$98,059,762</b>	<b>\$98,059,762</b>	<b>\$53,768,727</b>

**Table 4**  
**FY 2011-2012**  
**Local and State Resources**

Program	Description	Total Funds received for FY 11-12	Total Unspent Funds from prior FY's	Total Funds Available**	Total Funds Expended
FAA	Financially Assisted Agencies (FAA) is a program implemented by Palm Beach County to provide financial assistance to community-based organizations providing human services.	\$13,022,048	\$0	13,022,048	\$12,852,521
PBC Housing Finance Authority	The HFA issues tax exempt bonds to finance the development of affordable housing.	\$25,200,000	\$0	\$25,200,000	\$25,200,000
PBC Ad Valorem	Funding the department receives from County Ad Valorem taxes.	\$241,520	\$0	\$241,520	\$241,520
UHT	Universal Housing Trust fund created by the County to promote affordable housing.	\$0	\$686,308	\$686,308	\$65,252
	<b>TOTAL</b>	<b>\$38,463,568</b>	<b>\$686,308</b>	<b>\$39,149,876</b>	<b>\$38,359,293</b>

*\*\* Funds Available is total funds received plus unspent funds*

## **II. FIVE YEAR PLAN ASSESSMENT OF PROGRESS**

### **1. Assessment of Three to Five-Year Goals and Objectives**

#### **Description of accomplishments**

The following section describes the extent to which the goals and objectives which outlined in the FY 2010-2015 Five Consolidated Plan and in the FY 2011-2012 Action Plan were realized. The section also identifies the amount and sources of CPD and other HUD funds used to attain the objectives and explain, where applicable, conditions which have prevented the attaining of certain goals and/or targets.

Palm Beach County's performance in achieving the community development goals outlined in its FY 2011-2012 Consolidated Plan was very favorable. The County exceeded the goals set for homeless and substantially achieved those set for housing, special needs and public services. The County's accomplishments relating to the provision of public facilities and infrastructure were commendable (70% of its target under this category).

#### **Housing**

The Five Year Consolidated Plan for FY 2010-2015 estimated that a total of 2,627 low/mod households would be assisted with homeownership or rental assistance. Of this total, 1,227 were projected to receive rental benefits and 700 were projected to receive homeownership benefits. In order to realize these five-year projections, the FY 2011-2012 Action Plan envisioned that benefits would be provided to 381 households (195 renters and 186 homeowners). The Plan identified \$15,248,279 from various programs (CDBG, HOME, NSP2) which would be utilized to provide the projected benefits during the year. During the year, 792 households (628 renters and 164 owners) received housing assistance provided by the County. Currently, the County is on target to meet its housing goals outlined in the Five Year Consolidated Plan for FY 2010-2015.

#### **Homeless**

The Five Year Consolidated Plan for FY 2010-2015 estimated that over the five year period a total of 10,265 homeless persons or persons at risk of becoming homeless would receive direct assistance through funding under the ESGP and CDBG programs. The Annual Action Plan projected that 2,891 persons would be assisted during the year from \$522,332 to be provided under the CDBG and ESG programs. The amount of funding which was available to DES to provide homeless and homeless prevention services was augmented by \$2,741,312 provided under the HPRP program. This brought the total amount of funds available during the year to \$3,386,948 and of this amount, \$3,367,484 was actually expended. Service was provided to 3,357 persons (exceeding the amount targeted for FY 2011-2012 by 117%). The County, at present, is on target to meet and surpass its homeless goals established in the Five Year Plan.

#### **Non-Homeless Special Needs**

The Five-Year Consolidated Plan projected that over the period 2010-2015, a total of 1,500 persons with special needs would receive assistance under the CDBG Program. The FY 2011-2012 Action Plan estimated to achieve this overall goal, approximately 360 persons with special needs would be assisted in FY 2011-2012. During the year, \$143,773 was awarded to three (3) agencies which provided services to this population. Of this amount, \$143,039 was expended.

The target was substantially met as service was provided to 350 persons, representing 97.2% of the number of persons targeted to be served.

### **CDBG Public Services (Excluding Homeless and Special Needs)**

CDBG funds were used to fund other public service activities such as child care, housing counseling, case management, credit counseling, and fair housing activities. Some \$401,394 in CDBG funding was awarded to seven (7) agencies to undertake these activities to benefit approximately 2,022 persons. At the end of the fiscal year, \$387,931 (96.6% of the total amount awarded) had been expended and 2,132 persons benefitted, 105% of the number targeted.

### **Public Facilities Improvements**

The Five-Year Consolidated Plan projected that 48 CDBG-funded public facilities and infrastructure projects would be completed over the five-year period. The Action Plan for FY 2011-2012 allocated \$2,118,833 in CDBG funds to undertake 10 projects. During the year seven (7) projects were completed (70% of target) and \$2,642,602 was expended. These projects provided benefits to 7,492 beneficiaries. It should be noted that due to the lengthy implementation process for capital projects, many projects which are reported as completed during this fiscal year were actually funded in a previous year.

### **Economic Development**

The Five-Year Consolidated Plan estimated that economic development activities undertaken under the CDBG funded Economic Development Set-Aside Program and the Section 108 Loan program some 1,525 full-time equivalent (FTE) jobs will be generated. The Plan anticipated the 45 FTE jobs would be created under the Set-A-Side program during FY 2011-2012, however 34.5FTE equivalent jobs were created under this program during the year. Of the 34.5 jobs created by businesses assisted under this program, 27.2 FTE jobs or 79% were held by low-and moderate income persons. The Plan projected that 485 FTE jobs would be created or retained as a result of the Section 108 Loan Program. During the year 357 FTE jobs were created or retained. The lag in the number of jobs created vis-à-vis the number of jobs proposed is due to the fact that most of the jobs to be created under the Section 108 Program will be generated after improvements (usually construction related) to buildings and infrastructure are completed. In many instances, these improvements are still underway.

**Summary of CPD Goals/Accomplishments  
and Allocations/Expenditures**

<b>Activity</b>	<b>5-Year Plan Projected Target</b>	<b>FY 11-12 Action Plan</b>	<b>FY 11-12 Actual</b>	<b>CPD funds Awarded</b>	<b>CPD Funds Expended*</b>
<b>Housing</b>	<b>1,927</b>	<b>381</b>	<b>466</b>	<b>\$15,248,279</b>	<b>\$16,654,081</b>
Owners	700	186	160	\$2,223,454 HOME \$300,000 CDBG \$1,612,413 NSP2	\$1,956,505 HOME \$517,398 CDBG \$1,571,496 NSP2
Renters	1,227	195	306	\$11,112,412 NSP2	\$12,608,682 NSP2
<b>Homeless</b>	<b>10,265</b>	<b>2,875</b>	<b>3,357</b>	<b>\$3,386,948</b>	<b>\$3,367,484</b>
<i>CDBG</i>	<i>N/A</i>	<i>736</i>	<i>618</i>	<i>\$356,910</i>	<i>\$338,635</i>
<b>Direct Homeless Assistance</b>	<b>N/A</b>	<b>716</b>	<b>575</b>	<b>\$346,910</b>	<b>\$328,635</b>
<b>Homeless Prevention Assistance</b>	<b>N/A</b>	<b>20</b>	<b>43</b>	<b>\$10,000</b>	<b>\$10,000</b>
<i>ESG</i>	<i>N/A</i>	<i>2,139</i>	<i>2,365</i>	<i>\$288,726.29</i>	<i>\$287,537.43</i>
<b>Direct Homeless Assistance</b>	<b>N/A</b>	<b>1,624</b>	<b>2,024</b>	<b>\$224,810.02</b>	<b>\$223,751.45</b>
<b>Homeless Prevention Assistance</b>	<b>N/A</b>	<b>515</b>	<b>341</b>	<b>\$63,916.27</b>	<b>\$63,785.98</b>
<i>HPRP</i>	<i>N/A</i>	<i>N/A</i>	<i>374</i>	<i>\$2,741,312</i>	<i>\$2,741,312</i>
<b>Direct Homeless Assistance</b>	<b>N/A</b>	<b>N/A</b>	<b>305</b>	<b>\$1,826,200</b>	<b>\$1,826,200</b>
<b>Homeless Prevention Assistance</b>	<b>N/A</b>	<b>N/A</b>	<b>69</b>	<b>\$915,112</b>	<b>\$915,112</b>
Special Needs	1,500 Persons	360 Persons	350 Persons	\$143,773	\$143,039
CDBG Public Service (excl. Homeless and Special Needs)	16,703 Persons	2,022 Persons	2,132 Persons	\$401,394	\$387,931
Public Facilities and Infrastructure	48 Projects	10 Projects	7 Projects	\$2,118,833 CDBG	\$2,642,602 CDBG
<b>Economic Development</b>	<b>1,525 FTE Jobs</b>	<b>530 FTE Jobs</b>	<b>391.5 FTE Jobs</b>	<b>\$15,129,000</b>	<b>\$545,400</b>
CDBG Set-Aside FY 2011-2012	525 FTE Jobs	45 FTE Jobs	34.5 FTE Jobs	\$675,000 CDBG	\$545,400 CDBG
Section 108 Loan Program	700 FTE Jobs	485 FTE Jobs	357	\$14,454,000	Not available

\*Expenditures include funds awarded during previous years.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **1. Affirmatively Furthering Fair Housing**

##### **a. Actions Taken to Affirmatively Further Fair Housing**

Palm Beach County's Analysis of Impediments to Fair Housing Choice, Fiscal Years 2010-2015 has highlighted the following ongoing activities which serve to promote Fair Housing:

- Palm Beach County's Fair Housing Ordinance, adopted in 1984 and amended in 1995 and 1996, provides protection from housing discrimination through federal law, as well as prohibits discrimination on the basis of marital status, sexual orientation, age, and gender identity or expression to the protected classes in Palm Beach County. The protected classes in Palm Beach County total eleven (11), an additional four (4) more than federal level protection affords.
- There are three agencies in Palm Beach County which serve to educate, protect, and enforce fair housing rights of individuals residing in the County. Palm Beach County's Office of Equal Opportunity is certified by HUD as a Fair Housing Assistance Program. The other two agencies, the Legal Aid Society of Palm Beach County, Inc. and the Fair Housing Center of the Greater Palm Beaches, Inc., are both advocacy agencies which are considered Fair Housing Initiative Programs according to HUD's definition.
- The Legal Aid Society is a not-for-profit agency providing community outreach, education, advocacy and enforcement of federal, state, and local housing laws. The agency receives CDBG funding to provide services such as community outreach, education, advocacy and legal representation.
- The Fair Housing Center of the Greater Palm Beaches, Inc. is a non-profit agency that acts as a "watchdog" agency to enforce fair housing laws in Palm Beach County. The agency advocates equal and affordable housing opportunities for all individuals via testing, enforcement, education, predatory lending prevention, outreach and counseling programs.
- The Office of Equal Opportunity and the Legal Aid Society provide many informational programs and activities throughout the year, such as: foreclosure prevention clinics and counseling; first-time homebuyer fair housing workshops; fair housing outreach to disseminate literature and brochures; Anti-Predatory and Fair Lending education seminars; presentations geared toward school children, attorneys, realtors, community association boards and property managers to educate them about what fair housing is and their rights and obligations as provided by fair housing laws; and counseling services to individuals who lodge housing discrimination complaints; among others.

- The Realtors Association of Palm Beach County acts as conduit for information to real estate professionals and provides training on the subject of the legal and ethical practice of real estate and fair housing laws.
- Palm Beach County's First Mortgage Homebuyer Programs provide below market rate interest mortgage loans with less stringent credit requirements to low and moderate income homebuyers to purchase and rehabilitate homes. This provides individuals protection from targeting by predatory lenders as well as an alternative to financing institutions that have tightened credit approval requirements.
- There are four public housing authorities located in Palm Beach County's entitlement jurisdiction that operate a total of 1,683 public housing units. In addition, these housing authorities received \$22,196,035 in funds to accommodate approximately 2,311 Section 8 Housing Choice Vouchers. The Voucher Program provides access to housing for very low income individuals/households that they otherwise would not have had and mitigates some measure of housing discrimination.

HOME and SHIP Second Mortgage Purchase Assistance Programs allow prospective homebuyers, who are low to moderate income and primarily minorities, to become viable and competitive borrowers, affording them protection from the non-institutional and often predatory lending marketplace. These funds are used to leverage private first mortgage financing, thereby reducing payments and maintaining affordability.

**b. Summary of Palm Beach County Analysis of Impediments to Fair Housing Choices**

Palm Beach County Department of Economic Sustainability (DES) is responsible for the preparation of the Analysis of Impediments to Fair Housing Choice, as required under HUD Regulation 24 CFR 91.225(a)(1). To accomplish this task, the County utilized information gathered over the past five years from the Legal Aid Society and the Office of Equal Opportunity, in addition to data gathered through research by the Home Mortgage Disclosure Act, the American Community Survey, the U.S. Bureau of Labor Statistics, and Palm Beach County non-profit agencies and County departments. Additionally, data gathered by DES staff, data extracted from the Palm Beach County Affordable Housing Study (FY 2000-2005), the draft of the Palm Beach County Five Year Consolidated Plan (FY 2010-2015) and instructional materials distributed at fair housing educational events. Data is also utilized from the 2000 U.S. Census as directed by HUD. This information formed the basis of the Palm Beach County Analysis of Impediments to Fair Housing Choice, Fiscal Years 2010-2015.

The chart below summarizes the major impediments to Fair Housing which were identified in Palm Beach County's Analysis of Impediments to Fair Housing Choices for FY 2010-2015. The Chart also reported on the specific accomplishments to date. It should be noted that some of the impediments identified can only be addressed by Federal or State actions, where these occur, they are identified on the chart.

Impediment(S) Identified In AI	Goals To Address Impediments	Strategies To Meet The Goals	Accomplishments/ Comments
<p><b>Ensure that access requirements are always included in finished construction projects.</b></p>	<p>Full compliance in the future</p>	<ul style="list-style-type: none"> <li>• Building code officials shall ensure that all legally mandated access requirements are included before issuing C/O.</li> <li>• Inspectors, architects, engineers and construction professionals should stay abreast of updates to access requirements and building code regulations.</li> </ul>	<ul style="list-style-type: none"> <li>• This practice is being enforced by PBC government</li> <li>• Continuing education to keep professional license up to date is mandated by the State.</li> </ul>
<p><b>Manipulation of credit scoring methods to include discriminatory practices.</b></p>	<p>Financial institutions should apply the system fairly and educate the public of this practice by some lenders.</p>	<ul style="list-style-type: none"> <li>• Impose regulation and oversight of the credit scoring process.</li> <li>• Non-bank lenders should be required to meet the same standards as institutional lenders.</li> <li>• Education and outreach Programs conducted by local fair housing entities.</li> <li>• Provide eligible homebuyers access to fair market mortgage loan financing.</li> </ul>	<ul style="list-style-type: none"> <li>• Although identified in the AI, the proposed strategy is not a function of County Government.</li> <li>• Although identified in the AI, the proposed strategy is not a function of County Government.</li> <li>• LAS conducted 16 first- time homebuyer workshops, in which a portion was discussed credit scoring and its impact on credit approval.</li> <li>• PBC has made available affordable fixed rate first mortgage loans with lower minimum credit score requirements than institutional lenders require. A total of 88 households were</li> </ul>

Impediment(S) Identified In AI	Goals To Address Impediments	Strategies To Meet The Goals	Accomplishments/ Comments
<p><b>The use of predatory lending practices (a strategy which is no longer prevalent) especially on lower income households which makes them more likely to lose their home to foreclosure.</b></p>	<p>Eliminate the practice through actions by the State/Federal governments; Educate the public about predatory lending so they are able to recognize when they are being subjected to it.</p>	<ul style="list-style-type: none"> <li>• Federal and State governments should regularly review and revise legislation to keep pace with the changing tactics of predatory lenders.</li> <li>• Appropriate authority should bring non-bank lenders up to banking institutional standards.</li> <li>• Administrators of public funds should require developers who receive public funds for housing development to complete fair housing training.</li> <li>• Fair Housing organizations located within the County shall document any predatory lending occurrences in their records and pursue enforcement if necessary.</li> </ul>	<p>assisted.</p> <ul style="list-style-type: none"> <li>• Since the formulation of the AI, predatory lending practices are no longer prevalent as a result the decline of the housing market.</li> <li>• Although identified in the AI, the proposed strategy is not a function of County Government. The Dodd-Frank Wall Street Reform and Consumer Protection Act legislation was passed prohibiting unfair lending practices and expanding protection to borrowers.</li> <li>• All DES agreements require developers to be aware of and comply with fair housing requirements.</li> <li>• Legal Aid Society undertook 16 new homebuyer workshops during the year, and a portion of the course focused on predatory mortgage lending tactics. Additionally, LAS offered a foreclosure clinic wherein mortgage rescue scams and phony loan modification tactics</li> </ul>

Impediment(S) Identified In AI	Goals To Address Impediments	Strategies To Meet The Goals	Accomplishments/ Comments
<p><b>Issues Related to Disability and Other Bases for Discrimination.</b></p>	<p>Reduce the incidences of fair housing discrimination on the basis of disability in Palm Beach County.</p>	<ul style="list-style-type: none"> <li>Contract with the Legal Aid Society of Palm Beach County to identify and pursue enforcement actions against perpetrators.</li> <li>PBC Office of Equal Opportunity Fair Housing to identify and pursue enforcement actions against perpetrators.</li> </ul>	<p>were discussed.</p> <ul style="list-style-type: none"> <li>30 cases related to discrimination on the basis of disability were identified and pursued.</li> <li>33 cases related to disability were investigated by the OEO.</li> </ul>
<p><b>Practices related to rental and sale of housing (Discrimination often affects minorities, the disabled, Native Americans).</b></p>	<p>Reduce the number of persons being discriminated against on the basis of age, color, national origin, and familial status.</p>	<ul style="list-style-type: none"> <li>Educate realtors, developers and managers of rental properties on Fair housing issues related to steering, reasonable accommodation, refusal to rent or sell etc. on the basis of age (elderly), color, national origin, and familial status.</li> <li>Require all developers receiving federal funds through the County to develop an affirmative marketing plan.</li> </ul>	<ul style="list-style-type: none"> <li>144 cases were identified and investigated by the OEO and LAS.</li> <li>Combined, OEO and LAS held 42 workshops, seminars, and public display booths to educate realtors, rental property managers, renters and homeowners.</li> <li>All developers/non profits receiving NSP1 and NSP2 and HOME funding were required to have developed an affirmative marketing plan.</li> </ul>

**c. Summary of Actions Taken in FY 2011-2012 to Overcome the Effects of the Impediments Identified in the AI**

Overview of Fair Housing Accomplishments (FY 2011-2012)

The Legal Aid Society of Palm Beach County, Inc., Fair Housing Center of the Greater Palm Beaches, Inc., and Palm Beach County Office of Equal Opportunity (OEO) are the lead agencies in Palm Beach County for education and enforcement of fair housing practices. The Palm Beach County Office of Equal Opportunity is directly funded by County disbursed general revenues and, by virtue of being a FHAP, by grant funding received from HUD. Palm Beach County continues to exhibit a keen interest in ameliorating fair housing impediments in the County and to this end has traditionally funded non-profit agencies to undertake fair housing education, counseling and enforcement activities.

The following details the accomplishments of two of the three agencies mentioned above during FY 2011-2012.

**1) The Legal Aid Society of Palm Beach County, Inc.**

Palm Beach County, through its CDBG Program, provided FY 2011-2012 funding in the amount of \$159,220 to the Legal Aid Society of Palm Beach County, Inc. to fund the implementation of the Fair Housing Project. The overall cost to undertake this activity was estimated at \$440,540 and the matching funds were provided by the Legal Aid Society of Palm Beach County from other sources. As a condition for receiving these funds, the Legal Aid Society of Palm Beach County was contractually required to do the following:

- Assist the County in assessing the effectiveness of implementing the recommendations of the Analysis of Impediments to Fair Housing Choices.
- Provide enforcement or counseling services to seventy-two (72) persons who lodge housing discrimination complaints.
- Represent twenty-four (24) clients in mortgage foreclosure cases.
- Represent ten (10) clients in landlord/tenant dispute cases.
- Conduct thirty (30) Fair Housing workshops to various citizens and professional groups. Said workshops would benefit at least seven hundred (700) persons and would be held throughout the County and would cover all protected classes as defined by the County. Fair Housing means building awareness of and compliance with Title VIII of the Civil Rights Act of 1968, as amended, and the Palm Beach County Fair Housing Ordinance.
- Publicly promote its Fair Housing services and workshops through public service announcements, press releases, broadcast media releases, and notices to service

providers, the general public, financial institutions, and housing providers on a quarterly basis. The Agency should also make informational Fair Housing brochures available to the public. The Agency should make an effort to provide said publicity and brochures in languages other than English, including but not limited to Spanish and Creole.

- Work in partnership with public and private agencies who deal with fair housing issues. These partnerships will include, but will not be limited to, U.S. Department of Housing and Urban Development (HUD), the Palm Beach County Office of Equal Opportunity, the Florida Commission on Human Rights, Fair Housing Center of the Palm Beaches, Inc., and other groups who demonstrate how best to jointly address fair housing issues in a cost-effective, efficient manner.

As of September 30, 2012, the Legal Aid Society of Palm Beach County had met the contractual goals outlined in its agreement with Palm Beach County by initiating 72 enforcement cases, 24 foreclosure cases, 10 landlord-tenant dispute cases, and hosting 30 fair housing workshops. In addition, the agency conducted one (1) foreclosure prevention clinic, in English and Spanish. The table below summarizes the fair housing initiatives which were undertaken in FY 2011-2012 by the Legal Aid Society of Palm Beach County, Inc.

**Summary of Fair Housing Activities  
by Legal Aid Society of Palm Beach County,  
FY 2011-2012**

Activities	FY 2010-2011	FY 2011-2012
<b>Enforcement Cases Opened</b>	72	72
<b>Foreclosure Cases Opened</b>	30	24
<b>Tenants in Foreclosure Cases Opened</b>	20	10
<b>Enforcement Cases Resulting from Outreach</b>	25	21
<b>Tests Conducted</b>	2	7
<b>OEO Complaints Filed</b>	6	14
<b>HUD Complaints Filed</b>	0	0
<b>FCHR Complaints Filed</b>	0	0
<b>Referrals to Fair Housing Center for Investigation</b>	0	0
<b>Civil Actions Filed</b>	7	2
Workshops	24	30
<b>a. Lecture/Breakout Presentations</b>	11	19
<b>b. Fair Housing Booth at General Event</b>	13	11
Public Education Workshops	8	1
<b>a. Foreclosure Prevention Clinic</b>	1	1

## Fair Housing Complaints

### Complaints by Basis

The Legal Aid Society of Palm Beach County, Inc. received 72 fair housing complaints during FY 2011-2012. The principal basis for complaint was Disability at nearly 42%. Second to Disability as a basis for complaint was Age (15.3%), followed by National Origin (13.9%) and Race (11.1%). The most notable difference is that there were 11 Age-related discrimination cases reported during the year whereas in the previous year none were reported.

### Basis for Complaints - FY 2011-2012 Legal Aid Society of Palm Beach County, Inc.

Basis	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Disability</b>	38	52.8	30	41.7
<b>Color</b>	0	0	0	0
<b>Race</b>	11	15.3	8	11.1
<b>Sex</b>	1	1.4	1	1.4
<b>Religion</b>	0	0	0	0
<b>Age</b>	0	0	11	15.3
<b>Familial Status</b>	6	8.3	6	8.3
<b>Sexual Orientation</b>	0	0	5	6.9
<b>Marital Status</b>	0	0	1	1.4
<b>National Origin</b>	16	22.2	10	13.9
<b>TOTAL</b>	<b>72</b>	<b>100</b>	<b>72</b>	<b>100</b>

### Complaints by Issues

Of the 72 complaints received by the Legal Aid Society of Palm Beach County during FY 2011-2012, Denial of Accommodation at 32.0% was the principal issue, followed by Refusal to Rent at 25.0%, Rental Terms at 17.0%, and Homeownership at 14.0%.

### Complaint Issues - FY 2011-2012 Legal Aid Society of Palm Beach County, Inc.

Issue	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Refusal to Rent</b>	10	14	18	25
<b>Discrimination/Sale</b>	3	4	0	0
<b>Harassment</b>	10	14	6	8
<b>Intimidation</b>	0	0	0	0
<b>Denial of Accommodation</b>	30	42	23	32
<b>Rental Terms</b>	18	25	12	17
<b>Retaliation</b>	0	0	2	3

Issue	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Predatory Lending</b>	0	0	1	1
<b>Selective Code Enforcement</b>	0	0	0	0
<b>Other: Homeownership</b>	1	1	10	14
<b>TOTAL</b>	<b>72</b>	<b>100</b>	<b>72</b>	<b>100</b>

### Foreclosure Prevention

Palm Beach County is one of the leading areas affected by the nation's housing and economic crisis. As a result, the Legal Aid Society has been contracted to provide foreclosure prevention clinics and to represent county residents in foreclosure and foreclosure prevention cases.

A total of twenty-four (24) clients were assisted with foreclosure prevention services, of which the majority was provided with foreclosure litigation defense.

Activity	# of Cases	% of Total
<b>Rescue/Modification Scam</b>	0	0
<b>Loan Modification Assistance</b>	1	4
<b>Foreclosure Litigation Defense</b>	16	67
<b>Other/Brief Services</b>	7	29
<b>Total</b>	<b>24</b>	<b>100</b>

### Tenants in Foreclosure

Ten (10) clients were provided tenant assistance in relation to actual foreclosure cases. Of these, assistance was provided primarily to Post Foreclosure Sale Issues.

Activity	# of Cases	% of Total
<b>Rent Demands by Associations</b>	0	0
<b>Landlord Eviction</b>	1	10
<b>Post Foreclosure Sale Issues</b>	8	80
<b>Other/Brief Services</b>	1	10
<b>Total</b>	<b>10</b>	<b>100</b>

### Complaints by Racial Composition

The Legal Aid Society of Palm Beach County represented one hundred six (106) clients in fair housing and foreclosure issues during the year. Of the complaints, most were filed by Whites (52.8%), followed by Hispanics (24.5%) and Blacks (23%) respectively. These percentages are proportionally representative of the County's overall racial composition.

**Race Breakdown of Project Beneficiaries – FY 2011-2012**  
**Legal Aid Society of Palm Beach County, Inc.**

Race	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Asian, Native Hawaiian, Other Pacific Islanders</b>	4	3	0	0
<b>Black or African American</b>	31	25	23	21.7
<b>Hispanic or Latino Only</b>	34	28	26	24.5
<b>Hispanic/Latino and Black/African American</b>	0	0	0	0
<b>Hispanic/Latino and White</b>	0	0	0	0
<b>American Indians or Native Alaskan</b>	0	0	0	0
<b>White</b>	49	40	56	52.8
<b>Other Individual Race</b>	2	2	2	2
<b>Other Multiple Combinations</b>	0	0	0	0
<b>Unknown at time of Report</b>	2	2	1	1
<b>Total</b>	<b>122</b>	<b>100</b>	<b>106</b>	<b>100</b>

*Note: The above racial/ethnic data are based on self-identification by the complainants. Complainants are given the opportunity to select as many of the following racial/ethnic groups as they believe apply to them: American Indian or Native Alaskan, Asian, Black or African American, Native Hawaiian or Other Pacific Islander, Hispanic or Latino, White, and Other. FY 2011-2012 includes foreclosure cases clients.*

**Complaints by Income Group**

Individuals and families with income at or below 80% of the County’s Area Median Income (AMI) represented the majority of complaints filed for FY 2011-2012. Of these, the number of complaints received for the Low Income category dropped by more than fifty percent while the Very Low Income category more than doubled.

**Income Group of Persons Filing Complaints – FY 2011-2012**  
**Legal Aid Society of Palm Beach County, Inc.**

Income Group	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Very Low Income</b>	18	15	49	46.2
<b>Low Income</b>	77	63	33	31.1
<b>Low/Moderate Income</b>	7	6	11	10.4
<b>Moderate Income and Higher</b>	18	15	12	11.3
<b>Unknown at Time of Report</b>	2	2	1	1
<b>TOTAL</b>	<b>122</b>	<b>100</b>	<b>106</b>	<b>100</b>

### Geographic Location of Complaints

Eighty-five percent (85%) of all fair housing/foreclosure cases handled by the Legal Aid Society originated from Palm Beach County's Entitlement Jurisdiction, of which 47% were from unincorporated areas within the County and 38% were from municipalities with inter-local cooperation agreements with Palm Beach County. Fifteen percent (15%) of the cases originated from municipalities that are not participants of Palm Beach County's Urban County Jurisdiction.

### Geographic Location of Complaints Filed FY 2011-2012 Legal Aid Society of Palm Beach County, Inc.

Geographic Location	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Unincorporated Palm Beach County</b>	41	34	50	47
<b>Municipalities within PBC Entitlement Jurisdiction</b>	44	36	40	38
Sub-Total (PBC Entitlement Jurisdiction)	85	70	90	85
<b>Incorporated Areas outside of the PBC Jurisdiction</b>	37	30	16	15
<b>TOTAL</b>	<b>122</b>	<b>100</b>	<b>106</b>	<b>100</b>

### 2) Palm Beach County Office of Equal Opportunity

During FY 2011-2012, 72 individuals filed fair housing complaints with Palm Beach County's Office of Equal Opportunity (OEO); nearly the same as the number of complaints filed for the previous year. Of the 72 complaints, the majority were filed on the basis of Disability, followed by complaints filed based on Race or Color (19%) and National Origin (9%). The most significant change from the previous to current year is the increase in Familial Status complaints (up by more than ten percent).

### Basis for Complaints - FY 2010-2012 Palm Beach County Office of Equal Opportunity

Basis	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
<b>Race or Color</b>	16	21	14	19
<b>Gender</b>	4	5	3	5
<b>Familial Status</b>	1	1	9	12
<b>National Origin</b>	7	9	7	10
<b>Religion</b>	1	1	2	3
<b>Disability</b>	44	59	33	46
<b>Age</b>	1	1	1	1
<b>Marital Status</b>	0	0	0	0

Basis	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
Sexual Orientation	0	0	0	0
Retaliation	2	3	1	1
Other –Sexual Harassment	0	0	2	3
Other –Gender Identity or Expression	0	0	0	0
Other (Specify)	0	0	0	0
Total	<b>74</b>	<b>100</b>	<b>72</b>	<b>100</b>

### Complaints by Issues

When categorized by issues, the 72 complaints received represented a total of 87 complaint issues. Discrimination in the conditions or terms of sale, rental occupancy or in services or facilities was the lead complaint issue (36%), followed by Denial of reasonable accommodation (26%) and Refusal to rent/sell (19%).

### Complaint Issues - FY 2011-2012 Palm Beach County Office of Equal Opportunity

Issue	FY 2010-2011		FY 2011-2012	
	Number	% of Total	Number	% of Total
Refusal to rent, sell, etc.	9	12	17	19
Falsely deny housing was available	0	0	3	3
Discriminate in the conditions or terms of sale, rental occupancy or in services or facilities	22	28	31	36
Advertise in a discriminatory way	1	1	4	5
Engage in blockbusting	0	0	0	0
Discriminate in financing	1	1	0	0
Discriminate in broker's services	0	0	0	0
Intimidation, interference or coercion	5	6	5	6
Sexual harassment	0	0	0	0
Denial of reasonable accommodation	38	49	23	26
Denial of reasonable modification	2	3	4	5
Retaliation	0	0	0	0
Accessibility	0	0	0	0
Other (Specify)	0	0	0	0
Totals	<b>77</b>	<b>100</b>	<b>87</b>	<b>100</b>

**Fair Housing Actions Taken By  
Legal Aid Society of Palm Beach County**

<b>Month</b>	<b>Activity</b>
<b>October 2011</b>	LAS represented a tenant in foreclosure who was in danger of being removed from the property despite having a lease. The Court recognized her lease and the tenant was able to stay in the property until the end of the lease term.
<b>November 2011</b>	LAS settled a case in which a client with children was denied permission to rent a condominium unit because of an unlawful restriction against “children under 14”. The case was settled on behalf of both the tenant and her realtor.
<b>December 2011</b>	The Fair Housing Project represented a disabled individual who lives in a 55+ community and who has been denied a reasonable accommodation allowing her under-55 year old son to live with her as her caregiver.
<b>February 2012</b>	LAS represented a disabled individual whose condominium association denied her request to install a chair lift on the stairs to her unit, which is on the second floor.
<b>March 2012</b>	The Fair Housing Project represented a pair of tenants in foreclosure whose former landlord is trying to evict them though he no longer owns the property and they do not reside there anymore.
<b>April 2012</b>	The Fair Housing Project represented a tenant with a child, her roommate, and their landlord against a condo association that has refused to renew their lease based on a bylaw from 1983 that prohibits children under 18 years old from residing in the building, though it is not a 55+ community.
<b>June 2012</b>	The Fair Housing Project has filed an Office of Equal Opportunity complaint on behalf of a gay couple who believe they were denied a rental based on race and sexual orientation.
<b>July 2012</b>	Based on disparate impact theory, the Fair Housing Project represented a group of residents in a 55+ mobile home park that is being considered for redevelopment by the Town of Jupiter.

**Fair Housing Training and Education  
Provided by LAS  
FY 2011-2012**

<b>Month</b>	<b>Activity</b>
<b>October 2011</b>	<ul style="list-style-type: none"> <li>• First-Time Homebuyer Workshop presentation. Venue- Lake Worth Country Club; 30 attended.</li> <li>• Fair Housing informational brochures in both English and Spanish made available to the public. This activity is ongoing throughout the year.</li> <li>• Announcements sent out informing agencies of the Fair Housing Project’s availability to conduct fair housing workshops. This activity is ongoing throughout the year.</li> </ul>

Month	Activity
<b>November 2011</b>	<ul style="list-style-type: none"> <li>• Staff Booth at Senior Health Fair, Century Village, West Palm Beach; Attendees- 200.</li> <li>• First-Time Homebuyer Workshop presentation. Venue- Lake Worth Country Club; Attendance- 30.</li> <li>• Staff booth at Safety and Wellness Fair, West Palm Beach; Approximately 200 attended.</li> <li>• Seven fair housing testing activities were conducted by the Fair Housing Project during the month of November.</li> </ul>
<b>December 2011</b>	<ul style="list-style-type: none"> <li>• First-Time Homebuyer Workshop presentation, Lake Worth; 40 attendees.</li> <li>• Staff booth at Preserving Homeownership Clinic, West Palm Beach; 25 in attendance.</li> </ul>
<b>January 2012</b>	<ul style="list-style-type: none"> <li>• First-Time Homebuyer Workshop presentation, Osborne Community Center, Lake Worth; Attendees- 40.</li> </ul>
<b>February 2012</b>	<ul style="list-style-type: none"> <li>• Conducted two First-Time Homebuyer Workshops, Lake Worth; Approximately 45 attendees at each workshop.</li> </ul>
<b>March 2012</b>	<ul style="list-style-type: none"> <li>• Staff booth for outreach and fair housing literature distribution at Lake Worth Sixth Annual Health Fair; 75 attended.</li> <li>• Presented lecture at First-Time Homebuyer Workshop, Lake Worth, 40 attendees.</li> <li>• Staff Booth at ArtFest by the Sea, Juno Beach; An estimated 10,000 attended.</li> </ul>
<b>April 2012</b>	<ul style="list-style-type: none"> <li>• Staff Booth setup at the Delray Affair, Delray Beach; approximately 300,000 attended.</li> <li>• Presentation for First-Time Homebuyer Workshop, Lake Worth; 35 attendees.</li> </ul>
<b>May 2012</b>	<ul style="list-style-type: none"> <li>• Conducted lecture on Fair Housing Training, West Palm Beach; 6 individuals attended.</li> <li>• Foreclosure Clinic lecture during “Law Week”, West Palm Beach Library; Attendees- 10.</li> <li>• Two First-Time Homebuyer Workshops conducted, both located in West Palm Beach; A total of 39 attendees.</li> <li>• Staffed a booth at Mental Health Association Community Resource Fair, West Palm Beach; An estimated 80 attended.</li> <li>• Staff booth setup at Project Homeless Connect Event, Riviera Beach; Attendees- 300.</li> </ul>
<b>June 2012</b>	<ul style="list-style-type: none"> <li>• Staff booth for outreach and distribution of fair housing literature at TEAM Elam Charity Weekend – “A Day in the Park”, Riviera Beach; Approximately 250 attended.</li> <li>• First-Time Homebuyer lecture presentation; Royal Palm Beach; 25 in attendance.</li> </ul>
<b>July 2012</b>	<ul style="list-style-type: none"> <li>• First-Time Homebuyer workshop presentation, Boynton Beach;</li> </ul>

Month	Activity
	<p>Attendees- 20.</p> <ul style="list-style-type: none"> <li>• Staff booth setup during Foreclosure Prevention Workshop, West Palm Beach; 100 in attendance.</li> <li>• First-time Homebuyer lecture presentation, West Palm Beach; 10 attended.</li> </ul>
<b>August 2012</b>	<ul style="list-style-type: none"> <li>• First-Time homebuyer workshop conducted, Boynton Beach; Attendees- 10.</li> </ul>
<b>September 2012</b>	<ul style="list-style-type: none"> <li>• Two First-Time homebuyer workshop presentations; Total attendance for both events- 45.</li> </ul>

**Fair Housing Training and Education  
Provided by OEO  
FY 2011-2012**

Month	Activity
<b>November 2011</b>	<ul style="list-style-type: none"> <li>• State Attorney, Fifteenth Judicial Court- presented fair housing information to approximately 20 employees of the State Attorney's office.</li> </ul>
<b>January 2012</b>	<ul style="list-style-type: none"> <li>• South Florida Fair, West Palm Beach- Fair housing display setup with brochures, informational and promotional items provided during the two week event, with attendance at approximately 500,000.</li> </ul>
<b>March 2012</b>	<ul style="list-style-type: none"> <li>• Royal Palm Art &amp; Music Festival- Three day festival in the western part of the County; setup fair housing booth and provided fair housing information, brochures, and promotional items to the public. Approximately 2,000 attended the event.</li> <li>• ArtFest by the Sea, Jupiter- Two day art festival with an estimated 5,000 attendees. Fair housing display setup with informational and promotional items and brochures handed out.</li> <li>• Dreyfoos School of the Performing Arts, West Palm Beach- Fair housing presentation and brochures given to 60 high school students.</li> <li>• Pride Fest, Lake Worth- This festival, sponsored by COMPASS, Inc., is noted to be Palm Beach County's largest LGBT festival, featuring local and national entertainment. Fair housing information and literature was provided at the event. Approximate attendance was 10,000.</li> </ul>
<b>April 2012</b>	<ul style="list-style-type: none"> <li>• Dreyfoos School of the Performing Arts- Fair housing presentation and brochures provided to high school students. Approximately 20 students attended.</li> <li>• Coldwell Banker, Boca Raton- Fair housing lecture presented to approximately 20 realtors and brokers.</li> <li>• Broward County Fair Housing Compliance Workshop- Familial status presentation was provided to an estimated 100 attendees.</li> <li>• Delray Beach Affair- Three day art and cultural festival attended by</li> </ul>

Month	Activity
	<p>approximately 100,000 attendees. Setup a fair housing display with brochures, informational and promotional items.</p> <ul style="list-style-type: none"> <li>• Black Gold Jubilee, Belle Glade- Cultural festival attended by an estimated 1,000 individuals. Fair housing display booth was setup to provide attendees with fair housing literature and information.</li> <li>• Career Day at Gove Elementary School, Belle Glade- Presented fair housing information and brochures to 60 elementary students.</li> <li>• Fair Housing Month Poster Essay &amp; Multimedia Contest- Annual contest for students in 3rd, 7th and 11th grades which was presented in cooperation with the Realtors Association of the Palm Beaches, Inc. The theme for contest was “We Are All Part of the Puzzle”. A panel of local and county elected officials, art experts, and community and fair housing advocates judged the entries and selected the winners from posters, essays and videos. The winners received cash prizes and were honored at a reception held at the Realtors office on April 19, 2012.</li> </ul>

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **2. Affordable Housing**

##### **a. Comparison of renter and owner households assisted**

Palm Beach County's Five Year Consolidated Plan (FY 2010-2015) projected that over that five-year period a total of 22,612 housing units would be needed to satisfy the expected demand by persons/households who are of extremely-low, low, moderate, and middle incomes. Of these, 17,469 homes would be required by owners, and 5,141 homes would be required by renters. At the time the Plan was generated, it was recognized that identified public funds would only allow for assistance to 1,927 households (700 owners and 1,227 renters) thereby satisfying only 8.5% of the projected need.

During FY 2011-2012, Palm Beach County utilized CDBG, HOME, ESG, NSP1, NSP2, NSP3, SHIP, DRI3, HPRP, and Public Housing Authority Programs to assist a total of 792 affordable housing units (164 owners and 628 renters). This accomplishment exceeds the AP target of 381 units by approximately 108% (411 units). (See details in the table below).

During FY 2011-2012, the County provided ownership assistance, either through first mortgages and/or second mortgage subsidies, for the acquisition of 144 units. This amount surpassed the Five Year Plan annual goal of 101 units and surpassed the FY 2011-2012 AP target of 124 units by 20 units, 16% over the annual projection.

The 628 renter units the County assisted during FY 2011-2012 greatly exceeded AP goal of 195 units and the annualized Five Year Plan goal of 238 units. This accomplishment was possible through the use of ESG and HPRP Program funding for rental assistance to prevent homelessness (242 units); DRI3 Program funding to rehabilitate 215 housing units owned by three housing authorities; NSP2 funds for the acquisition of 36 single family housing units and 19 multi-family housing units that will be rented to low and moderate households, and the estimated 116 new renter households assisted through the public housing Section 8 and Family Unification Programs. The data relating to public housing assumes an annual 5% turnover of housing vouchers.

The following table (Table I, *Palm Beach County Affordable Housing Targets and Accomplishments for FY 2011-2012*) depicts Palm Beach County's affordable housing targets and accomplishments for FY 2011-2012. Figures include housing units provided through the following: 1) CDBG Single-Family Rehabilitation Program; 2) HOME 1<sup>st</sup>-time Homebuyer Program; 3) ESG Program; 4) NSP1 1<sup>st</sup> and 2<sup>nd</sup> Mortgage Program; 5) NSP1 Residential Redevelopment Grant Program; 6) NSP2 1<sup>st</sup> and 2<sup>nd</sup> Mortgage Program; 7) NSP2 Redevelopment Program; 8) NSP3 1<sup>st</sup> and 2<sup>nd</sup> Mortgage Program; 9) SHIP 1<sup>st</sup> Mortgage Program; 10) SHIP Purchase Assistance Program; 11) DRI3 Housing Projects; 12) HPRP Program; and 13) Public Housing Authorities within the CDBG Jurisdiction.

**FY 2011-12  
Palm Beach County  
Affordable Housing Targets and Accomplishments**

	Activity	Overall 5-Yr Plan	Average Annual 5-Yr Plan	FY 11-12 AP Targets	FY 2011-12 Accomplishments
Owner	New Construction	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	- Ext. Low (0-30%)	0	0	0	0
	- Low (31-50%)	0	0	0	0
	- Moderate (51-80%)	0	0	0	0
	-Middle (81-120%)	0	0	0	0
	Acquisition	<u>513</u>	<u>101</u>	<u>124</u>	<u>144</u>
	- Ext. Low (0-30%)	64	12	11	11
	- Low (31-50%)	142	28	18	55
	- Moderate (51-80%)	227	45	50	60
	-Middle (81-120%)	80	16	45	18
	Rehabilitation	<u>187</u>	<u>35</u>	<u>62</u>	<u>20</u>
	- Ext. Low (0-30%)	49	9	15	4
	- Low (31-50%)	63	12	25	11
	- Moderate (51-80%)	66	13	22	5
	-Middle (81-120%)	9	1	0	0
<b>Total Owners</b>		<b>700</b>	<b>136</b>	<b>186</b>	<b>164</b>
Renter	New Construction	<u>164</u>	<u>31</u>	<u>6</u>	<u>0</u>
	- Ext. Low (0-30%)	41	8	6	0
	- Low (31-50%)	49	9	0	0
	- Moderate (51-80%)	74	14	0	0
	-Middle (81-120%)	n/a	n/a	0	0
	Rehabilitation	<u>133</u>	<u>25</u>	<u>0</u>	<u>215</u>
	- Ext. Low (0-30%)	109	21	0	215
	- Low (31-50%)	12	2	0	0
	- Moderate (51-80%)	12	2	0	0
	-Middle (81-120%)	n/a	n/a	n/a	0
	Acquisition	<u>16</u>	<u>n/a</u>	<u>62</u>	<u>55</u>
	- Ext. Low (0-30%)	4	n/a	6	24
	- Low (31-50%)	3	n/a	31	16
	- Moderate (51-80%)	9	n/a	25	15
	-Middle (81-120%)	n/a	n/a	n/a	0
<b>Public Housing &amp; Rental Assistance Programs</b>		<b>914</b>	<b>182</b>	<b>127</b>	<b>358</b>
- Ext. Low (0-30%)	869	173	127	358	
- Low (31-50%)	45	9	0	0	
- Moderate (51-80%)	0	0	0	0	
-Middle (81-120%)	n/a	n/a	n/a	0	

	Activity	Overall 5-Yr Plan	Average Annual 5-Yr Plan	FY 11-12 AP Targets	FY 2011-12 Accomplishments
	Total Renters	1,227	238	195	628
	GRAND TOTAL	1,927	374	381	792

**b. Assessment in meeting Section 215 Goals**

Section 215 requirements for affordable owner housing state that housing unit value cannot exceed 95% of the median value for the area. For the 2011 calendar year, the median sales price for a single-family home in Palm Beach County was \$252,250 (Florida Data Clearinghouse, Shimberg Center for Affordable Housing, University of Florida, 2011—[www.flhousingdata.shimberg.ufl.edu/](http://www.flhousingdata.shimberg.ufl.edu/)). Using the 2011 median sales price, the maximum value of an affordable owner housing unit under the Section 215 definition was \$239,637. For affordable renter housing, Section 215 criteria dictates that rents cannot exceed 30% of the adjusted income of a family earning 65% of median income for the area.

During FY 2011-2012, 144 homes were acquired under the HOME, NSP1, NSP2, NSP3, and SHIP Programs. All of these, met Section 215 requirements. For rental housing, 615 out of 623 households or 98.7% met Section 215 requirements.

**c. Efforts to Address Worst Case Needs**

According to HUD, worst-case housing needs are defined as low-income renter households who pay more than half their income for rent, persons live in seriously substandard housing (which includes the homeless), or households that have been involuntarily displaced. There were an estimated 26,954 low income (0-50%AMI) renter households paying more than half of their income for housing expense during 2009 (Florida Data Clearinghouse, Shimberg Center for Affordable Housing, University of Florida, 2009—[www.flhousingdata.shimberg.ufl.edu/](http://www.flhousingdata.shimberg.ufl.edu/)).

For FY 2011-2012, the County’s efforts to assist worst-case housing needs included:

- the rehabilitation of 15 owner-occupied single family homes to address substandard conditions;
- the acquisition and rehabilitation of 27 housing units for affordable rental to <50% AMI households;
- rental subsidy to 358 households (0-50% AMI) through housing voucher or direct financial assistance programs; and
- the continued implementation of policies to prevent involuntary relocation and to minimize its impact.

**d. Efforts to Address the Accessibility Needs of Persons With Disabilities.**

In terms of accessibility for persons with disabilities, all new construction must meet the accessibility requirements of Section 504 and the Fair Housing Act. Additionally, the rehabilitation of owner-occupied homes or newly purchased homes includes accessibility

features when needed for families with disabled heads of household. During FY 2011-2012, DES rehabilitated one owner-occupied housing unit for which there was a disabled head of household.

Palm Beach County's Non-Homeless Special Needs Priority (goal) is to increase the supply of supportive housing for the non-homeless special needs population by utilizing funds that are reasonably expected to be made available and by coordinating with other agencies and service providers. Palm Beach County also funded or supported applications for funding that increased the supply of supportive housing, which combined structural features and services needed to enable persons with special needs, including persons with HIV/AIDS and their families to obtain a suitable and adequate living environment.

**Palm Beach County  
Affordable Housing Targets and Accomplishments  
For FY 2011-12, by Program**

	Activity	Overall 5-Year Plan	Avg. Annual 5-YR Plan	FY 11-12 AP Targets	CDBG	HOME	ESG	NSP 1	NSP 2	NSP 3	SHIP	DRI 3	HPRP	Section 8	Total FY 11-12		
<b>Owner</b>	<b>New Construction</b>				N/A	N/A	N/A	N/A	N/A	N/A	0	N/A	N/A	N/A	0		
	Ext. Low (0-30%)	0	0	0												0	
	Low (31-50%)	0	0	0												0	
	Moderate (51-80%)	0	0	0												0	
	Middle (81-120%)	0	0	0												0	
	Sub-total	0	0	0	0												
	<b>Acquisition</b>				N/A	1	N/A	0	7	1	2	N/A	N/A	N/A	11		
	Ext. Low (0-30%)	64	12	11												22	
	Low (31-50%)	142	28	18												14	
	Moderate (51-80%)	227	45	50												N/A	
	Middle (81-120%)	80	16	45												1	
	Sub-total	513	101	124	37	17	50	1	39	144							
	<b>Rehabilitation</b>				N/A	N/A	N/A	N/A	N/A	N/A	N/A	1	N/A	N/A	N/A	4	
	Ext. Low (0-30%)	49	9	15													3
	Low (31-50%)	69	12	25													9
	Moderate (51-80%)	66	13	22													3
	Middle (81-120%)	9	1	0													N/A
	Sub-total	193	35	62	15	5	20										
	<b>Total Owners</b>		706	136	186	15	38		17	50	1	44			N/A	164	
<b>Renter</b>	<b>New Construction</b>				N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0		
	Ext. Low (0-30%)	41	8	6												0	
	Low (31-50%)	49	9	0												0	
	Moderate (51-80%)	74	14	0												0	
	Middle (81-120%)	N/A	N/A	N/A												0	
	Sub-total	164	31	6	0												
	<b>Acquisition</b>				N/A	N/A	N/A	N/A	24	0	N/A	N/A	N/A	N/A	24		
	Ext. Low (0-30%)	4	N/A	6												31	
	Low (31-50%)	3		31												16	
Moderate (51-80%)	9		25	15	0	15											

	Activity	Overall 5-Year Plan	Avg. Annual 5-YR Plan	FY 11-12 AP Targets	CDBG	HOME	ESG	NSP 1	NSP 2	NSP 3	SHIP	DRI 3	HPRP	Section 8	Total FY 11-12
	Middle (81-120%)	N/A		N/A					0	0					0
	Sub-total	16		62					55	0					55
	<b>Rehabilitation</b>														
	Ext. Low (0-30%)	109	21	0	N/A	N/A	N/A	N/A	N/A	N/A	0	215	N/A	N/A	215
	Low (31-50%)	12	2	0	N/A	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A	0
	Moderate (51-80%)	12	2	0	N/A	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A	0
	Middle (81-120%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0	0	N/A	N/A	0
	Sub-total	133	25	0	N/A	N/A	N/A	N/A	N/A	N/A	0	215	N/A	N/A	215
	<b>Public Housing\Rental Programs</b>														
	Ext. Low (0-30%)	869	173	127	N/A	N/A	83	N/A	N/A	N/A	0	N/A	159	116	358
	Low (31-50%)	45	9	0	N/A	N/A	0	N/A	N/A	N/A	0	N/A	0	0	0
	Moderate (51-80%)	0	0	0	N/A	N/A	0	N/A	N/A	N/A	0	N/A	0	0	0
	Middle (81-120%)	n/a	n/a	0	N/A	N/A	0	N/A	N/A	N/A	0	N/A	0	0	0
	Sub-total	914	182	127	N/A	N/A	83	N/A	N/A	N/A	0	N/A	159	116	358
	<b>Total Renters</b>	<b>1,227</b>	<b>238</b>	<b>195</b>	<b>0</b>	<b>0</b>	<b>83</b>	<b>0</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>215</b>	<b>159</b>	<b>116</b>	<b>628</b>
	<b>Grand Total</b>	<b>1,927</b>	<b>510</b>	<b>701</b>	<b>15</b>	<b>37</b>	<b>83</b>	<b>17</b>	<b>105</b>	<b>1</b>	<b>44</b>	<b>215</b>	<b>159</b>	<b>116</b>	<b>792</b>

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **3. Continuum of Care**

##### **a. Actions Taken to Address the Needs of the Homeless and Non-homeless Special Needs Persons**

Palm Beach County's Continuum of Care is known as the Homeless and Housing Alliance (HHA) of Palm Beach County. The HHA's primary purpose is to deliver a comprehensive and coordinated continuum of services to homeless individuals and families and to individuals and families who are at risk of becoming homeless. Palm Beach County Division of Human Services serves as the Collaborative Applicant and Unified Funding Agency on behalf of the HHA. Membership in the HHA is community-based and includes representatives from government, business, formerly homeless individuals, law enforcement, housing service providers, faith groups, education, veterans, health care, and concerned individuals.

The HHA is also charged with the responsibility to seek funding for homeless services particularly as they relate to housing and support services. These funding sources include, but are not limited to, the HUD Super NOFA, the Emergency Solutions Grant; the Florida Department of Children and Families Office on Homelessness Challenge Grant, other governmental grants, and private foundations. The HHA researches funding opportunities and communicates its findings to all the HHA membership. Often the HHA is tasked to assist with various grant reviews and application preparation.

The Board of County Commission (BCC) adopted the *Ten-Year Plan to End Homelessness in Palm Beach County (Ten-Year Plan)* in 2008. The Plan was developed with coordinated efforts of the HHA, the County's Homeless Advisory Board, and PBC's Homeless Coalition. The Plan outlines a strategy to design, fund and develop permanent housing solutions for the County's homeless population. The *Ten Year Plan* also creates an integrated, countywide response to ending homelessness that encourages and support collaboration, offers long-term solutions and is fiscally responsible. The Plan is a living document, one that will evolve as additional needs are recognized, as solutions are identified and as progress is made. A major accomplishment and a cornerstone of the *Ten-Year Plan* has been the purchase and renovation of the County's first regional homeless resource center, which offers homeless services based on the Housing First model. The center, known as the Senator Philip D. Lewis Center (Lewis Center), opened its doors on July 2, 2012.

During FY 2011-2012 the Homeless Advisory Board formally aligned with the Homeless Coalition of Palm Beach County, Inc. through a Memorandum of Agreement that was approved by the Board of County Commissioners. This partnership has streamlined the resources available to the homeless community resulting in a reduction of duplicated efforts.

##### **Summary of the Accomplishments Relating to the *Ten Year Plan* Goals**

## **GOAL 1**

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### **Develop a Universal System for Intake/Assessment and Enhance Client Information Management System**

- **Universal Intake and Central Point of Access**

A Universal Assessment Tool and Universal Intake Procedures was developed by the Homeless and Housing Alliance. These procedures have been fully implemented throughout the County. The Homeless Advisory Board passed a motion to request that all local funding agencies require that utilization of these mechanisms be part of their criteria for funding eligibility. In December 2011 a Universal Application was developed and adopted by the HHA. The HHA researched the benefits of a Central Point of Access to Services and implemented this practice at the Lewis Center in July of 2012. The HHA continues to research best practice methods to prioritize needs that address the volume of referrals received through the Lewis Center.

- **Homeless Resource Center**

In July 2012 the Lewis Center, the County's homeless resource center, opened its doors with 20 emergency beds and added 20 more beds in October 2012. The Lewis Center serves as the County's central point of access and key source of data collection. Homeless individuals are referred to the Lewis Center from community navigation points where initial screening for appropriate referrals takes place.

## **GOAL 2**

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### **Provide Interim Housing Services for Homeless Individuals/ Families**

- During FY 2011-2012, the HHA's Unmet Needs Committee merged with the Housing Inventory Committee. This group continues to examine nationwide best practices related to housing for underserved populations.
- The HHA's Discharge Planning Committee developed a Memorandum of Agreement that establishes the policies and procedures for hospitals and mental health institutions to make referrals to the Lewis Center. The Discharge Planning Committee is currently working on establishing memorandum of agreements with state and local correctional institutions and jails.
- With the opening of the Lewis Center, an established vendor has secured hotel/motel beds to be utilized as interim housing until permanent housing can be secured through the Rapid Re-Housing component.

## **GOAL 3**

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### **Coordinate Partnerships and Resources for Homeless Services**

- The Homeless Advisory Board and all of those working on the *Ten-Year Plan's* implementation continue to represent a broad range of constituencies, from the faith-based community to the business community and those who themselves have experienced homelessness.
- During the past fiscal year, HHA members participated in PBC Transition to Independent Living Assessment conducted by a private consultant. Unmet needs of Youth Aging Out of Foster Care were identified and plans have started for the development of a Drop In Center for Youth.

- The Homeless Coalition is working to raise funds in support of the *Ten-Year Plan*. Several fundraising events were held during FY 2011-2012 including the first Senator Philip D. Lewis Recognition Breakfast.
- The Homeless Advisory Board has established a Funding Committee which has been tasked to review viable options for establishing a dedicated funding stream specific to homeless services and the *Ten-Year Plan*. A few of the potential funding mechanisms that are being researched include, but are not limited to bed, restaurant or other taxes; incentives for early property tax payments; donation meters, and park usage fees.

## **GOAL 4**

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### **Improve Access to Homeless Services with Outreach and Education**

#### **National Hunger and Homelessness Awareness Week 2011 (November 13-19, 2011)**

- The County observed National Hunger and Homelessness Awareness Week 2011 (November 13-19, 2011). The Homeless Coalition sponsored multiple activities during this week, including speaking engagements for community organizations. The primary goal of the event was to encourage a conversation about homelessness in every home in Palm Beach County during the week. Over 40 volunteers visited and read to 38 classrooms reaching 950 students. Discussions also took place regarding homeless issues and the new face of homelessness.
- The Homeless Coalition coordinated three Project Homeless Connects and two mini-Project Homeless Connects during FY 2011-2012. Over 1,300 homeless or at risk of being homeless individuals attended these events. The Project Connects were held in Belle Glade, Lake Worth, Riviera Beach and West Palm Beach. In-kind donations totaling \$53,918 were received. Attendees were able to receive free haircuts, toiletries, groceries, bicycles, clothing and other related items during these events. Two hundred and eighty (280) volunteers participated as well as various community partners. Another major accomplishment at each Project Homeless Connect was the ability to provide an opportunity for homeless persons to obtain an identification card. This was done through grant funding, which allowed the Homeless Coalition to partner with St. Ann Place. The Project Homeless Connect events were made possible during FY 2011-2012 though the generosity of Bethesda by the Sea, TJMAXX, United Way of Palm Beach and other private supporters.
- A universal Law Enforcement Protocol has been drafted that outlines a series of recommended procedures and best practices to be followed by law enforcement during encounters with homeless individuals and families. The document also provides suggested guidance as it relates to service provider referrals. The Protocol was adopted by the Palm Beach County Law Enforcement Planning Council (LEPC). Local law enforcement agencies have been requested to utilize the Policy as guidance in developing their own detailed protocols. Palm Beach County Sherriff's Department developed a training tool and shared the tool with municipal police departments. This training included information on interacting with homeless individuals and families as well as the referral process for the Lewis Center.

## **GOAL 5**

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### **Prevent Individuals and Families from Becoming Homeless**

- An SSI/SSDI Outreach, Access, and Recovery (SOAR) Program has been established as a joint effort between Human Services and the United Way as a method to expedite SSA disability applications. PBC CoC has had a certified SOAR training program for its agencies since 2008. More than 81 caseworkers have been trained to date.  
The SOAR agencies continue to train and certify case managers to provide assistance to potentially eligible homeless applicants. United Way continues to support the evaluation component of the program.
- A Veterans Coalition, a sub-committee of the Homeless and Housing Alliance, continues to meet bi-monthly, bringing together representatives of veteran-serving agencies, advocates and interested citizens, in order to promote collaboration and sharing of resources related to this special population.
- Palm Beach County's Community Services Department administered the Homeless Prevention/Rapid Re-housing funds (HPRP) in partnership with DES. The County was awarded \$2,823,871 and served a total of 412 households consisting of 1,095 persons under Homeless Prevention and contracted for 646 households consisting of 1,676 persons under the Rapid Re-housing activity.

## **GOAL 6**

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### **Secure a Stable Stock of Affordable/Accessible Housing**

- HHA members partnered with Lake Worth Community Redevelopment Agency Neighborhood Stabilization Program 2 (NSP2) consortium and focused on providing housing opportunities to households earning less than 50% of the AMI. NSP2 resources were utilized to increase housing options for housing individuals & families. All of the affordable units made available through these programs remained affordable through the use of land trusts and deed restrictions.
- PBC DES received \$50 million under the Neighborhood Stabilization Program 2 (NSP2). At least 25% of the total NSP2 award must be used to provide benefits to households with an income at or below 50% of the AMI. Based on the funding allocation under the three components of the program approximately 472 housing units will become available to this income group. The County envisions that some of these units will be occupied by formerly homeless families that were served through the Continuum of Care. During FY 2011-2012 the Neighborhood Stabilization Program 2 (NSP2) assisted fifty households with first or second mortgages for home acquisition, acquired 104 foreclosed housing units through our non-profit partners and constructed 225 multifamily units in three (3) apartment complexes.
- PBC DES was allocated \$11,264,172 of NSP3 funds for the period March 2011-March 2014. Like the NSP2 Program, 25% of the funding received must be used to benefit individuals and families whose income is at or below 50% of the AMI. PCD DES will use these funds as follows: to administer a First and/or Second Mortgage program that provides direct financial assistance to homebuyers to acquire foreclosed or abandoned residential properties for owner occupancy; to provide financial assistance to two (2) local housing authorities that will allow them to purchase and rehab foreclosed or abandoned residential units that will in turn be rented to very low income households and to construct

new rental units on vacant land owned by the Authorities. The former program is open to all income groups while the latter is exclusively dedicated to the very low income families.

- HHA members worked with the local Veterans' Medical Center to secured 240 Veterans Affairs Supportive Housing (VASH) vouchers to house homeless veterans and their families.
- The HHA is begun working collaboratively with the Miami HUD Field Office to engage local Housing Authorities in an effort to encourage greater utilization of Section 8 vouchers for those who are homeless.

## **GOAL 7**

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### **Provide System Oversight and Evaluation of the *Ten-Year Plan***

- The Homeless Advisory Board's Strategic Planning Subcommittee has been working on the alignment of the Palm Beach County Ten-Year Plan with the Federal Strategic Plan to End Homelessness. During much of 2012, the concentration of the Committee was centered on the opening and progression of the Lewis Center. Since July 2012 the Committee has returned to focusing on the implementation and evaluation of the *Ten-Year Plan* and increasing affordable housing.
- The Homeless Management Information System (HMIS) entered its tenth year of continual operation with 31 cooperating agencies inputting client level data from 71 programs. The network currently has 170 licensed users and contains over 133,940 client records amassed over the past eight years.

### **Other County Programs**

The Continuum of Care Program is not the only source of funding to assist homeless persons or those at risk of becoming homeless in Palm Beach County. Palm Beach County Department of Economic Sustainability (DES) also administers several federal programs that are either designed to directly benefit the homeless or those at risk of becoming homeless as well as assist those that are determined to be low- and moderate income persons. The latter group unequivocally includes those considered to be special needs persons as well as the formerly homeless. A summary of these programs and accomplishments during FY 2011-2012 are outlined below.

### **ESG Program**

During FY 2011-2012, PBC was awarded a total of \$465,359 in ESG funding in two different allocations. The first allocation of \$297,830 was made available October 2011 and was provided as grants to non-profit agencies for the operation and maintenance of emergency shelters/transitional housing facilities and to support homeless prevention activities. The second allocation of \$167,529 was made available, via an executed agreement with HUD, in September 2012. These dollars were programmed for rapid re-housing activities in support of the Lewis Center. The rapid re-housing activity began October 2012.

A total of twelve agencies that provide emergency shelter/transitional housing or homeless prevention services received funding under the FY 2011-2012 ESG program (first allocation). A total of \$219,022 was awarded in the operation/maintenance of shelters category and of that amount, \$217,964 was expended by the end of the fiscal year and resulted in 2,024 individuals

receiving shelter night stay. Approximately \$63,916 was programmed for homeless prevention activities of which \$63,785 was expended and 341 persons who were “at risk” received assistance.

Under the second allocation of ESG funds, PBC programmed \$154,575 to provide rapid re-housing activities in support of the Lewis Center and \$12,772 for grant administration. This activity began October 1, 2012.

#### CDBG Program

For the CDBG Program, \$500,683 was awarded to agencies that provide services for homeless individuals and families as well as to non-homeless special needs persons. A total of 1,345 persons benefitted from the CDBG activities and the agencies collectively expended \$481,674.

#### HPRP Program – Rapid Re-housing Component

The homeless assistance/rapid re-housing element of the HPRP Program overseen by the Department of Community Services was carried out by Adopt-A-Family of the Palm Beaches in collaboration with the Family Empowerment Coalition (FEC). The FEC was comprised of 13 local agencies whose goal was to provide a seamless continuum of services that promoted family stability and self-sufficiency. The FEC model allowed clients to move easily from one agency to another to access the entire range of services offered. The County provided homeless prevention/rapid re-housing in the form of rental assistance, security and utility deposits, and case management. Palm Beach County’s HPRP program ended on July 13, 2012. A total of \$1,826,200 was expended under the homeless prevention/rapid re-housing component and 646 households (1,676 individuals) benefitted from this activity.

#### NSP1

Palm Beach County funded the acquisition and rehabilitation of a homeless resource center under the NSP1 Program in the amount of \$7.5 million. The center is located within the City of West Palm Beach and will serve as the County’s central point of access and key source of data collection for the County’s homeless population. The renovation of the building began during FY 2009-2010 and was completed in FY 2011-2012. In March 2012 the BCC elected to open the center in the summer of 2012 using a phase-in approach. The center opened its doors on July 2, 2012 with a total of 20 beds. Another 20 beds were slated to be added to the facility on October 1, 2012. It is anticipated that the final 20 beds will be made available in January 2013.

#### Financially Assisted Agencies (FAA)

In providing for human services needs, Palm Beach County augments its own services by providing financial assistance to community-based organizations. Financially Assisted Agencies (FAA) is a program within the Administration section of the County’s Department of Community Services. Funded organizations are monitored to ensure strict fiscal and service integrity. A volunteer Citizens Advisory Committee (CAC) appointed by the Board of County Commissioners assists in the assessment of needs and recommends service priorities. For FY 2011-2012 the service priorities were defined as domestic abuse, economic sustainability, homelessness, mental health, senior services, special needs, substance abuse, and youth violence. A total of \$13,022,048 was allocated under the FY 2011-2012 FAA program. Of that amount \$12,852,521 was actually expended on various activities throughout the county. Thirty-six (36) agencies received FAA funding during FY 2011-2012 and 19,344 persons were served.

**b. Actions Taken to Prevent Homelessness and Transition Homeless Persons to Permanent Housing**

ESG

During FY 2011-2012, DES used ESG dollars to fund three agencies that provided services to address the needs of individuals who were at risk of becoming homeless. The agencies funded, the amount of funding provided, the number of beneficiaries served, and amounts expended are shown in the table below.

**ESGP Accomplishments  
Homeless Prevention**

Agency	Funds Awarded	Anticipated Beneficiaries	Actual Beneficiaries	Expenditures
Adopt-A-Family of the Palm Beaches	\$19,133.75	150	83	\$19,058.72
Children’s Case Management	\$14,782.52	72	108	\$14,782.52
Farmworker’s Coordinating Council	25,000	275	128	\$24,994.94
Urban League of PBC	\$5,000	18	22	\$4,950
<b>TOTAL</b>	<b>\$63,916.27</b>	<b>508 Individuals</b>	<b>341 Individuals</b>	<b>\$63,785.98</b>

CDBG Program

During FY 2011-2012 DES awarded CDBG funding to one non-profit organization to operate a housing stabilization program that included a homeless prevention component. A total of \$48,622 was allocated to this activity. All of the awarded amount (\$48,622) was actually expended and 104 persons benefited from the activity.

HPRP Program – Homeless Prevention

The County’s Community Services Department implemented the homeless prevention activity under the HPRP Program. PBC’s HPRP program ended on July 13, 2012. A total of \$915,112 was expended under the homeless prevention component and 412 households (1,095 individuals) benefitted from this activity.

**c. Federal Resources Obtained from the Homeless Super NOFA**

The Palm Beach County Board of County Commissioners, through the Division of Human Services as Lead Entity, submitted the 2011 HUD SuperNOFA application. This included a total of nineteen (19) projects and seeking \$4,931,779 in funding. HUD announced funding for eighteen (18) renewal projects for Palm Beach County, totaling \$4,521,231. HUD also announced the award of one new project for chronically homeless individuals in the amount of

\$410,548, with a starting date of February 1, 2013. Two (2) projects approved in previous NOFAs started operations in 2011, with a combined amount of \$88,071.

The funding received by the participating agencies provides: supported transitional housing, a sponsor-based rental assistance program for the homeless, permanent supportive housing, childcare, employment assistance, life skills training, case management and supportive services appropriate to the individual projects.

The table below indicates the agencies who received FY 2011 CoC funding as well as the two projects funded from previous years, the level of funding and the number of beneficiaries served. A total of 402 single individuals and 140 families, consisting of 399 family members, were assisted under the Continuum of Care during FY 2011-2012.

**FY 2011-12  
Continuum of Care Activities**

<b>Agency</b>	<b>Program Type</b>	<b>Amount Awarded</b>	<b>Beneficiaries</b>
<b>Bridges to Success</b>	SHPR	\$207,038	12 Families/48 People
<b>Casa Vegso</b>	SHPR	\$106,540	
<b>Center of Hope Transitional Housing</b>	SHPR	\$233,735	129 Individuals
<b>Flagler Project</b>	S+CR	\$370,176	37 Individuals
<b>Harmony House West</b>	SHPR	\$229,547	14 Families/45 People
<b>Haven House</b>	SHR	\$386,104	24 Individuals
<b>HMIS (2) (Consolidated HMIS I and HMIS II)</b>	SHPR	\$155,077	CMIS Services Only
<b>Joshua House</b>	SHPR	\$182,984	24 Individuals
<b>New Avenues*</b>	SHP	\$403,568	14 individuals
<b>Project Family Care</b>	SHPR	\$283,023	40 Families/105 People
<b>Project Home II</b>	SHPR	\$132,255	9 Individuals
<b>Project Home III</b>	SHPR	\$137,615	8 Individuals
<b>Project Safe II</b>	SHPR	\$207,811	44 Families/127 People
<b>Project Succeed</b>	SHPR	\$990,218	67 Individuals
<b>Project Succeed 3</b>	SHPR	\$134,036	9 Individuals
<b>Project SUCCESS</b>	SHPR	\$442,158	71 Individuals
<b>Recovery Village Plus</b>	SHPR	\$62,587	8 Families/20 People
<b>Transitions Home</b>	SHPR	\$129,156	13 Families/21 People
<b>Operation Home Ready</b>	SHPR	\$131,171	10 Individuals
<b>A Place Called Home*</b>	SHPN	\$396,503	9 Families/33 People
<b>TOTAL</b>		<b>\$5,321,382**</b>	<b>140 Families 801 Individuals</b>

\*Projects approved by HUD in previous NOFAs and began operations in this fiscal year.

\*\*Total amount includes projects approved by HUD in previous NOFAs but started operations in this fiscal year.

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

##### **a. Address Obstacles to Meeting Underserved Needs**

The Housing, Homeless, Non-Homeless Special Needs, and Non-Housing Community Development Strategies in the Five Year Consolidated Plan for FY 2010-2015 identify various obstacles to meeting underserved needs. The following section summarizes the identified needs and actions taken by Palm Beach County to address those needs.

#### **Housing**

The Housing Strategy, outlined in the Five Year Consolidated Plan, identified the primary obstacle to meeting underserved needs as the lack of sufficient funding resources to address identified needs.

- In FY 2011-2012, the County continued to implement programs to increase the availability and supply of affordable housing. First, the Palm Beach County Board of County Commissioners continued to support the county's mandatory Workforce Housing Program (WHP). The Workforce Housing Program provides for the development of workforce housing units in all new residential developments in unincorporated Palm Beach County. The program is intended to serve the housing needs of people employed in economically viable jobs. Since the inception of the Workforce Housing Program, 1,435 total workforce housing units have been approved.
- There are currently five CLTs operating in the County. Four of these are operated by non-profit organizations (Northwood Renaissance, Adopt-A-Family of the Palm Beaches, the Community Land Trust of Palm Beach County, and the Housing Partnership) and one by the City of Delray Beach. All, except the Community Land Trust of Palm Beach County (CLT of PBC) operate within very restrictive geographic boundaries. The CLT concept provides homeownership opportunities to very low, low- and moderate-income persons through the CLT owning the land and the housing unit is generally owned by the homeowner. Affordability is generally insured by the CLT leasing the land to the homeowners for a period of ninety-nine years. During the year, Palm Beach County awarded funding to two CLTs, Community Land Trust of Palm Beach County and Neighborhood Renaissance. These CLTs utilized NSP2 funding for the purchase and rehabilitation of 51 residential properties (39 rentals and 12 homeownership).
- Palm Beach County operated first and second mortgage programs under the NSP1 and NSP2 Programs. Under these programs, purchase and rehabilitation financing was provided to 64 very low, low- and moderate-income homeowners totaling approximately \$10 million.
- Palm Beach County awarded NSP2 funding to construct affordable rental units. A total of 25 units were completed during FY 2011-2012 and 200 are to be completed in the 1<sup>st</sup> quarter of FY 2012-2013.

- Palm Beach County Action Plan FY 2011-2012 and the Five Year Consolidated Plan for FY 2010-2015 outline a comprehensive policy for the provision of housing to persons of low and moderate income including the underserved population. This strategy involves the use of funding to provide first time homebuyer opportunities. During FY 2011-2012, approximately \$2 million in HOME funds was used to provide first time homebuyer assistance to 38 families. The State funded SHIP Program used residual funds, allocated to the County in previous years and program income amounting to \$4.5 million to provide homeowner assistance to 39 families. Thirty (30) of these were categorized with incomes 0 to 80% of the AMI and therefore, considered to be among the underserved as it relates to housing.

### **Homeless**

The Five Year Plan identifies the following as the major obstacles to meeting the needs of the homeless and special needs population: inadequate resources; difficulty in placing certain types of individuals and families; accessing services for clients; finding employment and providing job training skills; inadequate number of homeless shelter beds; absence of a streamlined intake process for the homeless; and, lack of community awareness of the needs of the homeless.

- Under the FY 2011-2012 Continuum of Care (CoC) Homeless Assistance Program (Supportive Housing Programs and Shelter Plus Care Grants), HUD awarded Palm Beach County a total of \$5,321,382 to twelve (12) agencies operating twenty (20) projects. These funds were used to assist 402 individuals and 140 families, consisting of 399 family members. The CoC funding supported transitional housing for individuals and families, permanent supportive housing, as well as the Homeless Management Information System. The homeless persons served by the funded projects included the following subpopulations: chronically homeless individuals, severely mentally ill, chronic substance abusers, veterans, victims of domestic violence, families, persons with mental illness who are treatment resistant, pregnant or parenting teenage women and their babies, unaccompanied youth under 18 years of age, persons with HIV/AIDS and persons designated as chronic homeless.
- Under the FY 2011-2012 ESG Program, twelve (12) agencies were awarded funding to assist approximately 2,139 unduplicated persons who were homeless or at risk of becoming homeless. At the end of the fiscal year 2,365 individuals were assisted. Of those assisted 341 were at risk of becoming homeless and 137 were chronically homeless.
- Under the CDBG \$346,910 was provided to nine agencies for the provision of direct homeless assistance to 716 persons. At the end of the year a total of 498 individuals were helped.
- The Palm Beach County Division of Human Services used funds through Ryan White Part A, Financially Assisted Agencies and Emergency Food and Shelter Program to assist persons at risk of homelessness.

- The Homeless Coalition of Palm Beach County, Inc. was formally aligned with the Homeless Advisory Board through a Memorandum of Agreement which was approved by the Board of County Commissioners during FY 2011-2012. This will remove the tendency for duplicating resources to assist the homeless.
- The Client Management Information System (CMIS) hosts a consolidated database of homeless and applicants for homeless services and through sharing of information reduced the incidences of duplication of services. It also provided a constantly updated index of client services usage and unmet needs.
- Under the NSP1 Program, a sum of \$7.5 million was used to construct the Senator Phillip D. Lewis Center (a homeless resource center). This facility will serve approximately 1,766 homeless persons annually. The construction of the facility was completed during FY 2011-2012 and operation commenced July 1, 2012.
- Year to date, a total of \$1,826,200 was disbursed under the Homeless Prevention/Rapid Re-Housing Program (HPRP) to provide assistance to 646 households (1,676 persons) in the form of rental assistance, security utility deposits and case management. The program also spent \$915,112 for homeless prevention assistance to 412 households (1,095 persons) in the form of rental and utility assistance for a period of one month.

### **Non-Homeless/Special Needs**

The Non-Homeless Special Needs Strategy outlined in the Five Year Consolidated Plan identifies lack of affordable and accessible housing, community resistance to group homes, and stringent licensing requirements for group homes as the primary obstacles. Palm Beach County's Non-Homeless Special Needs Priority (goal) is to increase the supply of supportive housing for the non-homeless special needs population by utilizing funds that are reasonably expected to be made available and by encouraging coordination between agencies and service providers. To achieve its goal, Palm Beach County undertook the following actions:

- Palm Beach County DES continues to support applications by agencies, County departments and service providers who are seeking funding to provide services to address the needs of non-homeless persons with special needs. This support is usually reflected by providing certifications of consistency with the County's Annual Action Plan and through participating on appropriate bodies.
- Palm Beach County, through its Department of Community Services, continues to allocate Ryan White Title I funds to agencies that provide supportive services to persons with HIV/AIDS and their families.
- Palm Beach County utilized CDBG funds to assist with activities that support the non-homeless special needs population. During FY 2011-2012, CDBG funds assisted three agencies (The ARC, Coalition for Independent Living Options (CILO), Seagull Industries for the Disabled. These agencies provided assistance to 393 persons identified with special needs.

## **Non-Housing Community Development**

The Non-Housing Community Development Strategy identifies a deficiency in infrastructure particularly in the Glades area, and lack of jobs available to the low-and moderate-income population (resulting in high unemployment) as the primary obstacles to serving the underserved need. During the year the following activities were undertaken by the County to address these deficiencies:

- Completed the construction of six infrastructure projects inclusive of roadways, drainage, and sanitary sewer improvements which provided benefits to 5,726 individuals of which more than 51% were low and moderate income.
- Continued to employ the Area of Hope Strategy to target CDBG funds to areas of greatest need.
- Consulted with participating municipalities on their community development projects and provided technical assistance regarding the CDBG and HOME Programs to all potential program applicants or persons requesting assistance.
- Worked with the Countywide Community Revitalization Team (CCRT), which targets certain low-income areas (lacking adequate physical, economic and social infrastructure in unincorporated Palm Beach County) for assistance. Assistance is usually related to rectifying identified deficiencies, as well as promoting citizens participating in the identification and correction of those deficiencies.
- Partnered with other countywide agencies, such as the CCRT; the Homeless Coalition of PBC; the Homeless Advisory Board, and the United Way.
- Continued to set aside CDBG funding for use in promoting economic development activities (in FY 2011-2012, the sum totaled \$675,000). DES provided subrecipient grants to two countywide business incubators to assist in the development of microenterprises to create jobs filled predominantly by low and moderate income persons.
- Continued the economic development programs to assist with business development such as the Section 108 Loan Program, BEDI grants, Energy Loan Program, Enterprise Zone and Urban Job Tax Credit Program. These programs are designed to create jobs predominantly for low and moderate income persons. During FY 2011-2012, the Florida Dept. of Economic Opportunity approved Palm Beach County's Enterprise Zone Boundary Amendment application to expand three square miles for the state designated "rural areas of critical economic concern" which included Belle Glade and South Bay. The DES was responsible for the continued implementation of this program.

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

##### **b. Foster and Maintain Affordable Housing**

Starting early in 2006, due to various factors, including deteriorating economic conditions throughout the United States, the local housing market collapsed, resulting in a significant decline in the average purchase price of a home in Palm Beach County. A recent report from the Florida Housing Data Clearinghouse, Source: Florida Dept. of Revenue, Sales Data Files revealed the median sales price of a single family home in Palm Beach County has decreased over the last three years, from \$285,000 in 2008 to \$252,250 in 2011, representing a 12.98% decrease. This is a substantial improvement from the 55.46% decrease *year end* over the previous three years (2007-2010).

As a result of high housing costs and substantial loss of income and employment, many households find themselves in precarious housing situations. Households paying more than 30% of their income for mortgage costs, are considered by HUD to be cost burdened. According to the Florida Housing Data Clearinghouse based on estimates and projections by Shimberg Center for Housing Studies, approximately 57.8% of extremely low income households (30% or less of AMI) in Palm Beach County pay more than 50% of their income toward housing costs.

According to RealtyTrac, Palm Beach County had 22,952 foreclosed homes with an average foreclosure sales price of \$134,538, as of September 2012. This is a significant 31.9% decrease from the previous year's 30,277. According to RealtyTrac, Palm Beach County's foreclosure rate was 29% just below the state's foreclosure rate of 31% and more than twice the national foreclosure rate of 14%. The State of Florida is second behind California in foreclosure cases, and Palm Beach County is third in the State in foreclosures behind Miami-Dade (1<sup>st</sup>) and Broward (2<sup>nd</sup>) Counties.

On January 12, 2012, the Palm Beach County Clerk and Comptroller reported were 12,154 new foreclosures were filed in 2011, down 38.7% from the 19,840 cases filed in 2010 and down 61.6% from the record high of 31,678 cases in 2009. According to the Clerk and Comptroller's monthly news releases from January to September 2012, there were a total of 14,639 new foreclosures filed in 2012, up 16.9% from 2011.

The number of new foreclosure filings dropped in September 2012 compared with the previous month, as well as the same month in 2011, according to the latest statistics from the Palm Beach County Clerk and Comptroller. There were 1,124 new foreclosures filed in September, a 24.3% decrease from the 1,485 new foreclosures filed in August 2012 and a 5.4% decrease from the 1,188 foreclosures filed in September 2011. The Clerk stated that despite the decrease between August and September 2012, they are still seeing more new foreclosure filings this year compared with 2011, and they remain on track to surpass last year's new foreclosure caseload. Additionally, recently arisen barriers to accessing affordable housing in the County include: high unemployment levels (9.2% as of September, 2012), tightening of lender's underwriting requirements to homebuyers, escalating construction costs, and foreclosure of investor-owned

rental units resulting in the removal of these units from the local affordable rental housing stock.

In light of these conditions, Palm Beach County has put together a list of strategies which are designed to encourage the development and retention of affordable housing within its boundaries. In order to achieve this overall goal the following objectives, among others, were expounded within the County's Five Year Consolidated Plan.

- To provide relocation assistance to individuals and families affected by the implementation of housing programs and the market collapse;
- To conserve and upgrade the existing affordable housing stock, and eliminate sub-standard housing;
- To increase the availability of permanent special needs housing;
- To increase the availability of permanent housing which is affordable and in standard condition to low and moderate income families, particularly to members of the disadvantaged minorities without discrimination;
- To provide dispersal mechanisms to make housing affordable to low-and moderate income persons.

During FY 2011-2012, Palm Beach County carried out all of the above stated objectives through the implementation of the following specific projects, aimed at fostering and maintaining affordable housing:

#### **CDBG Single Family Rehabilitation Program**

The Single Family Rehabilitation Program rehabilitated fifteen (15) households during FY 2011–2012. Technical and financial assistance was provided for upgrading substandard property to meet applicable housing and building code standards.

#### **Foreclosure Prevention Program**

The Foreclosure Assistance Program assisted six (6) low and very-low income homeowners who faced foreclosure due to delinquent mortgages during FY 2011-2012.

#### **SHIP Single Family Rehabilitation Program**

This program provides rehabilitation/barrier removal for extremely low, very low and low-income eligible elderly and disabled owner households and emergency rehabilitation for low income households where Code Enforcement has identified life-threatening or extremely dangerous living conditions. Five (5) households were assisted under this program during FY 2011-2012.

#### **SHIP Purchase Assistance Program**

This program provides very low, low, and moderate income households with second mortgage subsidy assistance for purchasing a home. Assistance may be used for acquisition of new construction; or for acquisition in conjunction with needed rehabilitation. The assistance is provided in the form of a deferred loan. During FY 2011-2012, sixteen (16) households were provided second mortgage subsidy assistance under the SHIP Purchase Assistance Program.

### **SHIP First Mortgage Loan Assistance Program**

This program provides very low, low and moderate income households earning up to 120% of the area median income with first mortgage subsidy assistance for purchasing a home. Assistance may be used for acquisition of new construction; or for acquisition in conjunction with needed rehabilitation. The assistance is provided in the form of a loan with a mortgage term of 30 years. The SHIP First Mortgage Loan Assistance Program assisted twenty-three (23) households during FY 2011-2012.

### **HOME Single Family Acquisition for First Time Home Buyers**

This program is administered by the Home Investment Partnership Program. Funds disbursed are used for second mortgages to low and moderate income persons to assist them in acquiring homes. The individuals assisted must be first-time homebuyers. Thirty-seven (37) first time homebuyers were assisted under this program during FY 2011-2012.

### **Certifications of Consistency**

Palm Beach County displayed its support to agencies applying for funding under the State and Federal Programs which provides funding for affordable housing activities and for housing special needs individuals. During FY 2011-2012, six (6) such certifications were provided to three (3) agencies.

### **Section 8 Vouchers**

The Public Housing Authorities located within the county continued to issue Section 8 rental housing vouchers/certificates to Palm Beach County residents. During FY 2011-12, the Housing Authorities located within Palm Beach County's jurisdiction administered one hundred sixteen (116) Section 8 vouchers/certificates.

### **Neighborhood Stabilization Program 1 (NSP1)**

During FY 2011-12 the Neighborhood Stabilization Program 1 (NSP1) assisted fourteen (14) households with first or second mortgages for home acquisition.

### **Neighborhood Stabilization Program 2 (NSP2)**

During FY 2011-12 the Neighborhood Stabilization Program 2 (NSP2) assisted fifty (50) households with first or second mortgages for home acquisition, acquired 104 foreclosed housing units through non-profit partners and constructed 225 multifamily units in three (3) apartment complexes.

### **Neighborhood Stabilization Program 3 (NSP3)**

During FY 2011-12 the Neighborhood Stabilization Program 3 (NSP3) assisted one (1) household with first or second mortgages for home acquisition.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

##### **c. Eliminate Barriers to Affordable Housing**

Palm Beach County has continued to implement strategies to remove barriers to affordable housing, especially where they are caused by the negative effects of public policies and the prevailing economic and social conditions. These strategies are designed to improve the shortage of affordable housing in the County and to ensure the provision of affordable units available to the residents of Palm Beach County. One strategy is to remove regulatory barriers and provide incentives for the production of new affordable housing units and the preservation of existing affordable units. The provision of financial assistance is a second means by which the County helps to eliminate identified barriers to obtaining affordable housing. These strategies, in addition to others, discussed hereunder, have been carried out through programs implemented by The Department of Economic Sustainability, Planning, Zoning and Building Department (PZ&B), and the Water Utilities Department, among others.

#### **The Workforce Housing Program**

The Workforce Housing Program (WHP) is a mandatory (inclusionary zoning) program administered by PZ&B that provides for the development of a component of workforce housing units in new residential developments. All required WHP units are offered to income qualified households with incomes from 60% to 140% of area medium income (AMI). The WHP is intended to serve the housing needs of people employed in the jobs that the general population of the community relies upon to make the community economically viable. The WHP requirements apply to all new residential developments of 10 or more units located within the Urban/Suburban Tier in unincorporated Palm Beach County. The required WHP units have an affordability compliance period of 15 to 30 years. The County offers a density incentive of up to 30%, and developers may request a bonus greater than 30%. An additional WHP incentive is the Traffic Performance Standard mitigation that allows some flexibility to the traffic standard to add additional trips to their traffic counts in order to construct the additional WHP units. Since the adoption of the initial ordinance, 10,309 total housing units have been approved, with 1,435 of the units designated as WHP units.

#### **The Affordable Housing Program**

The Affordable Housing Program (AHP) is a voluntary program that applies to new residential developments in unincorporated Palm Beach County. A proposed AHP project must have a minimum of 10 permitted units. The AHP may be used by an applicant seeking additional density for an affordable housing development. The applicant elects to provide at a minimum 65% of the total number of dwelling units targeted to households at incomes of 60% of Area Median Income (AMI) and below. In any proposal a maximum of 20% of all units will target incomes of 30% and below AMI. AHP units shall not be subject to restrictions beyond income qualifications except those restrictions imposed by a governmental agency providing affordable housing financing. The County offers a density bonus incentive of up to 30% and developers may request a bonus greater than 30%. An additional AHP incentive is the Traffic Performance

Standard mitigation that allows some flexibility to the traffic standard to add additional trips to their traffic counts in order to construct the additional AHP units.

### **The Palm Beach County Impact Fee Ordinance**

The ordinance was designed to minimize impact fees for smaller, more affordable homes, by calculating the fee on the total square footage of the house.

### **Comprehensive Plan**

The Comprehensive Plan is a growth management tool that contains policies that may, at times, become barriers to affordable housing. However, provisions have been made throughout the Plan to alleviate these barriers and to provide incentives for the provision of affordable and workforce housing. Policies relating to affordable and workforce housing are addressed in the Future Land Use Element and Housing Element of the Plan. These elements are regularly reviewed through the Evaluation and Appraisal Report (EAR) process to, among other things, address the provision of affordable housing.

### **Zero Lot Line Developments**

These developments are permitted by Palm Beach County Unified Land Development Code and by a majority of the municipalities in the county. This method of land development has become particularly advantageous in the usage of small lots, enabling affordable housing builders to reduce costs by utilizing less land. It is also particularly important to redevelopment through infill housing which has taken place in older areas throughout the county, where neighborhoods were platted with small lot sizes.

### **Accessory Affordable Housing in the "INST" Land Use Category**

This provides non-profits and other community based organizations a means to develop very low and/or low income housing on land that has been set aside for public and/or governmental use and ordinarily has no specific residential density. This provision is important to special needs housing production since most often non-profits or community based groups with institutional land look to include special needs housing in conjunction with non-residential facilities (i.e., church site with elderly housing).

### **A One-Stop Permit Process**

The One-Stop permit process is designed to result in continual improvements to the permit issuance process implemented by the Building Division. By lessening the time required for developers to acquire necessary building permits, the one stop permitting process reduces the time required to initiate construction and thereby reduces interest costs to developers of affordable housing. This results in a monetary savings that is reflected in housing prices. Additionally, non-profit agencies developing affordable housing also benefit by the enhanced one-stop process.

### **Other Actions**

Other County Departments also undertake actions to remove barriers to affordable housing. Some of these actions are described below:

### **Surplus County Property**

The Property and Real Estate Management Division maintains an inventory of surplus County owned and other publicly owned land suitable for affordable housing development. DES has utilized surplus properties in the past in its affordable housing activities and has coordinated donation of surplus properties to non-profit agencies for the development of new affordable housing.

### **Deferred Payment Program**

Palm Beach County Water Utilities Department implements the Deferred Payment Program which allows existing homeowners to amortize water and sewer hook-up fees over a twenty year period. This program was established in 1993 and is designed to assist owners of existing homes, which are currently hooked up to well and septic systems, to hook up to newly expanded or constructed water and sewer systems. The impact fees are paid back over a twenty year period with an annual interest rate of five and a one half percent (5.5%). In order to enter into the program, a lien is required to be placed on the property until the final payment is made. This program enables persons of all incomes to reduce the impact of the imposed fees and enter into expanded utility services.

### **Taxing Instruments**

In order to make multiple infrastructure improvements affordable to property owners, the BCC, in November 1995, approved amendments to the Water Utilities Assessment and the Municipal Service Taxing Unit Ordinances. The amendments extended the number of years allowable for assessments to be paid from 10 to 20 years, thereby reducing the financial impact on property owners and contributing to the affordability of housing in the County.

### **Palm Beach County Programs for Affordable Housing**

Palm Beach County Programs provide financial opportunities to reducing the barriers to affordable housing. These programs, administered by DES, consist of both federal and state funds which include:

- CDBG Program funds used for housing rehabilitation and demolition;
- Home Program funds used for first and second mortgages including lease assistance with the option to buy;
- Neighborhood Stabilization Programs (NSP1) funds used to provide first and second mortgages within the County's Urban Redevelopment Area.
- Neighborhood Stabilization Programs (NSP2) funds used to provide financing (loans and/or grants) for acquisition, construction, rehabilitation and second mortgages countywide.
- Neighborhood Stabilization Programs (NSP3) funds used to provide first and second mortgages, acquisition, rehabilitation and redevelopment.
- SHIP Program funds to provide utility connection assistance (water/sewer) to owner-occupied single family-housing units.
- 2005 Disaster Recovery Initiative (DRI) Program funds used for rehabilitation and infrastructure needs due to Hurricane Wilma.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

##### **d. Overcome Gaps in Institutional Structure and Enhance Coordination**

There has been much progress made in recent years with the respect to better coordination of services to the lower income residents of Palm Beach County, as well as those residents who are homeless or have special needs. However, the Palm Beach County Five Year Consolidated Plan did identify that more improvement is needed. Observations have revealed that many of the coordinating problems arise from the differences in requirements imposed by local, state, and federal governments, as well as with the diversity of funding sources and service providers. Notwithstanding, the County has committed itself to developing an institutional structure that will alleviate identified deficiencies and promote cohesiveness.

Palm Beach County is committed to a more comprehensive planning system to meet its goal and objectives of addressing the housing and community development needs of the very low, low, and moderate income residents. Some of the efforts set forth to develop a more comprehensive planning system are documented in the following reports and studies:

- Affordable Housing Study (2006)
- Study to Identify Planning Areas for the CDBG Program (2003-2009)
- Palm Beach County's Five Year Consolidated Plan (2010-2015)

Federal and State funding administered by DES is awarded to non-profit agencies and developers via NOFA and RFP processes. Municipalities may access funding as entitlement (CDBG) or participate in the competitive NOFA/RFP process if they are eligible to do so. County Departments can also participate in a competitive process to receive funds earmarked for the areas of the unincorporated county or designated to receive funds by the Board of County Commissioners (BCC). Some funding, especially that related to homeownership is awarded directly to persons based on an application and the meeting of program and county eligibility criteria. Funds awarded to subrecipients/developer/individuals by DES are secured through agreements between the County and the selected entities.

During FY 2011-20 12, DES provided CDBG and ESG funding to twenty-two (22) non-profit agencies to provide public services assistance to the homeless, abused women and children, children in foster care, persons with special needs, seniors and families in need of housing and health care, among others. DES also worked with six (6) municipalities, three (3) County departments and one (1) Community Redevelopment Agency to undertake public facilities and infrastructure projects. Additionally, DES worked with private for-profits and non-profits, CHDOs and private developers to provide affordable housing to benefit very-low, low- and moderate-income persons and families. DES continued to coordinate with the State, other County agencies, and municipalities in efforts to provide affordable housing to County residents. The following initiatives were undertaken by the County to overcome gaps in the institutional structure and enhance coordination in the provision of community development services to

residents of the County.

#### Formation of CDBG Urban County Jurisdiction

Every three years Palm Beach County has to re-establish its CDBG jurisdiction by embarking on an urban county qualification process whereby municipalities within the county's geographic borders are solicited to participate with the county in establishing the area where CDBG and HOME funds assigned to the jurisdiction may be used. Currently, DES has Interlocal Agreements with 30 municipalities that have agreed to participate in the Urban County Qualification Program.

#### Countywide Community Revitalization Team (CCRT)

The CCRT was formed to coordinate stabilization/revitalization efforts and activities in deteriorated residential neighborhoods in unincorporated Palm Beach County. The CCRT, under the umbrella of the Office of Community Revitalization is comprised of members representing sixteen (16) County agencies/departments, including DES, four (4) State and local agencies, and five (5) local neighborhood groups. Using funds from various sources, including CDBG funds, the CCRT has initiated improvements to neighborhood roadways and drainage, water supplies, sanitary sewer service, neighborhood parks, crime reduction, and code violation correction.

#### The Homeless Coalition of Palm Beach County

The Homeless Coalition of Palm Beach County was formed in 1986, and incorporated in 1988 as a voice for the homeless in our county. The Coalition works with the community to advocate for the rights of the homeless and to raise funds and awareness for the homeless. It also serves as a catalyst for community collaboration to prevent and end homelessness. Members include homeless advocates, the business community, government, service providers, faith-based communities, people who are currently experiencing or who have experienced homelessness, academics and many other community stakeholders. During FY 2011-2012 the Homeless Advisory Board was formally aligned with the Homeless Coalition of Palm Beach County, Inc. This partnership has streamlined the resources available to the homeless community.

#### Community Housing Development Organization (CHDO)

Under the HOME Program, DES is required to allocate at least 15% of the County's annual HOME funds to CHDOs. A CHDO is a specific type of non-profit organization as defined in Section 92.2 of the HOME Regulations. Only non-profit organizations that have been certified by HOME participating jurisdictions as CHDOs can receive funding from the 15% set-aside. There are currently seven (7) certified CHDOs in Palm Beach County.

#### Emergency Shelter Grants (ESG) Program Advisory Board

In order to equitably and efficiently distribute ESG funds, Palm Beach County has established an independent Advisory Board to make funding recommendations to the Board of County Commissioners (BCC). The Advisory Board consists of nine (9) members and two (2) alternatives. Advisory Board members are nominated by the Homeless Coalition of Palm Beach County, Inc. and are appointed at large by the BCC. The Advisory Board members serve two (2) year terms.

### Economic Development CDBG Set Aside Program

During FY 2011-2012 the County set aside CDBG funds to be utilized for economic development activities. These funds were allocated to three (3) small business incubators who provided economic development services to microenterprises and small businesses. Additionally, some of the funding was used by the DES to provide direct services to businesses or to support other economic development initiatives undertaken by DES using County, State other Federal or general funds.

### Section 108 Loan Program

The County has entered into agreements with HUD to receive five loans totaling \$30.5 million under the Section 108 Loan Program. As of September 2012, \$14.32 million had been drawn down and loaned to businesses and per contract requirements some 760 jobs are projected to be created of which 357 already have been. The underwriting criteria for the program was developed and approved by the BCC in 2003 and it has undergone several revisions.

### Environmental Review Report (ERR)

During FY 2011-2012, DES coordinated with the County's Facilities, Development, and Operations Department to procure Phase 1 and Phase 2 environmental assessments for federally funded activities.

### Family Empowerment Coalition (FEC)

The FEC of which Adopt-A-Family is the lead agency, is a partnership of eleven (11) non-profit agencies. The FEC was formed to streamline the process through which needy families receive assistance. The FEC provided a central site which coordinates all the services provided by the participating non-profits. In FY 2011-2012 the FEC successfully implemented the Rapid Re-housing component of the Homeless Prevention and Rapid Re-Housing Program for the County.

### 211/Palm Beach/ Treasure Coast

211 Palm Beach/Treasure Coast is recognized as the central linkage point in the County providing individuals with the information and support they need. In Palm Beach County, 211 served as the Homeless Helpline which is available 24 hours per day, 365 days per year. The 211 assists Palm Beach County homeless individuals and families by screening for service eligibility, providing information and referrals, scheduling appointments for individuals with the Homeless Outreach Teams, completing data collection, and providing community education. The Agency also operates the county's CMIS which is, among other things, used to track homeless or at risk of homeless clients and the service which they received from provider agencies and shelters.

### Homeless and Housing Alliance

The Homeless and Housing Alliance (HHA) was created to bring all segments of the community together to address the needs of the homeless. The HHA is primarily responsible for coordinating the Palm Beach County Continuum of Care application to HUD for Supportive Housing Program funds. Under the Continuum of Care process, the HHA committee has a subcommittee, known as the Bed and Gap Committee that is responsible for updating the Annual Gaps Analysis as mandated by HUD.

### Subrecipient Orientation Workshop

DES hosts an orientation for all agencies who receive CDBG and ESG funding annually as well as agencies designated as CHDOs and receiving HOME funding during the year. The workshop is designed to inform the subrecipients of the many requirements of the federal programs. For FY 2011-2012, this workshop was held on November 30, 2011.

### Regional Meetings

The Department of Economic Sustainability conducted two (2) Regional Meetings, one in the Eastern County (April 7<sup>th</sup>); and one in the Western County (April 6<sup>th</sup>), to inform citizens, municipalities and non-profit housing and social service providers of the application process for participating in the FY 2011-2012 CDBG, HOME, and ESG Programs. Attendees were provided with technical assistance and program performance for FY 2010-2011 was reviewed. At these meetings, DES also elicited input from the community concerning housing and non-housing needs that should be considered in the preparation of the Action Plan. All public input received was detailed in the County's Action Plan for Fiscal Year 2011-2012.

### Homeless Advisory Board (HAB)

In 2007, Palm Beach County established the Homeless Advisory Board to develop a Ten Year Plan to End Homelessness, as conceived by HUD. The Board is tasked by the County to lead a collaborative planning process to design, execute, and evaluate programs, policies and practices to prevent and end homelessness in the County. The composition of the HAB ensures that the members possess the authority to implement effective change. The HAB advises the County on matters related to the issue of homelessness by gathering input from the community, reviewing homeless legislation, assisting in the implementation of the *Ten-Year Plan*, making funding recommendations to the County and recruiting private and public representatives to the membership of HAB committees. The HAB facilitated the development of the *Ten-Year Plan* which was formally adopted by the County in September 2008. With the development stage completed, the current focus is on implementation through many working committees across the HAB, the HHA and the Homeless Coalition. A major accomplishment and a cornerstone of the *Ten-Year Plan* has been the purchase and renovation of the County's first regional homeless resource center, which will serve as the front door to homeless resources and services using the Housing First model. The building's renovation has now been completed and it began operation in July 2012. The Homeless Advisory Board formally aligned with the Homeless Coalition of Palm Beach County, Inc. through a Memorandum of Agreement that was approved by the Board of County Commissioners in August 2011. This alignment and partnership will strengthen the resources available to the homeless community as well as avoid duplication of efforts

### Countywide Community Land Trust (CLT)

In an effort to address the need for affordable housing in Palm Beach County, the County established a countywide Community Land Trust of Palm Beach County (CLT of PBC) as a non-profit corporation to preserve the quality and affordability of housing for low and moderate income families. Since the establishment of the CLT of PBC, four other CLTs are now operational in the County. Three (3) of these are operated by non-profit organizations (Northwood Renaissance, Adopt-A-Family of the Palm Beaches, and Housing Partnership) and one by the City of Delray Beach. The CLT's main purpose is to obtain land and housing to make

available in perpetuity as affordable housing. During FY 2011-2012, the CLT of PBC and Neighborhood Renaissance utilized funding received from the County under its NSP2 funded Residential Redevelopment Grant Program for the purchase and rehabilitation of foreclosed residential properties. Additionally, the CLT of PBC received approximately \$5.5 million to finance the construction of 25 rental units known as Davis Landings.

#### Enterprise Zones

The Palm Beach County (Urban) Enterprise Zone (EZ) was designated by the state through the Office of Tourism Trade and Economic Development (OTTED) in 1995 and was re-designated with amended boundaries in 2005. The EZ is comprised of three noncontiguous areas, Riviera Beach-West Palm Beach, Belle Glade and South Bay which total 10 square miles. The EZ encourages economic growth and private investment in these distressed areas by offering tax advantages and incentives to businesses locating within the zone boundaries. During FY 2011-2012, the Florida Department of Economic Opportunity (formerly OTTED), approved Palm Beach County's application to amend the EZ boundaries to include an additional 3 square miles for the state designated "rural areas of critical economic concern" which included the noncontiguous areas of Belle Glade and South Bay. This allows more businesses to take advantage of the tax incentives and encourage private-sector growth. The City of Pahokee was also designated by the state as an EZ which encompasses its municipal boundary.



### III. ASSESSMENT OF ANNUAL PROGRESS

#### 4. Describe Other Actions In Action Plan Taken to:

- e. Improve public housing and resident initiatives

Public Housing Authorities operating within the Palm Beach County entitlement jurisdiction include Belle Glade Housing Authority (BGHA), Pahokee Housing Authority (PHA), Palm Beach County Housing Authority (PBCHA), and Riviera Beach Housing Authority (RBHA). The agencies received a combined total of \$29,236,701 in funding during fiscal year 2011-2012 and had unexpended resources from prior funding cycles totaling \$935,631. Through PHA and PBCHA, there were 2,311 Section 8 Housing Choice Vouchers and Family Unification Program Vouchers available. The following table provides the funding sources and amounts each agency received, unspent funds from prior fiscal cycles, total funds committed, and total funds expended.

**FY 2011-2012  
Public Housing Authorities  
Funding Sources Received**

Agency	Source	Total Funds Received	Total Funds Expended
<b>BGHA</b>			
	USDA Rental Assistance	\$406,000	\$406,000
	USDA Repair and Rehab.	\$508,326	508,326
	<b>TOTAL</b>	<b>\$914,326.00</b>	<b>\$914,326.00</b>
<b>PBCHA</b>			
	Capital Grant Fund	\$651,999	\$181,742
	Section 8 Voucher	\$21,421,188	\$21,079,137
	NSP-1 Grant Rent Collected	\$74,174	\$35,606
	FSS Coordinator	\$119,614	\$97,690
	Section 8 Admin Reserve	\$1,280,280	\$1,270,549
	Operating Fund AMP 06	\$358,596	\$358,596
	Operating Fund AMP 02	\$370,757	\$370,757
	Rent Collected AMP 06	\$517,025	\$517,025
	Rent Collected AMP 02	\$786,279	\$786,279
	DRI-3 Marshall Heights 1	\$230,792	\$230,292
	DRI-3 Marshall Heights 2	\$331,668	\$331,668
	DRI-3 Seminole/Schall Cir.	\$894,239	\$894,239
	CDBG Drexel Apartments	\$52,600	\$0
	<b>TOTAL</b>	<b>\$27,089,211.00</b>	<b>26,153,580</b>
<b>PHA</b>			
	Public Housing Operating Subsidies	\$1,477,077	\$1,477,077
	Section 8 Voucher	\$774,847	\$774,847
	Capital Fund Program 2012	\$706,738	\$0
	FSS Program	\$39,250	\$24,916
	ROSS Program	\$59,250	\$36,763

Agency	Source	Total Funds Received	Total Funds Expended
	DRI-2 McClure Village	\$1,233,164	\$114,938
	<b>TOTAL</b>	<b>\$3,057,162</b>	<b>\$2,313,603</b>
<b>RBHA</b>	No Funding Sources	\$0	\$0
	<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>
	<b>FINAL TOTAL</b>	<b>\$31,060,699</b>	<b>\$29,381,509</b>

### 1. Belle Glade Housing Authority

During FY 2011-2012, Belle Glade Housing Authority (BGHA) operated a total of 714 public housing units Okeechobee Center (400) and the Osceola Center (314), of which 684 units were occupied at the close of the fiscal cycle. The Housing Authority received funding from the U.S. Department of Agriculture's Rural Development Assistance Program to provide eligible tenants with gap rental and utility assistance financially. A sum of \$406,000 was received under the program and used to assist 201 housing units (86% of number proposed in the AP). Other sources of funding which were available to BGHA during the year included a balance of \$508,326 from an award of \$5,200,000 which was received in 2010. These funds were used to undertake hardening of doors and windows and to rehabilitate bathrooms in 310 of the Authority's housing units.

Services and initiatives that the Housing Authority provides to its tenants differ slightly from the other three housing authorities because it is not funded by HUD. BGHA focuses on involving residents in the management and operations and improving their living environment. BGHA reported to DES the following initiatives that were successfully carried out through the fiscal year:

Type of Service	Description
<b>Childcare</b>	Redlands Christian Migrant Association (RCMA) provided daycare services for up to 110 children at the Belle Glade Day Care Center, located at BGHA's Okeechobee Center. RCMA provided services including, but not limited to, education and child development skills to children from migrant farmworker families and other low-income families living in the Glades area of Palm Beach County.
<b>Resident Safety</b>	BGHA provide office space for Community Oriented Policing offices at both of its facilities. Okeechobee and Osceola Center were policed by the Palm Beach County Sheriff's Office, who works closely with management in responding to neighborhood concerns. This coordination is in effort to reduce drug activity, vandalism, and overall crime at the public housing properties.
<b>Youth Activity</b>	In conjunction with the Police Athletic League, BGHA co-sponsored football and basketball teams for the children of its tenants.
<b>Education</b>	Planned Parenthood of the Treasure Coast provided numerous programs for the youth of the Okeechobee Center.

## 2. Pahokee Housing Authority, Inc.

During the fiscal year Pahokee Housing Authority (PHA) operated 474 Public Housing Units (McClure Village 69, Padgett Island Homes 200, and Fremd Village 199). The Housing Authority received a total of \$3,057,162 during the fiscal year and expended \$2,313,603 to operate its public housing units, fund Housing Choice Vouchers, operate the ROSS and FSS Programs, demolish hurricane damaged units and rebuild eleven housing units at McClure Village. PHA received 76 Housing Choice Vouchers, of which 75 were awarded to eligible participants. The agency also carried out other development activities, and successfully provided numerous supportive services to its residents to increase homeownership opportunities and the level of residents' involvement with the management of the agency.

The Housing Authority hired a development consultant to execute its plan to develop senior housing and family units on the land formally known as L.L. Stuckey Homes. In addition, the agency began work in August 2012 to demolish and rebuild hurricane damaged units at McClure Village under their DRI-2 grant.

PHA achieved its goal to involve residents in the management of the agency by fostering their participation on various boards including the Resident Advisory Board, Tenant Association, and the Board of Commissioners. All residents were invited to various Board meetings that are usually attended by the director and resident's comments regarding policy, living environment, and/or management issues are solicited. The agency also coordinated numerous supportive services for its public housing residents and Housing Choice Voucher program participants that were aimed to encourage homeownership. To facilitate this objective, the agency implemented the following programs and initiatives:

Type of Service	Description
<b>Homeownership Opportunities</b>	<ul style="list-style-type: none"> <li data-bbox="443 1339 1414 1514">• An individual from a local lending institution and from CredAbility served on the Housing Authority's Program Coordinating Committee for its Family Self-Sufficiency and ROSS Programs. CredAbility assisted residents with credit repair &amp; readiness training, and held homebuyer workshops regarding home maintenance.</li> <li data-bbox="443 1524 1414 1619">• The Housing Authority referred its residents to the Prosperity Center for homeownership assistance, which provided homebuyer education and matching funds to residents saving money to purchase a home.</li> </ul>
<b>Supportive Services</b>	<ul style="list-style-type: none"> <li data-bbox="443 1640 1414 1768">• The Bridges Program provided family strengthening, remedial and other supportive services to residents. The services included programs that promote economic and social independence and good health. Workshops were held regarding domestic violence and child abuse.</li> </ul>

Type of Service	Description
	<ul style="list-style-type: none"> <li>• PHA provided office space for Fair Housing and Equal Opportunity staff, whom provided residents education regarding rights and responsibilities as it relates to landlord/tenant issues, and purchasing a home.</li> </ul>
<b>Job\Life Skills Training</b>	<ul style="list-style-type: none"> <li>• Workforce Alliance provided skill building, on-the-job and job readiness training to residents. The Housing Authority also hired two employees to carry out the Workforce Alliance Back to Work Program. Under the Workforce Summer Employment Program, the Housing Authority provided on the job training to six residents.</li> </ul>
	<ul style="list-style-type: none"> <li>• The Housing Authority provided training on computer skills, resume writing, interviewing techniques, job searching, and dressing for success under the ROSS Program at its computer lab. The Housing Authority reported that an unidentified number of participants successfully completed the GED program, CNA exams, and found employment.</li> </ul>
<b>Job Creation</b>	<ul style="list-style-type: none"> <li>• Approximately ten residents were hired during the fiscal year as a result of the Housing Authority’s efforts to encourage Section 3 participation among contractors hired by PHA. Those job classifications included skilled craft persons, laborers, and lawn service workers.</li> </ul>
<b>Healthcare</b>	<ul style="list-style-type: none"> <li>• The Housing Authority provided, to interested residents, education on facts about HIV/AIDS and related diseases through its alliance with the Comprehensive AIDS Program (CAP).</li> </ul>
<b>Youth Services</b>	<ul style="list-style-type: none"> <li>• Through its contract with the City of Pahokee Recreation Department, the Housing Authority provided an after school program to fifty middle school aged youths. This program offers preventive and early intervention measures to redirect children from violence and crime and FCAT preparation. PHA believes that funding constraints may jeopardize the future of this badly needed program, as there is currently a waiting list.</li> </ul>
	<ul style="list-style-type: none"> <li>• In partnership with Professional Opportunities Program for Students, Inc. (POPS), the Housing Authority provided job training and professional development to ten high school students and young adults during the fiscal year.</li> </ul>
	<ul style="list-style-type: none"> <li>• The Housing Authority collaborated with Bright Ideas Educational Foundation to provide child care services for residents so they have the opportunity to seek educational and professional development, as well as to seek job opportunities.</li> </ul>
<b>Resident Safety</b>	<ul style="list-style-type: none"> <li>• Through its collaboration with PBC Sheriff’s Office (PBSO) Community Policing Unit, the Housing Authority provided education, crime awareness, and crime prevention programs to residents.</li> </ul>

Type of Service	Description
<b>FSS Program</b>	<ul style="list-style-type: none"> <li>PHA administered its Family Self-Sufficiency (FSS) Program, which empowers participants to meet their personal and professional goals. Through the Program, graduates of the FSS Program have purchased their own homes. PHA is exploring options to implement an FSS program in Public Housing.</li> </ul>
<b>ROSS Program</b>	<ul style="list-style-type: none"> <li>Through its Resident Opportunity and Self-Sufficiency Coordinator, the Housing Authority enrolled interested residents in the ROSS Program. The Program carried out initiatives to promote residents' self-sufficiency, including becoming homeowners. ROSS also assisted senior citizens in enrolling in the Grandparent Program with Palm Beach County School Board.</li> </ul>

### 3. Palm Beach County Housing Authority

Palm Beach County Housing Authority (PBCHA) operated 495 public housing units throughout Palm Beach County, (111 single family and multi-family homes at scattered sites and 384 units at PBCHA multi-family complexes at Drexel Apartments, Dyson Circle Apartments, Marshall Heights, Schall Circle, and Seminole Circle). During the fiscal year, the PBCHA received \$27,089,211 and expended \$26,153,580. The agency received 1,968 Housing Choice Vouchers and 267 Vouchers under the Family Unification Program. In addition, the PBCHA carried out other development activities, and successfully provided numerous supportive services to its residents to promote homeownership opportunities and increase the level of residents' involvement with the management of the agency.

During the year the PBCHA received and utilized a DRI3 grant from the County to carry out hardening to housing units at several multi-family housing complexes and single family homes, including Marshal Heights, Seminole Manor, and Schall Circle. The hardening consisted of the installation of impact resistant doors and windows. The agency also published a bid for the rehabilitation of its fire alarm system, which is to be funded under the CDBG Program.

PBCHA made progress towards its goal to involve residents in the management of the agency by encouraging their participation on Resident Councils, Resident Advisory Board, Tenant Association, and Board of Commissioners. The agency also coordinated supportive services for its public housing residents and Housing Choice Voucher Program participants that were aimed to encourage homeownership. To facilitate this objective, the agency provided the following programs and initiatives:

Type of Service	Description
<b>Youth Services</b>	<ul style="list-style-type: none"> <li>The PBCHA coordinated after school programs for elementary, middle, and high school students in cooperation with Florida Atlantic University and New Beginnings.</li> </ul>

Type of Service	Description
<b>Resident Safety</b>	<ul style="list-style-type: none"> <li>• Through its collaboration with PBC Sheriff’s Office, the agency provided office space in it housing developments for PBSO's Community Policing Unit.</li> </ul>
<b>FSS Program</b>	<ul style="list-style-type: none"> <li>• The Housing Authority administered its FSS Program for Housing Choice Voucher Participants, which empowers participants to meet their personal and professional goals.</li> </ul>

#### **4. Riviera Beach Housing Authority**

Riviera Beach Housing Authority (RBHA) does not currently own an inventory of public housing units or operate a voucher program and subsequently did not receive Public Housing Operating Subsidy funds during the year. The agency focused its efforts on planning strategies to redevelop the former Ivy Green Village Site and completing rehabilitations of four single family homes purchased under the NSP-1 Grant from the County. The rehabilitation of these units has already begun.

During the year, the agency selected a co-developer and established a vision for the redevelopment of the Ivy Green site. The redevelopment will be undertaken in two phases. Phase 1 will include the development of a 50-75 unit complex to serve the Senior, Elderly, Handicapped and Disabled Residents.

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

- f. Evaluate and reduce lead-based paint hazards

Today at least 4 million households have children living in them that are being exposed to lead. Although childhood lead poisoning is considered the most preventable environmental disease among young children, an estimated 250,000 U.S. children have elevated blood-lead levels. Because lead exposure often occurs with no obvious symptoms, it frequently goes unrecognized. In order to protect young children from lead hazards posed by paint, dust and soil in residential structures, the Housing and Community Development Act of 1974 was amended to include the Residential Lead-Based Paint Hazard Reduction Act of 1992 also referred to as Title X.

The Palm Beach County Health Department's Division of Environmental Public Health continued the operation of the Childhood Lead Poisoning Prevention Program during FY 2011-2012. The Program offered free lead-poisoning screenings for children at Health Department clinics throughout the county, and also received referrals from private health care providers who detected elevated blood lead levels in their child patients.

In cases where blood lead levels were greater than 10 micrograms per deciliter, an environmental assessment of the child's household was conducted to determine the source of lead exposure. During FY 2011-2012, three (3) investigations, including household environmental assessments, were performed. As part of the assessment, the Department provided counseling and literature to the children's families, including specific recommendations to eliminate or reduce the child's accessibility and contact to lead hazards, and recommendations to alleviate the effects of lead exposure through the child's diet. As well, the Department provides affected homeowners with DES's contact information to see if the owners qualify for lead based paint remediation.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

- g. Ensure Compliance with Program and Comprehensive Planning Requirements

Palm Beach County DES has always strived to achieve compliance with the program and comprehensive planning requirements of the CDBG, ESG, and HOME programs and more recently, the same efforts have been made for the federal stimulus programs that DES now administers, including NSP and CDBG-R. The department continuously monitors its programs to ensure compliance with Federal, State, and local regulations. During FY 2011-2012 in order to ensure continued compliance, DES focused on the following areas: citizen participation, use of funds, fair housing, community development plan, Davis-Bacon, Section 3, environmental requirements, HOME provisions, and the development of policies and procedures.

#### **Citizen Participation**

DES developed a Citizen Participation Plan as required at 24 CFR 91.105 as part of the Five Year Consolidated Plan (FY 2010-2015). The purpose of the plan is to encourage citizen participation throughout the fiscal year. The Plan provides for various opportunities for citizens of Palm Beach County to comment on the Consolidated Planning Process and specifically the Action Plan. These include two regional public meetings held by DES in eastern and western Palm Beach County to discuss the CDBG, ESG, and HOME programs as well as the application process for each, and a public meeting to review and discuss the draft Action Plan.

As part of the citizen participation plan, DES posts notices of the availability of funding under each of the programs it administers either in a newspaper of general circulation and/or on the department's website. Additionally, DES will directly provide notice via mail or electronic communication to known interested agencies.

It is also a goal of the County to encourage participation of residents of public and assisted housing developments in the Consolidated Planning Process. The County provides information to housing agencies about Consolidated Plan activities related to their developments and surrounding communities so that these agencies can make this information available at annual public hearings which are required by HUD. Consequently, all Palm Beach County public housing authorities located within jurisdiction were contacted and notified of the available funds per FY 2011-2012.

In the event an amendment is to be made to the Action Plan, DES provides reasonable notice of the change as well as an opportunity for the public to comment on any proposed amendments. The criteria to determine the type of amendment required and as well as the minimum comment period, are budget changes of 50% or more or if an activity is being added, or deleted from, to the Consolidated Plan. In these instances, a 30-day public comment period is required. Under all other circumstances the required comment period is 15 days.

All activities funded under the CDBG program were included in the County's Action Plan for FY 2011-2012, or were incorporated into the Plan via an amendment or revision. All funded activities met one of the three National Objectives, and at least 70% of the funds were expended on activities benefiting low-and moderate-income persons.

For the ESG Program, Palm Beach County met the match requirements as well as the limits on the homeless preventions and administration activities. A total of \$494,540 was provided in matching funds. HUD regulations require that all ESG grant funds be expended within 24 months. Of the \$303,617.29 of ESG funds available to the County for FY 2011-2012, \$302,428.43 (99.6%) was expended. The balance of the funding will be reallocated to existing ESG subrecipients.

The County received \$2,470,504 in HOME funds during FY 2011-2012. During the year, DES subsidized the purchase of 37 single family homes through the HOME program. The required HOME match was met through the expenditure of \$432,338 in State Housing Imitative Program funding or homebuyer assistance.

For the NSP programs, the County is diligently focused on meeting the appropriate deadlines and requirements, including the 25% set-aside for very-low income beneficiaries. At this stage of implementation, Palm Beach County has obligated all of the NSP1 funding and is well on its way to expend all funds by the expenditure deadline of March 2013. As of the quarter ending September 30, 2012, the County had expended \$24,028,898 of the \$27,700,340 allocation or 97.6%. As for the requirement to utilize at least 25% of the funding to assist very-low income individuals, Palm Beach County has already surpassed the goal.

In regards to NSP2, the County had a February 2012 deadline to expend 50% of the total award of \$50,000,000. The County met that deadline and by the end of September 2012 had expended a total of \$37,671,106.

The County closed out the HPRP Program in July 2012 and has expended all of the \$2,823,871 which it was allocated. Under the program, 1,058 households consisting of 2771 individuals received comprehensive and coordinated continuum of services for homeless individuals and families.

### **Fair Housing**

The Palm Beach County Ordinance for Equal Opportunity to Housing and Places of Public Accommodation was amended in 1996 to allow for a determination of "Substantial Equivalency" to the Fair Housing Act. As a result of the amendments, the County's Office of Equal Opportunity was designated with FHAP status by HUD. On December 18, 2007, Ordinance 07-042 amended Ordinance 90-1 and amendments 95-42 and 96-23, to provide definitions and additional protected classes.

During FY 2011-2012, CDBG funds in the amount of \$159,220 were awarded to the Legal Aid Society of Palm Beach County to undertake fair housing education, outreach, advocacy, and

enforcement. The agency conducted 30 workshops and was involved in 24 foreclosure cases and 72 enforcement cases. The Palm Beach County Office of Equal Opportunity assisted 72 individuals with fair housing complaints regarding discrimination on the basis of disability, race, religion, gender, familial status and national origin.

### **Community Development Plan**

Palm Beach County adopted the FY 2-11-2012 Action Plan which identify housing, community development needs, homeless, and non-homeless special needs housing and objectives to provide decent housing, a suitable living environment, and expanding economic opportunities for persons of low and moderate income. The current Five Year Consolidated Plan covers fiscal years 2010 through 2015.

### **Davis-Bacon Act**

The Davis-Bacon Act requires that all contractors and subcontractors performing on federal contracts in excess of \$2,000 pay their laborers and mechanics not less than the prevailing wage rates and fringe benefits. DES's Capital Improvements, Real Estate, and Inspection Services section ensure that the applicable Davis-Bacon wage rates are included into all bid packages. Additionally, Davis-Bacon clauses are included in all construction-related grant agreements. DES monitors each applicable project for compliance, and final payments are not made to contractors until Davis-Bacon documentation requirements are met.

### **Section 3**

The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide job training, employment, and contract opportunities for low- or very-low income residents in connection with projects and activities in their neighborhoods. DES has incorporated the Section 3 clause into all of its construction related contracts, updated its list of Section 3 contractors and subcontractors, and hosted Section 3 training. Contractors and subcontractors are required to document their compliance, particularly as it relates to the provision of employment.

### **Environmental Requirements**

HUD-funded projects must be in compliance with 24 CFR Part 58, which establishes regulations regarding the Environmental Review Procedures for applicable. Under Part 58, Palm Beach County assumes the responsibilities that would otherwise apply to HUD under the National Environmental Policy Act), in addition to all other responsibilities the County must comply with (local, state, and federal environmental laws and authorities). All activities funded during FY 2011-2012 were subject to Environmental Processing under Part 58.

In undertaking Environmental Reviews, DES uses the tier approach outlined at 24 CFR 58.15, aggregating projects either geographically or functionally. This approach aids the environmental review and assessment process by eliminating repetitive discussions of the same issues at ensuing levels of review. The reviews are undertaken by DES staff, and when required, involve the services of environmental consultants contracted through PBC Facilities Development and Operations Department.

All activities with unspecified sites at the time of publishing a Finding of No Significant Impact (FONSI) are subject to the Countywide Environmental Monitoring Strategy for Activities with Unspecified Sites, which incorporates the various elements of an Environmental Assessment. Additionally, a Re-evaluation of Environmental Findings is prepared for such tiered activities when applicable.

FONSIs and Request for Release of Funds (RROF) were required for several of the projects funded under DES's regular programs during FY 2011-2012. They include six FONSIs under the CDBG Program and two FONSIs for NSP3.

### **Minority Outreach**

Palm Beach County requires that when federal funds are used, applicable subrecipient agreements contain a clause that stipulates that the subrecipient will make a positive effort to utilize minority/women-owned business enterprises as sources of supplies and services and will provide these enterprises maximum feasible opportunity to compete for contracts related to the agreement.

### **Affirmative Marketing**

In furtherance of the County's commitment to non-discrimination and equal opportunity in housing, and to fulfill HUD's regulation at 24 CFR 92.351 (HOME Section) and Section 3 of the Housing and Community Development Act of 1974, as amended, DES has established policies and procedures to affirmatively market housing units produced under the HOME, CDBG, and SHIP Programs.

The County's requirements for affirmative marketing are included in all applicable subrecipient agreements under the HOME Program. Through its policies, Palm Beach County ensures that housing programs are advertised through local newspapers of general circulation, through postings on DES website, and through community information meetings to attract greater participation from eligible persons regardless of race, ethnicity, gender, marital status, age, disability, religion, or national origin.

In order to carry out the policies and procedures of DES Affirmative Marketing Program, all non-profits, for-profits, municipalities and individual owner-investor subrecipients must comply.

### **Policies and Procedures Manual**

During FY 2011-2012, DES updated several of its policies and procedures to include changes to County guidelines and/or federal regulations. The County also created new policies and procedures specific to the NSP programs. The list below provides a description of the PPMs revised or prepared during the year.

**FY 2011-2012  
PPMs**

<b>PPM#</b>	<b>Subject</b>	<b>Description</b>
<b>HC-O-101</b>	Administration of Agreements for Federal Funds	To provide guidelines for the overall administration and monitoring of DES activities funded with federal funds.
<b>HC-O-104</b>	Contract Management	To describe the procedure for executing and administering contracts.
<b>HC-O-107</b>	Audit Management	To establish policies for audit reports received from subrecipients to ensure compliance with Circular A-133.
<b>HC-O-108</b>	IDIS	To establish policies for using the Integrated Disbursement and Information System for administering HUD funds.
<b>HC-O-109</b>	CAPER	To establish policies and procedures for the preparation of the Consolidated Annual Performance and Evaluation Report.
<b>HC-O-201</b>	Methodology to Identify and Establish Planning and Target Areas for the Consolidated Plan	To identify and describe areas with concentrations of racial/ethnic minorities and/or low- and moderate income persons, as well as distressed areas within the County.
<b>HC-O-205</b>	CDBG Economic Development Initiatives	Establish procedures for contract administration and monitoring of projects funded under the 10% set-aside Economic Development Program.
<b>HC-O-207</b>	Amendments/Revisions to Consolidated Plan	To establish guidelines by which the Consolidated Plan will be revised or amended.
<b>HC-O-210</b>	HPRP Policy	To establish a policy for the preparation and reporting of financial and beneficiary information to HUD.
<b>HC-O-700</b>	Residential Redevelopment Grant Program Policy	To establish a policy for implementing the RRGP and to streamline and define the roles of the DES Sections.
<b>HC-O-701</b>	Neighborhood Rental Redevelopment Loan Program Policy	To establish policies and procedures for implementation of the NRRLP.
<b>HC-P-004</b>	Waiver of Prohibited Relationship	To provide policy to request a HUD waiver to provide financial assistance to Palm Beach County employees and other covered persons.
<b>HC-O-703</b>	Neighborhood Stabilization Program	To provide policies and procedures for implementation of NSP.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **4. Describe Other Actions In Action Plan Taken to:**

##### **h. Reduce the Number of Persons Living Below the Poverty Level**

According to the American Community Survey 2006-2010, 158,521 persons (or 12.2 percent) of the county's population were below the federal poverty level. In order to reduce the number of persons currently living below the poverty level, Palm Beach County implemented a number of economic and social programs designed to improve the status of such persons. The economic programs may either contribute to the creation of new businesses, or they may aid in the expansion of existing businesses. In both cases these programs helped to retain or create jobs for low- to moderate-income persons living in Palm Beach County.

DES provided support for the long-term expansion of the local economy, enhanced the prospects for business growth, and provided additional full time employment opportunities for the residents of Palm Beach County. DES managed, implemented, and monitored the County's Strategic Economic Development Plan, coordinated economic assistance, and obtained federal and state funding. DES supervised over 50 existing incentives, contracts and programs including: Business Incubation Centers, Job Growth Incentives, Brownfields Economic Development Initiative, Belle Glade Avenue "A" Project, Pahokee Downtown Revitalization, HUD Section 108 Loan Program, Ad Valorem Tax Exemption Program, Department of Energy's Grant Program, PBC Film & Television Commission & PBC International Film Festival, Black Business Investment Corporation, the Business Development Board of PBC, and the CDBG Economic Development Set Aside program. A summary of the funded programs is outlined below.

1. Grant Incentives: Attraction Incentive Grant Program; Economic Set-Aside Program; Film and Television Incentive Grant Program; and Job Growth Incentive Grant Program;
2. Tax Incentives: Economic Development Ad Valorem Tax Exemption Program; Florida Enterprise Zone Program; and Urban Job Tax Credit Program;
3. Section 108 Loan Guarantee Programs: DES administered the Palm Beach County Section 108 Loan Programs to assist eligible business/property owners with gap financing for business development. Among the various criteria established by the County, activities will be required to create a minimum of one job per up to \$35,000 in CDBG funds of which 51% of the full-time equivalent jobs must be held by or made available to low and moderate income persons. These five year programs includes:
  - A. Section 108 Loan Program (Countywide): A total of \$13.34M was awarded by HUD in FY2008-2009 and a \$10M was approved by HUD in FY 2010-2011. A request for an additional \$1.7 million is in process with HUD.
  - B. Section 108 Loan Guarantee Program [Avenue A]: A total of \$2.6M was awarded by HUD in FY2008-2009 for the revitalization of business properties on Avenue A in downtown Belle Glade (four city blocks) which included a \$1.2M Brownfields Economic Development Grant Initiative (BEDI) grant awarded by HUD to assist the borrowers with cleanup activities and improvements.

- C. Section 108 Loan Guarantee Program [Downtown Pahokee Revitalization Project]: A total of \$2,824,000 was awarded by HUD in FY 2009-2010 for the revitalization of business properties in downtown Pahokee (twelve city blocks) which included a \$1,058,971 Brownfields Economic Development Grant Initiative (BEDI) grant awarded by HUD to assist the borrowers with cleanup activities and improvements.
4. Economic Set-Aside Program: Palm Beach County has set aside a portion of its annual CDBG entitlement for economic development activities. Funding has been awarded to subrecipients to assist in microenterprise development to create/retain the most jobs per unit of CDBG funds requested and benefit the greatest percentage of low- and moderate-income persons. Two (2) business incubators, including a high tech incubator, were awarded \$228,200 for FY2011-2012 for microenterprise development.
  5. Incubator Program: Operated by DES, this comprehensive program addresses the need to help businesses establish or expand their operations in Palm Beach County. Currently, two (2) nonprofit agencies provide incubator services: The Center for Technology, Enterprise and Development, Inc. (TED) provides services countywide including a federally funded National Women’s Business Center and the Enterprise Development Corporation of South Florida, Inc. provides services countywide and is a successful high technology incubator with companies in-house, and utilizes venture capitalists to fund young companies.
  6. Other Programs Include: The Community Challenge Planning Grant, Energy Efficiency and Conservation Block Grant Program, Avenue A Revitalization Project, Downtown Revitalization for Pahokee, and the Recovery Zone Facility Bond.

**PBC Economic Development Program  
Funding Accomplishments  
FY 2011-2012**

<b>Program</b>	<b>Sources of Funds</b>	<b>Funds Awarded</b>
Ad Valorem Tax Exemption (Conceptually approved funds pending completion of construction and application)	PBC Taxes	1,700,000
Black Business Investment Corporation (BBIC)	COUNTY	54,000
Community Challenge Planning Grant (CCPG)(3 yr. program)	HUD	1,980,504
Community Development Block Grant (CDBG) Program	HUD	100,000
Economic Development Agreement for Major Impact	COUNTY	566,621
Economic Development Set-Aside (Business Incubators - 2)	HUD	228,200
Energy Efficiency and Conservation Block Grant Project for County Project Activities (3 yr. program)	DOE	6,587,000
Film & Television Tech Prep	COUNTY	50,000
Industrial Revenue Bond/Industrial Development/Private Activity Bond	IRB	4,600,000
Intermediary Relending Program (USDA Loan Funds)	USDA	400,000

Program	Sources of Funds	Funds Awarded
Job Growth Incentive Fund	COUNTY	300,000
Marine Tech Prep	COUNTY	0
Lake Okeechobee Scenic Trail Master Plan to fast track structured eco tourism trail development and downtown revitalization initiatives in the Glades (Received approval for FY 2014/2015)	STATE	338,540
Palm Beach International Film Festival	COUNTY	0
World Trade Center Palm Beach	COUNTY	0
Section 108 Loan Program Countywide (5 yr. program)	HUD	13,340,000
Section 108 Loan Program Countywide (5 yr. program)	HUD	10,000,000
Brownfield Economic Development Initiative (BEDI) Grant award for the Avenue A Revitalization Project in Belle Glade. (5 yr. program)	HUD	1,200,000
Section 108 Loan Program award for the Avenue A Revitalization Project in Belle Glade. (5 yr. program)	HUD	2,600,000
Brownfield Economic Development Initiative (BEDI) Grant award for the Downtown Revitalization Project in Pahokee (5 yr. program)	HUD	1,058,971
Section 108 Loan Program award for the Downtown Revitalization Project in Pahokee. (5 yr. program)	HUD	2,823,924
Recovery Zone Facility Bonds	FEDERAL ARRA Allocation	0

**PBC Economic Development Program  
Program Accomplishments  
FY 2011-2012**

<b>Program</b>	<b>Accomplishments</b>	<b>Number</b>
Black Business Investment Corporation	Total Amount of Loans Approved by Banks	\$560,000
	Total Loans Approved by Banks	7
	Clients Served	279
	Jobs Created/Retained	70
Business Incubator Program	New Businesses Created	28
	Jobs Created	34.5
Development Regions Grant Program*	Jobs Created	4
Economic Set-Aside Program	Jobs Created	34.5
Energy Efficiency and Conservation Block Grant Program	Jobs Created/Retained	14
Section 108 Loan Program	Jobs Created/Retained	357
Job Growth Incentive Fund	Jobs to be Created	600
	Average Salary without benefits (Based on average wages of 251 jobs created by FY 2011-2012)	\$90,909

*\*Program no longer being funded but business is still being monitored.*

**Workforce Alliance (formerly known as The Workforce Development Board)**

The Workforce Alliance, a private, nonprofit organization operating in the County, is charged with creating and overseeing a workforce development strategy responsive to the needs and concerns of Palm Beach County, potential employers, and job seekers. The Board helps persons of low- to moderate-income, the recently unemployed, and other job-seekers, to learn new skills that will enable them to be of value to employers. The Alliance brings employers together with job applicants at job fairs and other events in order to place more people into the job market.

**The Lake Region (Glades Area) of Western Palm Beach County**

Adjacent to Lake Okeechobee, the Lake Region exhibits socioeconomic conditions that contrast greatly with the eastern portion of the County. The County is aware of the vast needs that exist in the Glades Region and has undertaken various activities to assist in meeting those needs. An outline of the activities taken is found below.

**Avenue A Revitalization Project**

To date, the County has entered into eleven agreements for five (5) businesses under this program totaling \$1,779,000 in Section 108 loans, \$775,113 in BEDI grants and \$48,000 in one (1) Energy loan to create ninety-nine FTE jobs.

Date	Borrower/Purpose	Sec. 108 Loan	BEDI Grant	Energy Loan	Other Public/Private Funding	Total Investment	Jobs Created
2/2009	Glades Gas and EC/ Renovation & Working Capital	\$199,000	\$99,258	\$0	\$295,516	\$596,774	9
3/2010	Glades Home Health/ M&E & WC	\$89,000	\$44,337	\$0	\$88,675	\$22,012	14
6/2010	Muslet Brothers/Const. Refi & WC	\$878,000	\$438,886	\$0	\$877,972	\$2,194,858	38
12/2011	Building 172 Avenue A	\$21,000	\$10,181	\$0	\$19,723	\$50,904	3
3/2012	America's Sound/Fixed Assets & WC	\$592,000	\$182,451	\$48,000	\$89,805	\$912,256	35
Total Funds Spent		<b>\$1,779,000</b>	<b>\$775,113</b>	<b>\$48,000</b>	<b>\$1,371,691</b>	<b>\$3,776,804</b>	<b>99</b>
Total Funds Remaining		<b>\$821,000</b>	<b>\$424,887</b>	<b>\$0</b>	n/a	n/a	n/a

**Pahokee Downtown Revitalization Project**

To date, the County entered into three (3) agreements for three (3) businesses under this program totaling \$252,000 in Section 108 loans and \$141,001 in BEDI grants to create 99 jobs.

Date	Borrower/Purpose	Sec. 108 Loan	BEDI Grant	Energy Loan	Other Public/Private Funding	Total Investment	Jobs Created
8/2010	Circle S Pharmacy/Acquisition Renovation and M&E	\$152,000	\$75,702	\$0	\$156,403	\$384,105	7
4/2012	Simco Inc./M&E & WC	\$100,000	\$50,000	\$0	\$100,000	\$100,000	5
2/2012	Glades Tinting/Relocation	\$0	\$15,299	\$0	\$0	\$0	0
Total Funds Spent		<b>\$252,000</b>	<b>\$141,001</b>	<b>\$0</b>	<b>\$256,403</b>	<b>\$484,105</b>	<b>99</b>
Total Funds Remaining		<b>\$2,572,000</b>	<b>\$917,970</b>	<b>\$0</b>	n/a	n/a	n/a

### **Glades Region Master Plan**

The County was awarded a 2011 Community Challenge Planning Grant totaling \$1,980,504 through HUD for the development of a Glades Region Master Plan. The plan will serve to enhance economic competitiveness, sustainable infrastructure, transportation choices, workforce training and housing in proximity to employment centers, inclusive of a planned multi-modal logistics center. Incorporating principles of livability and sustainability, the comprehensive planning process will include input and participation from affected communities, policy coordination and investment leveraging. This award is over a period of three (3) years.

### **Intermediary Relending Program Loan**

During FY 2011-2012, the County's application was approved and funds were obligated for an Intermediary Relending Program loan in the amount of \$400,000 through the U.S. Department of Agriculture Rural Development to assist rural businesses and community development projects in the rural areas of Palm Beach County. The loan will close in FY 2012-2013.

### **Programs by Community Services**

Implementation of the Health and Human Services Element of the County's Comprehensive Plan is the responsibility of the Palm Beach County Department of Community Services (DCS). The DCS services and programs aimed at reducing the number of poverty level families include the following.

- Senior Services Division and Veterans Services Office: The DCS provides accessible and high-quality services to seniors 60 and older to attain optimal independence, and to assist and counsel former and current members of the Armed Forces who reside in Palm Beach County, respectively.
- Division of Head Start and Children Services: This division of DCS provides comprehensive developmental services to low-income preschool children (birth to 5 years old) and their families. Head Start programs emphasize education, social services, medical, dental, nutritional and counseling services, and parental involvement to enable each child to develop to his/her fullest potential and grow to become productive citizens. For FY 2011-12, a total of 2296 low-income pre-school children and their families benefitted from this program in Palm Beach County.
- Family Self-Sufficiency Program: This program incorporates a comprehensive network of government and non-government agencies, working together to meet the overall needs of the clients' family. Case Management services assists low- and moderate-income family members to obtain various educational, health care, and other health and human services programs that prepare them to mainstream as self-supporting family units. The Palm Beach County's Community Action Program administered Family Self-Sufficiency Program identifies the needs of at-risk families and delivers a coordinated set of services to facilitate self-sufficiency. It involves the entire community in developing solutions and mobilizing resources. Services include housing, job training, child care, literacy, education, budget and credit counseling, employment development and emergency services such as food and clothing.

- The Financially Assisted Agency (FAA) Program: The FAA Program is within the Administrative section of the DCS and provides supplemental funding to health and human service programs administered by non-profit agencies or other local or state government agencies. The program provides County Ad-Valorem funding to health and human service programs administered by non-profit agencies or other local government agencies. During FY 2011-2012, the County awarded funds totaling \$13,022,048 to local agencies through a formal RFP process who assisted 19,344 persons.
- Farm Workers Jobs and Education Program: The DCS continued to implement the Farm Workers Jobs & Education Program which provided training and job placement to farm workers and their dependents. This population suffers chronic seasonal unemployment in Palm Beach County and participants in the program will be offered ESOL, basic/jobs skills training, career counseling, high school equivalency preparation, employability skills, job placement, and supportive assistance services. For the 2011-12, the county received \$268,486 from the U.S. Department of Labor to fund this program. The funding received benefited approximately 106 families.



### III. ASSESSMENT OF ANNUAL PROGRESS

#### 5. Leveraging Resources

##### a. Progress in obtaining other Public and Private Resources that Address Needs

For FY 2011-2012, Palm Beach County successfully partnered with the private and public sectors to jointly fund activities in the County under its NSP1, NSP2, HOME and SHIP Programs. These funding arrangements helped the County to stretch its public funds and to maximize the economic benefits gained from these programs. A summary of the amount of funds expended by Palm Beach County under the above programs and the amount of funds leveraged is shown below:

Program/ Activity	Leveraging Source	Expenditure Under Program	Leveraged Amount
NSP-1/- Sen. Lewis Center	Palm Beach County, City of West Palm Beach, MacArthur Foundation	\$7,496,000	\$1,577,197
NSP-2/Colonial Lakes	Bond financing and tax credits	\$6,846,934	\$12,703,272
NSP-2/Westgate Plaza	Bond financing and tax credits	\$6,100,000	\$7,500,000
HOME	Private-sector mortgages & public funds	\$ 913,822	\$2,145,085
SHIP*	Private-sector mortgages & public funds	\$711,675	\$867,432
TOTAL		\$22,068,431	\$24,792,986

*\*From program income earned from prior years funding*

Palm Beach County Department of Economic Sustainability also received \$241,520 in general revenues to fund implementation of State imposed unfunded mandates as well as other activities which are not eligible under the federal grants administered by the Department.

##### b. Federal Resources from HUD Leveraged by Other Public and Private Resources

As shown above, the \$21,356,756 expended under the NSP1, NSP2, and HOME programs were used to leverage \$23,925,554 in funds obtained from private and public sector funding resources. The funds leveraged were from private banks, state government, local municipalities, and non-profit foundations.

**c. Matching Requirements**

Both the HOME and the ESG Programs have matching funds requirements associated with their use. The specific of these requirements are outlined under the specific regulations governing each program. The HOME Program requires a 25% matching fund commitment to be provided on non-administrative and capacity building activities undertaken with HOME funds. The ESG Program requires at least a 100% matching fund requirement on the total amount of the grant funds expended during any particular year. During FY 2011-2012, an estimated \$926,878 in matching funds was provided to meet statutory and regulatory requirements under the programs. A summary of matching contributions provided during the year is shown below:

<b>Program</b>	<b>Type of Match Provided</b>	<b>Required Amount</b>	<b>Match Amount</b>
<b>HOME</b>	Cash Match from SHIP funds	\$432,338	\$432,338
<b>ESG</b>	In-kind and cash match from subrecipients	\$297,830	\$494,540
<b>TOTAL</b>		<b>\$730,168</b>	<b>\$926,878</b>

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **6. Citizen Comment**

DES encourages the public and interested parties to participate in the development of the Action Plan (AP), the Consolidated Annual Performance and Evaluation Report (CAPER), and any amendments to the AP by holding public meetings, publishing public notices in the newspaper and on the department's website, and disseminating information via the County's Public Affairs Department. The following summarizes each step the department took to provide the public opportunities to comment on the AP, any amendments to the AP, and the CAPER during FY 2011-2012.

On March 27, 2011 DES published a Notice of Funding Availability (NOFA) to notify the public of the availability of funding under the CDBG and ESG Programs. The NOFA was published in the Palm Beach Post, on the department's website, and distributed by electronic correspondence to interested parties and community partners DES had worked with in the past. The notice also advised of two regional meetings that were designed to inform participants of DES's planning, application, and application review process. It also invited attendees of those meetings to provide input on housing and community based needs at the meeting or later in writing.

#### **Public Meetings**

##### Regional Meetings:

Two Regional Meetings were held in central and Western County on April 7, 2011 and April 6, 2011, respectively. The meetings' purpose was to: inform the public about the CDBG, ESG and HOME Programs; explain the planning and application processes; advise of the County's prior year performance with the Programs; and solicit feedback on housing and community based needs. No public input was received regarding housing and non-housing needs at either meeting.

##### CDBG Specific Meetings:

DES held two meetings to complete the CDBG application evaluation process and funding recommendation process for FY 2011-2012. The first meeting, the CDBG Preliminary Funding Recommendation Committee, was held on May 11 & 12, 2011. At the meeting, each application was discussed and the applicants were invited to respond to staff's questions. Scores were then assigned to each application and staff made preliminary funding recommendations of the public service applications. The second meeting, the CDBG Funding Recommendation Meeting, was held on May 19, 2011 for a panel comprised of staff from DES and County Administration who reviewed the results of the CDBG Preliminary Funding Recommendation Meeting and made funding recommendations to be included in the Draft Action Plan. No public input was received at either of the meetings regarding housing and non-housing needs.

##### ESG Specific Meetings:

The department facilitated three public meetings on May 26, June 2 & 7, 2011 for the Emergency Shelter Grants Program Advisory Board. At the three meetings the Board reviewed

ESG applications for funding, interviewed the applicants, and made funding recommendations. No public input was received regarding housing and non-housing needs.

Draft AP Meeting:

On June 12, 2011, DES released a public notice in the Palm Beach Post and the Department's website that summarized the Draft Action Plan and invited public comment. The comments were to be received over a thirty day period ending July 12, 2012. It also advised of a Draft Action Plan Public Meeting, which was held on June 15, 2011, where staff presented the FY 2011-2012 Draft Action Plan to the public and asked for feedback on the plan. No comments were received at the meeting or in writing regarding the use of the program funds.

BCC Public Hearing:

The June 12, 2011 public notice also advised of the BCC Public Hearing that was held on July 19, 2011 where staff presented the Action Plan to the BCC for final approval. No public comments were received at this Hearing.

**Public Review of CAPER**

During the preparation of CAPER, DES posted the draft report on its website and announced its availability on December 5, 2012 via the Palm Beach Post. The notice provided instructions to the public about how to retrieve the document online or in person, and advised of a 15 day comment period ending on December 19, 2012. During the comment period, DES did not receive any comments.

**Amendments to the Action Plan**

In the event any change is to be made to the Action Plan, DES provides a 30 day or 15 day comment period for the public to review and comment on the proposed change. The length of the public comment period is dependent on the nature of the amendment and is outlined in the Department's Citizen Participation Plan. Announcements of amendments are published in the Palm Beach Post and to DES's website. The following chart summarizes the amendments made to the FY 2011-2012 AP, their dates, and comments received.

**Amendments to the  
FY 2011-12 Action Plan**

Number	Amendment Description	Date advertised	Date finalized	Comments Received
1	A change in scope to the Economic Development Set-Aside activity to fund the following agencies: The Center for Technology, Enterprise & Development (TED), Inc., 401 West Atlantic Avenue, Suite 09, Delray Beach - \$171,100; The Enterprise Development Corporation (EDC) of South Florida, Inc., 3701 FAU Boulevard, Suite 210, Boca Raton - \$57,100; The Business Loan Fund of the Palm Beaches, Inc., 2200 N. Florida Mango, Suite 401, West Palm Beach - \$129,600; and Palm Beach County Economic Development Office, 301 N. Olive Avenue, 10 <sup>th</sup> FL, West Palm Beach - \$317,200. Total CDBG funds proposed for the activities total \$675,000.	9/1/2011	10/1/2011	None Received
2	The Town of Mangonia Park added an activity to add a slide with a canopy at the Addie L. Greene Public Park located at 1233 53 <sup>rd</sup> Street, Mangonia Park, FL. Total CDBG funds proposed for this activity is \$7,225.	9/5/2011	10/5/2011	None Received
3	The CDBG activity for the City of Belle Glade Community Development Department to fund activity delivery costs related to CDBG housing rehabilitations and demolitions for \$145,117 was deleted and replaced with an activity to fund demolition hard costs and asbestos abatement and inspection services related to demolition for the amount of \$145,117.	9/11/2011	10/11/2011	None Received
4	The CDBG activity for the Town of Jupiter was increased in scope and funding. The Activity to install sidewalks along Hugh and Hepburn Streets in the Pine Gardens North section of the Town was expanded in scope to include the installation of sidewalks along West Whitney Drive from West Laird Drive to Center Street and along East Whitney Drive from East Laird Drive to East Apex Circle in the Eastview Manor section of the Town. This amendment will also increase the original FY 2011-2012 CDBG funding amount of \$89,669 by \$111,476.10 for a new total allocation of \$201,451.10	12/25/2011	1/25/2012	None Received

Number	Amendment Description	Date advertised	Date finalized	Comments Received
5	Additional CDBG funds were allocated to the Town of Lake Park for its FY 2011-12 irrigation installation and sod replacement activity. The Town requested an increase of \$7,594, bringing its current allocation of \$44,606 to \$52,200.	12/30/2011	1/30/2012	None Received
6	There was no sixth amendment	-	-	-
7	This amendment deleted: HOME CHDO Operating Expense Activity for \$123,525; HOME Lease w/option to Purchase activity for \$304,354; and, HOME Individual Development Investment Accounts for \$75,000. It also decreased the HOME funds for the First Time Homebuyer Activity by \$393, 571, and added the HOME Rental Housing Development Activity for \$1,459,308.	3/23/2012	4/23/2012	None Received
8	This amendment deleted the CDBG Faith Hope Love and Charity activity for \$22,400 and the ESG Faith Hope Love and Charity activity for \$25,000. Funding for the following activities were increased: the FoundCare CDBG activity for \$22,400; The Lord's Place ESG Family Shelter Activity for \$2,500; The Lords Place ESG Men's Recovery Shelter Activity for \$2,500; the Aid to Victims of Domestic Abuse ESG activity for \$5,000; The Salvation Army ESG Activity for \$5,000; and, the Young Women's Christian Association of PBC ESG Activity for \$5,000. An activity was added to fund The Urban League of PBC ESG Activity for \$5,000.Total funds reallocated was \$47,400.	4/14/2012	5/14/2012	None Received
9	The CDBG PBC Water Utilities activity was increased in funding by \$30,000 for the replacement of pumps and control mechanisms on a potable water storage tank located at 125 NW 8 <sup>th</sup> Avenue, South Bay, FL 33493.	7/8/2012	8/8/2012	None Received
10	The CDBG DES Demolition and Clearance Program Activity will be increased in funding by \$10,000 to complete the demolition of property located at 194 E Main Street, Pahokee, FL 33476.	8/15/2012	9/15/2012	None Received
11	The 11 <sup>th</sup> Amendment decreases ESG funding to the Program Administration Activity by \$7,057 and increases funding to the ESG Rapid Re-housing Activity by \$7,057.	10/26/12	11/26/12	None Received

### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **7. Self Evaluation**

Palm Beach County has endeavored to achieve the proposed targeted goals and objectives outlined in the FY 2011-2012 Action Plan (AP). Both Federal and non-Federal funds were utilized to address a varied array of activities and fulfill identified housing, economic development, public service, homelessness, and neighborhood improvement objectives. These activities continue to make a positive impact and have provided services that might otherwise have gone unmet; however, the needs are still significantly greater than the resources available.

DES continues to promote both governmental and non-governmental partnerships and is actively seeking additional funding strategies to leverage current resources and address issues as identified in the County's Five Year Plan.

The County's efforts in public policy, citizen participation, intergovernmental coordination, and public and private partnerships continue to be effective and committed. DES strives to ensure that organizations are successful in the implementation of projects and programs and provides workshops, orientations and monitoring throughout the year to recipients of CDBG, ESG, and HOME funding. In addition, technical assistance is made available to all program participants as needed. DES is in compliance with the Citizen Participation Plan, which includes the procedures and policies the County uses to encourage citizen participation via public meetings and ESG Advisory Board meetings.

#### **Housing Accomplishments**

During FY 2011-12, a total of \$25,217,304 was allocated for the provision of affordable housing and transitional shelter for the homeless in Palm Beach County. Proposed housing objectives for implementation encompassed rental, homeownership, and homeless activities (transitional housing). Funding was provided from the following sources: HOME, CDBG, NSP, SHIP, and ESG Programs.

Housing activities to produce rental or homeownership units consisted of acquisition only, acquisition with rehabilitation, new construction, and rehabilitation. Proposed activities for rental units included new construction, rehabilitation, and the provision of public housing/direct rental assistance for units. Funding to address the operation of shelters for the homeless was also provided. It was projected that a total of 119 households would be provided with homeownership or rental assistance and that 1,130 homeless persons would be provided transitional housing assistance. During the year the county accomplished the following: expended \$21,092,406 of the available resources to provide 219 affordable housing units and assistance to 1,085 homeless persons in transitional housing. Details are outlined on the table below.

In order to promote the availability/accessibility of housing, the Action Plan proposed the provision of 5 units as well as the provision of transitional housing to 1,130 homeless persons. By the end of the year 5 housing units were provided and the number of persons assisted with

housing (1,085) fell slightly short of the targeted objective, at 96% of the goal.

In order to promote affordability of housing, the FY 2011-2012 Action Plan proposed the expenditure of \$24,212,579 to provide assistance to 119 owner households and/or ownership units. At the end of the period the number of units assisted (199) exceeded the projected amount by 40 % (80 units) and the actual expenditure was less than anticipated, totaling \$20,111,869.

To promote sustainability of housing, the FY 2011-12 Action Plan proposed the rehabilitation of 12 units and earmarked \$300,000 for this purpose. The final turn-out was 15 units from total expenditure of \$517,398.

Activity	# Provided/Assisted		Funding	
	11-12 AP Target	11-12 Actual	11-12 AP Target	11-12 Actual
<b>Availability/Accessibility for the purpose of providing decent housing:</b>				
SHIP Barrier-Free Rehabilitation Housing Program	5	5	\$317,249	\$94,925
<b>Subtotal Availability/Accessibility- (units)</b>	<b>5 units</b>	<b>5 units</b>		
Adopt-A-Family (CDBG)	122	104	\$48,622	\$48,622
Aid to Victims of Domestic Violence (CDBG)	32	30	\$42,458	\$41,468
Children's Home Society (CDBG & ESG)	201	237	\$80,608	\$64,914
Children's Place at Home Safe (CDBG & ESG)	180	207	\$76,746	\$75,435
Jesus and You Ministries (CDBG & ESG)	248	222	\$32,400	\$31,413.19
Place of Hope (CDBG)	44	125	\$31,844	\$31,844
Salvation Army (CDBG & ESG)	275	137	\$49,798.29	\$49,518.29
Vita Nova (CDBG)	28	23	\$25,000	\$25,000
<b>Sub-Total Availability/Accessibility (persons)</b>	<b>1,130</b>	<b>1,085</b>	<b>\$704,725.29</b>	<b>\$463,139.48</b>
<b>Affordability for the purpose of providing decent housing:</b>				
HOME 1 <sup>st</sup> and/or 2 <sup>nd</sup> Mortgage Program	13	37	\$1,350,000	\$1,956,505
SHIP Purchase Assistance Program	0	16	\$0	\$1,095,013
SHIP 1 <sup>st</sup> Mortgage Loan Program	N/A	23	N/A	\$353,688
NSP1 1 <sup>st</sup> and 2 <sup>nd</sup> Mortgage/ S/F & M/F Acquisition and Rehabilitation	0	17	\$0	\$2,421,120
NSP2 1 <sup>st</sup> and 2 <sup>nd</sup> Mortgage/ S/F & M/F Acquisition and Rehabilitation	61	105	\$12,724,825	\$14,180,178
NSP3 1 <sup>st</sup> and 2 <sup>nd</sup> Mortgage/ S/F & M/F Acquisition and Rehabilitation	45	1	\$10,137,754	\$105,365
<b>Sub-Total- Affordability (units)</b>	<b>119 units</b>	<b>199 units</b>	<b>\$24,212,579</b>	<b>\$20,111,869</b>
<b>Sustainability for the purpose of providing decent housing:</b>				
CDBG Housing Rehabilitation	12	15	\$300,000	\$517,398
<b>Sub-Total- Sustainability- (units)</b>	<b>12 units</b>	<b>15 Units</b>	<b>\$300,000</b>	<b>\$517,398</b>
<b>Grand Total</b>	<b>136 units</b> <b>1,035 persons</b>	<b>219 units</b> <b>1,085 persons</b>	<b>\$25,217,304</b>	<b>\$21,092,406</b>

### Analysis of Other Accomplishments

The table below summarizes the accomplishments of Palm Beach County in achieving the targets set forth in the FY 2011-2012 Action Plan for homelessness, public services, public facilities and improvements and economic development.

Activities	2011-2012 Goals/Actual		2011-2012 CPD Funding	
	AP Goals	Actual	AP Award	Expended
<b>Homeless &amp; Homeless Prevention</b>	2,875	3,357	\$650,045	\$619,563
• CDBG	736	618	\$356,910	\$338,484
• ESG	2,139	2,265	\$288,726.29	287,537.43
• HPRP	N/A	374	\$2,741,312	\$2,741,312
<b>Other CDBG Public Service</b>	2,022	2,132	\$401,394	\$387,931
<b>Public Facilities and Infrastructure</b>	10	7	\$2,118,833	\$2,642,602
<b>Economic Development</b>	485 FTE	391.5 FTE	\$15,129,000	\$545,400
• Section 108	485 FTE	357 FTE	\$14,454,000	N/A
• CDBG Set-Aside	0 FTE	34.5 FTE	\$675,000	\$545,400

### Homelessness Accomplishments

The Palm Beach County Action Plan (AP) for FY 2011-2012 projected that 2,875 homeless persons and persons at risk of becoming homeless would be assisted through funding provided under the CDBG and ESG Programs. The actual number served was 3,357 (16% in excess of the targeted figure). The number of persons served was realized from the awarding of \$650,045 in CDBG and ESG funds to 11 homeless programs undertaken by 10 agencies. In addition to the CDBG and ESG Programs, many individuals who would normally be served under the CDBG and ESG programs were provided assistance under the Homeless Prevention and Rapid Re-housing Program (HPRP).

The HPRP Program provided assistance to 374 persons with a budget of \$2,741,312. Benefits included financial/rental assistance, security and utility deposits and case management.

### CDBG Public Service Accomplishments

For FY 2011-2012, seven (7) agencies were awarded funding in the amount of \$401,394 to undertake non-homeless related public service activities, which was projected to benefit 2,022 persons. At fiscal year's end, total funding expended by the agencies was \$387,931 and 2,132 persons received benefits, 110 more than originally projected.

### Public Facilities Improvements

CDBG funding in the amount of \$2,118,833 was allocated for FY 2011-2012 to complete ten (10) public facilities and infrastructure improvement activities during the year. Due to construction impediments, implementation was delayed and as a result seven (7) projects were completed at a cost of \$2,642,602. Often activities of this nature are typically not completed during the year in which they were funded. The remaining unfinished projects are ongoing and accomplishments

will carry over to the next fiscal year report.

### **Economic Development**

The CDBG Set-aside Program and the Community Development Business Loan Program (Section 108), the two primary economic development programs implemented by DES, were projected to create 485 full-time equivalent jobs from the \$15,129,000 which was awarded. By year end, 391.5 full-time equivalent jobs were created with the majority being created under the Section 108 Loan Program.

### **Barriers Encountered During the Year Which Negatively Impacted Efforts to Realize the Targets and Fulfilling of the Strategy**

The most significant occurrence during the year which negatively impacted the County's efforts to realize its goals and to fulfill its strategy was the intensification of the economic recession. This has caused massive job losses and home foreclosures, among other things, thereby increasing the number of persons seeking assistance under our program. The crisis also caused each person assisted to consume more of the county's budgeted resources than previously required and given the scarcity of these resources it was almost impossible to address all of the demand for assistance. The county met all of the requirements mandated by HUD in the implementation of its programs, specifically, the 1.5 expenditure rate requirement, the 20% CDBG administration cap, and the 15% CDBG cap on public service activities. The County also utilized funding made available under the NSP1 and NSP2 programs and the HPRP Program to augment the resources identified under the Action Plan.



### **III. ASSESSMENT OF ANNUAL PROGRESS**

#### **8. Monitoring**

##### **a. Description of How and the Frequency Activities are Monitored**

The Department of Economic Sustainability (DES) implements subrecipient monitoring standards and other appropriate procedures through the Policy and Procedure Memorandum (PPM) Number HC-0-101. Adhering to this PPM ensures that all federally funded programs administered by DES comply with not only HUD's regulations but also all applicable State and County requirements. A summary of those policies and procedures are described below.

In general, the section managers are responsible for the monitoring of agreements their section administers. The Strategic Planning Section is responsible for monitoring all Community Development Block Grant (CDBG) funded activities related to public services and purchases of equipment; all Emergency Shelter Grant (ESG) activities; and all non-construction related CDBG-R funded activities. The Business and Housing Investments Section is responsible for the monitoring of all entities funded under the HOME Program, such as the Community Housing Development Organizations (CHDOs), recipients of competitive HOME rental funding, and individuals funded under the HOME 2<sup>nd</sup> Mortgage Program; the NSP1 and NSP2 1<sup>st</sup> and 2<sup>nd</sup> Mortgage Program; and the State of Florida funded SHIP Program. The Capital Improvement and Real Estate and Inspection Services Section (CIREIS) is responsible for the monitoring of construction, land acquisition, real property acquisition, installation, and demolition activities funded under the CDBG and Disaster Recovery Initiative (DRI) Programs; Housing Acquisition and Rehabilitation activities funded under the NSP1 and NSP2 Programs and construction activities undertaken under the CDBG-R Program.

Below is a brief summary of the monitoring procedure utilized by the responsible section to monitor the programs under their purview:

##### **CDBG Public Services And ESG Activities**

These activities are subject to an onsite monitoring at least once per year to review administrative, programmatic and fiscal integrity. The Strategic Planning Section as well as the Financial Administration and Loan Servicing Section (FALS) is responsible for conducting the onsite monitoring of each agency that undertakes public service activities. This monitoring is conducted using monitoring instruments which are developed specifically for the purpose and which seek to duplicate the items outlined in the HUD CDBG and ESGP Monitoring Handbook. This strategy ensures that the County's subrecipients will meet HUD's requirements. Currently, all CDBG and ESGP subrecipients are monitored. Subrecipients are advised, in writing of the outcome of the site monitoring visit.

Monthly assessments of all subrecipients are also carried out through evaluation and examination of monthly reports which are required per the subrecipient agreements and through information gleaned when processing invoices for reimbursement. If irregularities are observed as a result of the desk monitoring, this may trigger a more in-depth site visit and monitoring or assistance to the subrecipient to address the concern/irregularity.

### **CDBG-R Activities**

The Strategic Planning Section in conjunction with the Financial Administration and Loan Servicing Section is responsible for monitoring the public service and economic development activities funded under the CDBG-R Program. The subrecipients are monitored monthly via a desk audit and at least once per year by an on-site audit. The scope of the monitoring is to determine if the funded activities are being implemented in conformance with the program and contractual requirements and to verify job creation. Assessment of the activities is also carried out by the examination of various reports completed by the subrecipient. Each agency is advised in writing of the results of the DES conducted monitoring.

Monitoring of the construction related activities funded under this program is the responsibility of the CIREIS Section. Monitoring to verify job creation is done quarterly and all others aspect of the monitoring follows the process described below under Construction Related Activities.

### **CDBG Construction-Related Activities**

The Capital Improvement Real Estate and Inspection Services (CIREIS) staff is responsible for monitoring agencies for procurement procedures, Section 3, and compliance with all labor regulations. Specifically, Section 3 and Davis Bacon compliance is monitored on an on-going basis. CIREIS staff observes construction activities as to their general nature and progress; however, the project consultant monitors projects to ensure that the work is performed to all specifications. FALS staff is responsible for monitoring agency record-keeping and fiscal management. This is done every three (3) years for municipalities and during the term of the agreement for all other agencies. The CIREIS staff is also responsible to ensure compliance with all Uniform Relocation Act (URA) requirements, asbestos and lead-based paint requirements.

The CIREIS Section maintains a list of public facilities which are constructed/rehabilitated/expanded with CDBG funds and therefore are subject to a use restriction period. Monitoring which is required to ensure that the HUD required use restriction period is met is ensured through encumbrances on title to the assisted properties conducted by the Strategic Planning Section.

### **CDBG Economic Development Activities**

The job requirements for all activities funded as well as the monitoring of equipment purchases are the responsibility of the Strategic Planning Section. Funded businesses are monitored annually for job creation and equipment maintenance. Upon reimbursing an assisted business for equipment purchases, DES immediately files a UCC lien on each piece of equipment to ensure that it is not sold without the county's knowledge or consent. Jobs created are expected to be maintained for a period of at least three (3) years and at least 51% of all jobs created under the activity must be occupied by low and moderate income individuals.

### **NSP1, NSP2, NSP3 Activities**

Palm Beach County is undertaking the following activities under the three NSP grants: Financial Mechanisms (1<sup>st</sup> and 2<sup>nd</sup> Mortgages) administered directly by DES; Acquisition and Rehabilitation administered by non-profits, municipalities and CRA; and Redevelopment, administered by private developers, one non-profit and by Palm Beach County.

The financial mechanism (1<sup>st</sup> and 2<sup>nd</sup> Mortgages) activity is administered by DES's Business and Housing Investment Section. Income eligible home buyers are provided with mortgages to purchase homes in predetermined areas of greatest needs. The home has to meet ownership and affordability requirement for a specific period of time and monitoring of this requirement is done through the placing of deed restrictions on the property.

The DES Monitoring Handbook for the NSP program requires that subrecipients under the acquisition and rehabilitation program be monitored annually and that a risk analysis may be used to select the subrecipients to be monitored. The monitoring team would be led by the Strategic Planning Section but would be accompanied by members of FALS and CIREIS. The enforcement of the affordability period on properties purchased will be enforced via deed restrictions.

The projects undertaken under the redevelopment category predominantly involve construction of multi-family rental housing units. Construction monitoring (including Davis-Bacon, Section 3) is on-going and is undertaken frequently but on a random basis by the CIREIS Section. Once construction is completed and the units leased, Strategic Planning will organize an on-site monitoring of each project to include national objective, NSP rental project requirements, construction, financial requirements, among others. This monitoring will be done upon project completion however, annual follow-up monitoring done either on site or remotely will be undertaken to assess tenant eligibility.

#### **Homeless Prevention and Rapid Re-Housing Program (HPRP) Activities**

The County's Community Services Department played the lead role in administering the Homeless Prevention and Rapid Re-Housing (HPRP) funds. All sub grantees and the Community Services Department are required to submit monthly reports confirming the number of persons assisted, amount of funds expended, type of service offered and any problems that have been encountered in implementing the program. During the first year of the program, the Community Services Department monitored the sub grantees within the first three months of implementation of the program and at the end of the program's first year. Thereafter, the Community Services Department conducts annual site visit monitoring of the sub-grantees concentrating on the review of client files to ensure client eligibility for assistance under the program as well as the fiscal operation of the sub-grantee to ensure proper use of the HPRP funds. DES will monitor the Department of Community Services to ensure that all HPRP activities comply with all regulations and to accurately track expenses.

#### **HOME Program First Time Homebuyer Program**

The regulations governing this program place affordability and residency restrictions on the acquired property. Typically, the property is required to remain affordable for a specified number of years and should be the primary residence of the beneficiary. DES imposes these conditions via two strategies, first, a deed restriction is placed on the property to prevent the transfer of ownership without the knowledge of the County and to ensure that property will remain affordable for the affordability period, and second, a residency certification is conducted annually by DES (BHI Section) to ensure continued owner occupancy.

### **HOME CHDOs**

Funds are awarded to Community Housing Development Organizations (CHDO) to be used to develop, sponsor, or own affordable housing. These units must be made available to low-and moderate income households. On an annual basis CHDOs that receive such funding are monitored by BHI staff for contractual and regulatory compliance.

### **HOME Assisted Multi-Family Rental**

All HOME assisted rental units must qualify as affordable housing and be occupied solely by households who qualify as low-and moderate income at time of initial occupancy. To ensure compliance, the owner of the housing units is responsible for conducting annual income certifications of tenants. The owner of the housing units then forwards a letter to DES certifying that all occupants are of low and moderate income.

### **Disaster Recovery Initiative Programs (DRI)**

Palm Beach County Strategic Planning Section has developed specific monitoring policies and monitoring tools to be used to undertake monitoring of the activities funded under the DRI Program. Activities funded under these programs fall into two broad categories, namely, construction/improvements to housing, and construction/improvements to public facilities and infrastructure.

Agencies undertaking CDBG public service activities, ESG activities, CDBG-R activities, DRI activities and HOME CHDOs are generally advised in writing of the results of the on-site monitoring visit. If there are findings or concerns the letter will include recommendations to address the noted concerns or findings. Typically, agencies have two (2) weeks from the date of the monitoring letter to respond to any concerns or findings. DES will assess the actions proposed by the subrecipient to address the finding and either approve of the action (in which case the finding/concern is cleared) or reject the action (in which case the finding /concern remains). In the event of the latter, the subrecipient will be given more time and provided with technical assistance aimed at addressing the finding/concern. Ultimately, if a finding remain unresolved, the subrecipient may be required to repay the grant funds to the County and/or may be disqualified from receiving future funding.

#### **b. Status of Grant Programs Monitored**

During FY 2011-2012, DES conducted annual monitoring of 45 subrecipients receiving funding under the following grant programs: CDBG Program (specifically, public service and economic development)-23, ESGP- 13, DRI- 8, and CDBG-R (non-construction related activities)- 1.

DES's monitoring checklists used to monitor subrecipients are based on the same checklists that HUD uses when monitoring DES. Given the favorable outcome of the subrecipients monitoring during the year, it appears that the grant programs monitored are in compliance with the regulatory requirements governing those programs.

## IV. PROGRAM NARRATIVES

### Community Development Block Grant (CDBG)

#### 1. Assessment of Relationship of CDBG Funds to Goals and Objectives

##### a. Assessment of Use of CDBG Funds

The Five-Year Consolidated Plan outlines the Priority Non-Housing Community Development Needs of the jurisdiction and identifies needs and objectives to be undertaken during the five year planning period. These needs and objectives serve as a guide to assist Palm Beach County in the distribution of CDBG funds. The table below provides a summary of the activities by CD objective that were completed during FY 2011-2012 and the Priority Needs addressed under the Consolidated Plan.

#### Palm Beach County's Priority Non-Housing CDBG Needs by Category

CD Objective Number, per Five-Year Plan	Priority Need, per Five-Year Plan	Priority Assignment, per Five-Year Plan	Number of Activities Accomplished, FY 2011-2012
<i>Public Facilities</i>			
<b>7.1b</b>	<b>Handicapped Centers</b>	M	1
<b>7.1h</b>	<b>Neighborhood/multipurpose Facilities</b>	H	2
<b>7.1d</b>	<b>Homeless Facilities</b>	H	1
<b>7.1e</b>	<b>Youth Centers</b>	H	1
<i>Public Improvements/Infrastructure</i>			
<b>6.1a</b>	<b>Water/Sewer Improvements</b>	H	1
<b>6.1b</b>	<b>Street Improvements</b>	H	1
<i>Public Services</i>			
<b>8.1b</b>	<b>Services for the Disabled</b>	H	3
<b>8.1c</b>	<b>Youth Services</b>	H	2
<b>8.1d</b>	<b>Child Care Services</b>	H	1
<b>8.1g</b>	<b>Health Services</b>	M	2
<b>8.1i</b>	<b>Domestic Violence Services</b>	M	1
<b>8.1j</b>	<b>Abused/Neglected Children Services</b>	H	2
<b>8.1l</b>	<b>Homeless Services</b>	H	5
<b>8.1k</b>	<b>Housing Related Services</b>	H	2
<i>Economic Development</i>			
<b>5.1c.1</b>	<b>ED Assistance to For-Profits</b>	<b>H</b>	2

**b. Progress made toward meeting goals for providing affordable housing using CDBG funds**

To further the County’s Housing Objective including the elimination of unsafe residential structures, DES administers two CDBG funded programs under the Countywide Rehabilitation Program whose objective is to conserve and/or upgrade the existing housing stock, especially housing available to low and moderate-income households. Full rehabilitation of sub-standard owner-occupied, single-family properties of up to four units is undertaken. The County also operates a Demolition Program whereby dilapidated residential and commercial structures are demolished.

The Table below reflects the number of households receiving benefits under each program:

<b>Program</b>	<b># Assisted</b>	<b>Expended</b>
Countywide Rehabilitation Program	15	\$517,398
Demolition	10	\$237,616
<b>Total</b>	<b>25</b>	<b>\$755,014</b>

**c. Use of CDBG Funds for Activities Benefiting Extremely Low-Income, Low-Income, and Moderate-Income Persons**

During FY 2011-2012, seven (7) public facilities and infrastructure improvement activities were completed using CDBG and/or CDBG-R funds. A total of 7,492 persons benefitted from these activities of which 4,743 were determined to be of low and moderate income. Available financial information indicates that \$2,642,602 was expended on these activities.

**Public Facilities and Capital Improvements  
Completed Projects from 10/1/11 to 9/30/12**

<b>Project</b>	<b>Budget</b>	<b>Expended</b>	<b># of Beneficiaries</b>	<b>Objectives</b>
<b>PBC Water Utilities: Canal Point Water Main Extension (CDBG and CDBG-R)</b>	\$743,372	\$731,299	550	Replacement of water mains
<b>Seagull Industries for the Disabled: Expansion of facility</b>	\$150,000	\$109,817	115	Rehabilitation of rooms for facility
<b>City of Riviera Beach: W. 35<sup>th</sup> Street</b>	\$266,901	\$266,901	172	Improvements to right of way
<b>City of Greenacres: Neighborhood Center</b>	\$79,294	\$77,839	3,495	Rehabilitation of community center
<b>West Jupiter Community Group: Tutorial Center</b>	\$380,489	\$380,461	100	Expansion of tutorial center
<b>Town of Mangonia Park: Community Center</b>	\$81,107	\$51,435	1,294	Conversion of fire station into community center
<b>PBC Facilities: Senator Phillip D. Lewis Center</b>	\$1,022,866	\$1,024,850	1,766	Creation of a homeless resource center for Palm Beach County
<b>TOTAL</b>	<b>\$2,642,922</b>	<b>\$2,642,602</b>	<b>7,492</b>	

During FY 2011-2012, CDBG funds were awarded to nineteen (19) non-profit organizations to undertake public service activities. The total amount of funds which were available to undertake these activities was \$879,677. The total amount expended as of September 30, 2012 was \$869,605. A total of 3,200 individuals benefited from these activities, all of whom were low and moderate income persons. A summary of the public service activities undertaken during the year is shown on the following table.

**Public Services FY 2011-2012:  
Activities, Amount Awarded and Expended  
Completed Projects from 10/1/11 to 9/30/12**

Agency	Activity	Goal	Number Served	Awarded Amount	Expended Amount
<b>Adopt-A-Family</b>	Provision of financial assistance to homeless families	122 individuals	104 individuals	\$48,622	\$48,622
<b>Aid to Victims of Domestic Abuse</b>	Operating costs in support of a transitional housing facility for abused women and children	32 individuals	30 individuals	\$42,458	\$41,468
<b>Children's Case Management</b>	Provision of case management and respite care associated with the Kin Support Project	140 individuals	133 individuals	\$15,084	\$15,084
<b>Children's Home Society</b>	Provision of case management to pregnant teens and teen mothers at Transitions Home	15 individuals	14 individuals	\$59,204	\$43,510
<b>Children's Place at Home Safe</b>	Salaries, benefits and expenses for the provision of emergency shelters for boys and girls	90 individuals	92 individuals	\$51,746	\$50,435
<b>Coalition for Independent Living Options</b>	Provision of emergency meals, utility payments and life skill classes through the DINE Project	80 individuals	116 individuals	\$32,682	\$32,682
<b>FoundCare</b>	Provision of primary medical care to un-insured persons	700 individuals	701 individuals	\$72,839	\$72,839
<b>Jesus and You Outreach Ministries</b>	Emergency shelter and transitional housing facility for homeless men	124 individuals	98 individuals	\$20,400	\$20,400
<b>Legal Aid Society of Palm Beach County</b>	Operational costs associated with the Fair Housing Project	106 individuals	106 individuals	\$159,220	\$159,220
<b>The Lord's Place (Café Joshua)</b>	Operational costs for job training programs for homeless persons	81 individuals	52 Individuals	\$53,625	\$53,625

Agency	Activity	Goal	Number Served	Awarded Amount	Expended Amount
<b>Place of Hope</b>	Case management for abused/neglected children in foster care	44 individuals	125 individuals	\$31,844	\$31,844
<b>Redlands Christian Migrant Association</b>	Child care/development services for farmworker families	110 individuals	89 Individuals	\$26,694	\$23,546
<b>Salvation Army</b>	Case management, utilities and operations at Center of Hope transitional housing facility	180 individuals	137 individuals	\$14,011	\$13,731
<b>Seagull Industries for the Disabled</b>	Provision of vocational training for developmentally challenged adults	150 Individuals	130 Individuals	\$60,336	\$60,336
<b>Sickle Cell Foundation of Palm Beach County</b>	Case management and counseling for persons with sickle cell disease/trait in Western PBC	144 individuals	144 individuals	\$39,375	\$39,375
<b>The Arc of Palm Beach County</b>	Case management and employment training to developmentally disabled persons	150 individuals	147 individuals	\$60,755	\$60,021
<b>Urban League of Palm Beach County</b>	Operational costs for the Comprehensive Housing Counseling Program	712 individuals	832 individuals	\$42,930	\$42,930
<b>Vita Nova</b>	Transitional housing for young adults who have aged out of foster care	28 individuals	23 individuals	\$25,000	\$25,000
<b>West Jupiter Community Group</b>	Salaries, supplies and expenses related to after-school education activities	110 individuals	127 individuals	\$45,252	\$34,937
<b>Total</b>		<b>3,118 individuals</b>	<b>3,200 individuals</b>	<b>\$879,677</b>	<b>\$869,605</b>

### 3. Changes in Program Objectives

No changes in the CDBG objectives occurred during FY 2011-2012.

### 4. Assessment of Efforts in Carrying Out Planned Actions

At the beginning of FY 2011-2012, DES had available \$15,151,883 in CDBG funds to distribute among participating jurisdictions, County Departments, and public and non-profit agencies. By the end of FY 2011-2012, DES had expended \$6,183,552 or 40.8% of the available funds. Funds were expended on activities related to public services, public facilities and infrastructure, countywide housing, and economic development activities.

In order to comply with submission requirements by HUD and State agencies, applicants for funding are required to provide documentation that the activity for which funding is being sought is consistent with the Jurisdiction's Five Year Consolidated Plan. All certification requests which are submitted to DES are reviewed for consistency with the Palm Beach County Consolidated Plan (FY 2010-2015). During FY 2011-2012, two (2) agencies requested and obtained certifications of consistency from DES for the projects illustrated below:

Agency	Project	Funding Program
Pahokee Housing Authority	FSS Coordinator	Housing Choice Voucher Family Self-Sufficiency
Pahokee Housing Authority	Annual Plan	Public Housing and Section 8
Palm Beach County Housing Authority	FSS Coordinator	Housing Choice Voucher Family Self-Sufficiency
Palm Beach County Housing Authority	FY 2012 Public Housing Family Self-Sufficiency	FY 2012 Public Housing Family Self-Sufficiency

### 4. Funds Used for Activities Meeting National Objectives

All activities provided with CDBG funds were included in the County's Action Plan for FY 2011-2012, or were incorporated into the Plan via an amendment. All funded activities met one of the three National Objectives, and approximately 91.8% of applicable funds were expended on activities benefiting low- and moderate-income persons.

### 5. Anti-Displacement and Relocation Strategy for Activities involving Acquisition, Rehabilitation or Demolition of Occupied Real Property

Under the Five Year Consolidated Plan, Palm Beach County, in compliance with 24 CFR 570.606 and 24 CFR 92.353, takes all reasonable steps to minimize the displacement of persons as a result of CDBG or HOME assisted activities.

Palm Beach County has a BCC approved Residential Anti-displacement and Relocation Assistance Plan. The Plan takes steps to minimize the displacement of families and individuals,

and businesses, provides relocation assistance for displaced persons and provides for a one for one replacement of lower income dwelling units.

Under the Anti-displacement Plan, proposed projects and activities are carefully reviewed and analyzed to determine if other project alternatives are available which may prevent the displacement of households, businesses, farms or non-profits. Applicants to the CDBG Program are advised at the time of applying to the program, of the requirements under the Uniform Relocation Act. Should a proposed project cause displacement of residents or businesses, the applicant needs to provide a Relocation Plan to the County which meets all of the requirements of 24 CFR 570.60, as amended. The Plan must be certified by a consultant, who is certified by HUD or an agency of HUD meeting all of the legal requirements.

#### **6. Description of Low/Mod Limited Clientele Activities (Not Presumed)**

Activities funded under Public Services may benefit clients who are low/moderate income or who are presumed (by HUD) to be of low and moderate income means. In the case of the former, the clients who are not presumed must be income certified using the latest income limits chart issued by HUD. At least 51% of the clients served must be proven to be of low and moderate income. This requirement is outlined in the County's agreement with its subrecipients and the requirement is monitored annually to confirm that income verification of client is being conducted.

#### **7. Program Income Received**

For FY 2011-2012, Palm Beach County received \$65,180 of program income earned under the CDBG Program.

#### **8. Prior Period Adjustments**

Over the course of the program year, no expenditures were made to disallowed activities within the Palm Beach County jurisdiction, nor were amounts reimbursed to program accounts in connection with prior period adjustments.

#### **9. Loans and other receivables**

Over the course of the program year, no loans or other receivables were made to individuals or other entities within the Palm Beach County jurisdiction under the CDBG Program.

#### **10. Lump Sum Agreements**

No lump sum agreements were made to a financial institution over the course of the program year by the Palm Beach County jurisdiction.

#### **11. Neighborhood Revitalization Strategies**

Under the Five Year Consolidated Plan (2010-2015), a HUD-approved Neighborhood

Revitalization Strategy Area was not designated by Palm Beach County.

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

Annually, DES allocates a portion of its CDBG entitlement to economic development activities. During FY 2011-2012, this amounted to \$675,000. DES allocated \$228,200 under the CDBG Economic Development Set-Aside Program to two (2) small business incubators to provide assistance to small existing or start-up companies in Palm Beach County. Of the 34.5 jobs created by businesses assisted under this program, 27.2 FTEs or 79% were held by low-and moderate income persons.

<b>Economic Development Program</b>	<b>Allocated Amount</b>	<b>FTE Jobs Contracted</b>	<b>FTE Jobs Created</b>
<b>Center for Technology, Enterprise &amp; Development (TED)</b>	\$171,100	15	28
<b>Enterprise Development Corporation of South Florida (EDC)</b>	\$57,100	5	6.5
<b>TOTAL</b>	<b>\$228,200</b>	<b>20</b>	<b>34.5</b>

A sum of \$317,200 under the Set-Aside Program was allocated for staff to provide economic development services to small existing or start-up companies in Palm Beach County, as well as undertake other economic development activities. These created a total of 3,000 jobs.

**13. Section 108 Loan Guarantee**

In February 2003, the County established a Section 108 Countywide Loan Program with an original allocation of \$15,000,000 funded under the HUD Section 108 Loan Program. The program criteria established by the County requires, among other things that activities funded create a minimum of one job for every \$35,000 in funding received and to be eligible for funding an activity must be located within an area targeted for revitalization. In January 2009, HUD renewed this allocation in the amount of \$13,340,000.

Since then, three (3) more Section 108 allocations, plus two (2) Brownfield Economic Development Initiative (BEDI) Grants have been approved by HUD for use by the County to assist businesses as follows:

<b>Project</b>	<b>Funding Source</b>	<b>Amount Allocated</b>	<b>Use of funds</b>
<b>Avenue A Revitalization Project</b>	Section 108	\$2,600,000	Assist businesses in a four block area of the City of Belle Glade
	BEDI	\$1,200,000	
<b>Pahokee Downtown Revitalization Project</b>	Section 108	\$2,824,000	Assist businesses in the commercial district of the City of Pahokee
	BEDI	\$1,058,971	
<b>Countywide Loan Program</b>	Section 108	\$10,000,000	Assist businesses throughout PBC

Section 108 Loan Program (Countywide Loan Program): The County has entered into eight (8) agreements with HUD to draw down funds from the original \$15,000,000 Section 108 Loan Program. The total amount agreed to be drawn down under these agreements is \$9,575,000 with 543 full time equivalent (FTE) jobs required to be created. The original Section 108 loan program involves funding for the following activities: Thirteenth Street Industrial Park, Inc. (Baron Group) to purchase property for the construction of a new building and to purchase equipment; Baron Group for the purchase of equipment; Kiddie Haven Pre-School for working capital associated with the expansion of the school; Concrete Services for working capital associated with the expansion of the business; Oxygen Development for working capital associated with the expansion of the business; Donia Roberts, PA for fixed assets and working capital associated with the expansion of the business; Ameliascapes for working capital associated with the expansion of the business; and F&T of Belle Glade for fixed assets in association with the expansion of the business. Details related to the loan amounts and job requirements are shown on the table below.

Section 108 Loan Program (2<sup>nd</sup> Loan): Under the new Countywide Loan Program allocation of \$10,000,000, approved during FY 2011-2012, the County entered into five (5) agreements with HUD to draw down \$2,848,000 requiring the creation of 106 FTE jobs. The new activities are as follows: Glades Plaza for construction and refinancing purposes; Schomburg Latin America for working capital; A&E Auto for land acquisition and working capital; Scientifica Organica for fixed assets and working capital; and MCI for equipment and furnishings. Information about the loan amounts and job requirements are shown on the table below.

Avenue A Revitalization Project: To date, the County has entered into five (5) agreements under this loan program to draw down \$1,779,000 requiring the creation of 99 FTE jobs – Glades Gas and Electric Corporation for working capital and the renovation of two existing commercial buildings; Glades Home Health Care Medical Center for working capital, equipment and the renovation of an existing commercial building; Muslet Brothers for construction, refinancing and working capital; Building 172 for renovations; and America’s Sound for working capital and equipment. Information about the loan amounts and job creation requirements are shown on the table below.

Pahokee Downtown Revitalization Project: To date, the County entered into two (2) agreements under this loan program to draw down \$252,000 and create 12 FTE jobs - Circle S Pharmacy for the renovation of an existing commercial building, and the purchase of machinery and equipment; and Simco, Inc. for working capital and equipment. Information about the loan amounts and job creation requirements are shown on the table below.

The following accomplishments were recorded under each loan:

**Original Countywide Loan Program  
(approved \$15,000,000 by HUD)**

<b>Business</b>	<b>Section 108 Amt. Awarded</b>	<b># of FTE jobs contracted</b>
<b>Thirteen Street Industrial Park</b>	\$1,600,000	70
<b>The Baron Group</b>	\$1,000,000	33
<b>Kiddie Haven Preschool</b>	\$57,000	6
<b>Concrete Services</b>	\$250,000	12
<b>Oxygen Development</b>	\$5,948,000	400
<b>Donia Roberts, PA</b>	\$265,000	8
<b>Ameliascapes</b>	\$198,000	6
<b>F&amp;T of Belle Glade</b>	\$257,000	8
<b>TOTAL</b>	<b>\$9,575,000</b>	<b>543</b>

**Second Countywide Loan Program  
(approved \$10,000,000 by HUD)**

<b>Business</b>	<b>Section 108 Amt. Awarded</b>	<b># of FTE jobs contracted</b>
<b>Glades Plaza</b>	\$1,412,000	42
<b>Schomburg Latin America</b>	\$455,000	19
<b>A&amp;E Auto</b>	\$244,000	8
<b>Scientifica Organica</b>	\$473,000	25
<b>MCI</b>	\$264,000	12
<b>TOTAL</b>	<b>\$2,848,000</b>	<b>106</b>

**Avenue A  
Revitalization Project  
(approved \$2,600,000 by HUD)**

<b>Business</b>	<b>Section 108 Amt. Awarded</b>	<b># of FTE jobs contracted</b>
<b>Glades Gas and Electric Corp.</b>	\$199,000	9
<b>Glades Home Health Care Medical Center</b>	\$89,000	14
<b>Muslet Brothers</b>	\$878,000	38
<b>Bldg. 172</b>	\$21,000	3
<b>America's Sound</b>	\$592,000	35
<b>TOTAL</b>	<b>\$1,779,000</b>	<b>99</b>

**Pahokee  
Downtown Revitalization Project  
(approved \$2,824,000 by HUD)**

<b>Business</b>	<b>Section 108 Amt. Awarded</b>	<b># of FTE jobs contracted</b>
<b>Circle S Pharmacy</b>	\$152,000	7
<b>Simco, Inc.</b>	\$100,000	5
<b>TOTAL</b>	<b>\$252,000</b>	<b>12</b>

As of the end of FY 2011-2012, the County has awarded \$14,454,000 in Section 108 loans to twenty (20) businesses, which have created 357 full time equivalent jobs out of a proposed 760 FTE jobs.

**Section 108  
Loan Guarantee Accomplishment Report**

Grantee Name	ST	Section 108 Project Number	Project Name	Section 108 Loan Amount	Section 108 Amount Advanced	Total CDBG Assistance	FTE Jobs Est. in 108 Appl.	Total Actual FTE Jobs Created or Retained	Number of FTE Jobs Held by/ Made Avail. to Low/ Mod	Total Housing Units Assisted	Number of Units Occpd. by Low/ Mod Households	Slum/Blight Area Y=Yes
PBC	FL	B-02-UC-12-004	Community Development Business Loan Program	\$1.66M	\$1.66M	\$1.66M	70	0	0	n/a	n/a	n/a
PBC	FL	B-08-UC-12-004	Community Development Business Loan Program	\$13.349M	\$7,975,000	\$7,975,000	473	340	173	n/a	n/a	n/a
PBC	FL	B-07-UC-12-004	Avenue A Revitalization Loan	\$2.6M	\$1,779,000	\$1,779,000	99	0	0	n/a	n/a	n/a
PBC	FL	B-09-UC-12-004	Pahokee Downtown Revitalization Loan	\$2.8M	\$2,572,000	\$2,572,000	12	11	6	n/a	n/a	n/a
PBC	FL	B-10-UC-12-004	Community Development Business Loan Program	\$10M	\$2,848,000	\$2,848,000	106	6	3.5	n/a	n/a	n/a

## IV. PROGRAM NARRATIVES

### HOME Investment Partnership (HOME) Program

#### 1. Assessment of Relationship of HOME Funds to Goals and Objectives

##### a. Assessment of Use of HOME Funds

The HOME Program was created by the 1990 Cranston-Gonzalez National Affordable Housing Act to provide affordable housing opportunities to very-low and low-income persons/families (households with income at or below 80% of the median income for Palm Beach County). HOME funds are allocated to eligible participating jurisdictions (PJs) to facilitate construction, purchase, and/or rehabilitation of affordable housing for either rental or homeownership.

Palm Beach County's Five Year Consolidated Plan (FY 2010-2015) projected that over the five year period the HOME Program would provide homeowner benefits to 180 households under the HOME funded Countywide Second Mortgage Program and the CHDO Administered Program. During last two fiscal years (2010-2011 and 2011-2012), a total of 118 households were assisted with HOME funding, which is 66% of the Five Year Consolidated Plan's projected total. The Palm Beach County Action Plan (AP) for FY 2011-2012 projected that 28 households would receive homeownership assistance under these programs. During FY 2011-2012, a total of 37 households received homebuyer assistance.

The projects carried out under Palm Beach County's HOME Program during FY 2011-2012 were designed to address priority housing needs identified in the Five Year Consolidated Plan for FY 2010-2015. The table below illustrates the correlation between each HOME Project and the priority needs addressed.

HOME Project	Activity Type	Priorities Addressed
<b>Countywide First-time Homebuyer (single family) Program</b>	Acquisition of Real Property Acquisition/Rehabilitation, or New Construction.	Potential Homeowners: High, Medium
<b>CHDO Administered Activities</b>	Rehabilitation of existing single family housing or new construction of single-family housing for first time homebuyers (FTH).	Potential Homeowners: High, Medium

A sum of \$2,470,504 was received by Palm Beach County as an entitlement under the HOME Program for FY 2011-2012. The table below illustrates how those funds were allocated.

HOME Project	Amount Allocated	% of Total Allocation
<b>Countywide First-time Home buyers Program</b>	\$393,570.62	16%
<b>CHDO Administered First-Time Home buyers Program</b>	\$370,575.00	15%
<b>Planning and Administration Costs</b>	\$247,504.00	10%
<b>Rental Multifamily</b>	1,459,308.38	59%
<b>TOTAL</b>	<b>\$2,470,504</b>	<b>100%</b>

Funding that was initially allocated for HOME First Mortgages, Individual Development Accounts, and Lease with Option to Purchase was re-programmed into a multifamily rental project, which is still in the preliminary stages. Allocating HOME funds to multi-family rental activity will serve to increase the supply of affordable rental housing, and is in accordance with the County’s existing Five Year Consolidated Plan objectives.

Palm Beach County did not receive funding under the ADDI Program or the State Housing Initiative Partnership (SHIP) Program for FY 2011-2012. However, an approximate balance of \$19,039.08 in ADDI funds received in previous years remains. These funds will be utilized for very low income applicants.

Countywide First-Time Homebuyers Program

Palm Beach County First-Time Homebuyers Program (FTH) provides financial assistance to eligible participants to purchase a home. In accordance with the HOME written Agreement, mortgage and note, the homeowner is required to occupy the housing unit as his/her principal residence for the duration of the restrictive period. A residency certification is conducted on an annual basis to ensure compliance with this requirement.

For Fiscal Year 2011-2012, DES proposed to subsidize the rehabilitation, acquisition with or without rehabilitation of approximately twenty-eight (28) single family homes for very low or low-income households Countywide. During the year, DES expended \$2,388,843 of HOME and SHIP Match funds to successfully subsidize the purchase and/or rehabilitation of thirty-seven (37) single family homes. These funds leveraged a total of \$3,208,842 in private sector mortgages.

Activities by CHDOs

The mandatory 15% set-aside Community Housing Development Organization (CHDO) reserve funds were used for eligible activities in which CHDOs acted as a developer, sponsor, and/or owner of housing to be made available to first-time homebuyers. Eligible activities included acquisition of housing (with or without rehabilitation), acquisition of vacant land, and new construction.

Palm Beach County had designated the following four (4) organizations as CHDO's: Word of Faith Community Development Corporation; Noah Development, Inc.; Neighborhood Renaissance, Inc.; and Delray Beach Community Development Corporation. Presently, only three CHDO's expended funds during FY 2011-2012 (Delray Beach CDC, Neighborhood Renaissance, and Word of Faith CDC); it is anticipated that each CHDO will produce at least two (2) units during their contract period for a total of six (6) affordable housing units.

The Action Plan for FY 2011-2012 projected that three (3) households would receive assistance under this program. During FY 2011-2012, \$913,821.96 of CHDO funding was expended to acquire six (6) single family properties. Upon rehabilitation, these properties will be sold to very low or low-income eligible households.

During FY 2011-2012, Palm Beach County began accepting new CHDO Certification applications through an open submission process. DES received five (5) requests, in which three (3) were approved for CHDO Certification. Currently, Palm Beach County has seven (7) certified CHDO's.

**b. Progress of Meeting Goals of Providing Affordable Housing and Extent to Which Funds Were Used to Benefit Extremely-low, Low- and Moderate-income Persons.**

To further address the County's Housing Objectives, DES administers the HOME First Time Homebuyer Program and the CHDO Administered Activities. DES will be incorporating rehabilitation activities in its future HOME Program Descriptions. These programs will be designed to assist very low and low income persons with homeownership opportunities. During FY 2011-2012, these HOME administered programs provided homebuyer assistance to 37 households. The following table illustrates the assistance provided by income group.

Assistance Provided by Income Group	Number of Households
Very-Low Income (0 to 30% of Median Family Income)	1
Very-Low Income (31 to 50% of Median Family Income)	14
Low Income (51 to 80% of Median Family Income)	22
<b>TOTAL</b>	<b>37</b>

## **2. HOME Match Report**

### a. Matching Contribution

The total match liability for the activities to be funded under the HOME Program FY 2011-2012 was \$432,338. During FY 2011-2012, a total of \$432,338 was expended under the SHIP Match program. SHIP funds serve as the matching contribution and are used to implement the Countywide First-Time Homebuyers and CHDO-related program activities.





# Annual Performance Report HOME Program

U.S. Department of Housing  
and Urban Development  
Office of Community Planning  
and Development

OMB Approval No. 2506-0171  
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31.	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
Send one copy to the appropriate HUD Field Office and one copy to: <b>HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410</b>	Starting 10/01/2011	Ending 09/30/2012	

## Part I Participant Identification

1. Participant Number 56-6000785	2. Participant Name Palm Beach County		
3. Name of Person completing this report Carol Eaddy Langford		4. Phone Number (Include Area Code) 561-233-3660	
5. Address 100 Australian Avenue	6. City West Palm Beach	7. State Florida	8. Zip Code 33406

## Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period \$0	2. Amount received during Reporting Period \$0	3. Total amount expended during Reporting Period \$0	4. Amount expended for Tenant-Based Rental Assistance N/A	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5 \$0
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## Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number	0				
2. Dollar Amount	\$0				
B. Sub-Contracts					
1. Number	0				
2. Dollar Amount	\$0				
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number	0				
2. Dollar Amount	\$0				
D. Sub-Contracts					
1. Number	0				
2. Dollar Amounts	\$0				

**Part IV Minority Owners of Rental Property**

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number	0					
2. Dollar Amount	\$0					

**Part V Relocation and Real Property Acquisition**

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost
1. Parcels Acquired	0	
2. Businesses Displaced	0	
3. Nonprofit Organizations Displaced	0	
4. Households Temporarily Relocated, not Displaced	0	

Households Displaced	a. Total	Minority Business Enterprises (MBE)				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
5. Households Displaced - Number	0					
6. Households Displaced - Cost	\$0					

#### 4. Assessments

a. On-site Inspection of Rental Housing

During FY 2011-2012 Palm Beach County has contracted with a HUD 203b Inspection company to inspect 255 HOME-assisted rental units.

b. Affirmative Marketing

In order to ensure greater participation by eligible persons from all racial, ethnic, and gender-based minorities and by those who are not likely to apply for housing without special outreach, DES has established policies and procedures to affirmatively market housing units produced under the HOME program. As part of this effort, the affirmative marketing records of the subrecipient are monitored on-site annually. During monitoring visits, the following records are reviewed for compliance: copies of brochures, news clippings, press releases, sign-in logs from community meetings, and any letter of inquiry written to or from prospective clients. In addition to the affirmative marketing efforts undertaken by the subrecipient, DES conducts its own outreach by distributing information regarding housing opportunities available for potential eligible persons at various meetings with lenders, nonprofit agencies, and municipalities.

c. Outreach to Minority and Women Owned Businesses

The County's Minority Outreach Program calls for active participation by minority and women-owned businesses. In order to achieve a greater level of participation by these businesses, the HOME Program's First-Time Homebuyer Program operates in conjunction with nonprofit agencies and/or Community Development Corporations (CDC's) that represent minority-based neighborhoods. The participating agencies or CDC's are able to promote the use of minority and women-owned businesses through the Office of Small Business Assistance and its Minority/Women-owned Business Enterprise (M/WBE) Program in their first-time homebuyer programs.



## **IV. PROGRAM NARRATIVES**

### **Housing Opportunities for People with AIDS (HOPWA)**

#### **Assessment of Relationship of HOPWA Funds to Goals and Objectives**

Palm Beach County does not receive or administer Housing Opportunities for People with AIDS (HOPWA) funds. The City of West Palm Beach receives and administers HOPWA funds for Palm Beach County.



## **IV. PROGRAM NARRATIVES**

### **Emergency Shelter Grants Program (ESGP)**

#### **1. Assessment of Relationship of ESG Funds to Goals and Objectives**

##### **a. Actions Taken to Address Emergency Shelter and Transitional Housing Needs**

As a result of the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act) three separate homeless assistance programs administered by the U.S. Department of Housing and Urban Development (HUD) were consolidated into a single grant program. The HEARTH Act also revised the Emergency Shelter Grant program and renamed it the Emergency Solutions Grant (ESG) Program. HUD utilizes an entitlement formula to allocate ESG funding to Palm Beach County and other jurisdictions. During FY 2011-2012 HUD chose to release the ESG funding in two stages, due to the fact that at the beginning of the fiscal year HUD had not yet finalized the new ESG regulations. The first allocation was released on October 1, 2011 and the second allocation after May 1, 2012. Palm Beach County received \$297,830 of ESG funding under the first allocation and \$167,529 under the second allocation.

Priority needs and objectives for the homeless and those at risk of becoming homeless are based on Palm Beach County's Five-Year Consolidated Plan and the Continuum of Care Gaps Analysis. The Gaps Analysis, which is updated annually, reflects the level of need for homeless assistance; and the effectiveness in meeting those needs to the general homeless population and to select subpopulations of the homeless.

The operation and maintenance of emergency shelters and transitional housing facilities is assigned a high priority for the ESG Program. Items that are generally funded under this category include such as electricity, water/sewer, insurance, food, rent and general maintenance. Palm Beach County's ESG funding is used primarily for this priority. During FY 2011-2012, \$219,022.73 (73% of the first allocation of the ESG award) was awarded in the operation and maintenance of emergency shelter and transitional housing facilities category. Nine (9) agencies used ESG funds to undertake provide ten (10) activities in this category. Emergency shelter/transitional housing was provided to 2,024 persons.

A total \$154,126 (92% of the second allocation of the ESG award) was programmed for rapid re-housing activities. The implementation of these activities began on October 1, 2012.

##### **b. Progress Made in Addressing Homeless and Homeless Prevention Goals and Objectives**

The Palm Beach County Action Plan (AP) for FY 2011-2012 projected that nine (9) agencies would be funded under the operation/maintenance category to provide ten (10) activities and three (3) agencies would receive homeless prevention (emergency rent and utility assistance) funding. The Action Plan further states that under the ESG Program, DES projected that a total of 2,139 individuals would be served through these activities.

During FY 2011-2012 the following was accomplished with the first allocation of ESG funding:

- \$217,964.16 (99% of the amount allocated) was expended by nine (9) agencies to provide homeless assistances services to 2,024 unduplicated persons; and
- \$63,785.98 (99.7% of the amount allocated) was expended by three (3) agencies that provided homeless prevention services to 341 “at risk” persons.

**c. Relationship of ESG projects to implementation of comprehensive homeless planning strategy**

Palm Beach County is dedicated to improving the housing opportunities of all of its residents. The homeless population and those threatened with homelessness are of particular concern and therefore included as a primary component of DES’s overall planning strategy. In its Five Year Strategic Plan, Palm Beach County has stated as its broad goal, to utilize funds that are reasonable expected to be made available and in coordination with organizations to address homelessness in the following manner: assist homeless persons to obtain appropriate housing; assist persons at risk of becoming homeless; implementing activities aimed at reaching HUD’s goal of ending chronic homelessness. Specifically, during the year, the County, in coordination with the ESGP Advisory Board, has addressed this broad goal as follows: provided appropriate housing to 1887 homeless persons through the funding of homeless shelters, assisted 341 persons who were at risk of becoming homeless; and assisted 137 who are classified as chronic homeless.

In order to access the second allocation of ESG funding for FY 2011-2012 DES was required to amend its Action Plan and submit the amendment to HUD on May 15, 2012. The amendment outlined Palm Beach County’s proposal to utilize the funding to operate a rapid re-housing program for individuals and families who met HUD’s new definition of homelessness. The County was notified in early August 2012 of HUD’s approval of the amendment. HUD executed the grant agreement on August 23, 2012 and the County countersigned the agreement on Sept. 12, 2012. The rapid re-housing activity began October 1, 2012.

**2. Matching Resources**

The ESG Program regulations require at least a 100% dollar match. Palm Beach County requires subrecipients to provide this match as a cash or “in kind” match.

A total of \$494,540.23 was provided in a match from the following sources:

- Cash from sources other than ESG
- Value of donated material and property for the purposes of operation a ESG funded activity
- Value of salaries paid to staff in support of carrying our ESG activities
- Time and services contributed by volunteers to carry out the ESG activities; value determined to be rates consistent with those ordinarily paid for similar work in the agency’s organization. If the agency did not have employees performing similar work, the rates were be consistent with those ordinarily paid by other employers for similar work in the same labor market.
- Value of leased space used in sheltering the homeless.

All subrecipients provided appropriate documentation to substantiate the provision of the required matching funds (e.g. source and application of cash, lease agreements, time sheets and salary records of staff, timesheets and volunteer task descriptions for volunteer hours and services).

### **3. Method of Distribution**

In order to equitably, impartially and efficiently distribute ESG funds, Palm Beach County established an independent Advisory Board to make funding recommendations. These recommendations were subject to approval by the Board of County Commissioners (BCC).

The ESG Advisory Board consisted of nine (9) regular members and two (2) alternates. All members were required to be non-conflict members and residents of Palm Beach County. One member was formerly homeless; and all members and alternates were nominated by the Homeless Coalition of Palm Beach County, Inc. The members were appointed at large by the BCC and served a two year term. The Advisory Board's primary objective was to review applications and to make funding recommendations for the distribution of the ESG funds. The following describes the process used to arrive at the Advisory Board's recommendations relating to the first allocation of ESG funding:

- DES notified potential applicants that ESG applications were available through a Notice of Funding Availability (NOFA) published in a local newspaper of general circulation. The NOFA was also posted on DES's website. Only activities related to Operation/Maintenance of a shelter and Homeless Prevention activities were eligible to receive ESG funds.
- DES received all applications by the advertised deadline. All applications were reviewed by DES staff utilizing the ESG Evaluation Criteria (DES was instructed by HUD to utilize this criteria as the criteria for the new Emergency Solutions Grant program had not yet been finalized). Each member of the ESG Advisory Board also reviewed the applications. Areas of review included ESG eligibility, justification of need, cost reasonableness and effectiveness, past performance, management, applicant's capacity, and consistency with local needs identified in the Five Year Consolidated Plan.
- All applications which exceeded the threshold score established by the Advisory Board were asked to respond to questions which were raised by the Advisory Board and staff.
- DES staff reviewed the applicants' responses and reported the additional information to the Advisory Board.
- The Advisory Board requested that all applicants make a short presentation.
- The Advisory Board made funding recommendations. These recommendations were brought to the BCC for approval as part of the County's Annual Action Plan.
- A public meeting was held on June 15, 2011 to discuss the ESG funding recommendations for FY 2011-2012, among other things. No public comments were received.
- The County's FY 2011-2012 Action Plan was approved by the BCC on July 19, 2011.

#### 4. Activity and Beneficiary Data

Every agency that received ESG funds was required to complete Monthly Narrative Report, Grantee Statistic Report and a Direct Benefit Activity Report monthly. These reports contain information regarding the funded ESG activity as well as statistical and demographic information regarding the beneficiaries of the ESG program. These reports are due at the same time the agency submits for reimbursement of expenditures under the ESG program. This deadline ensures that all required reported data is submitted to DES in a timely and efficient manner.

During FY 2011-2012, through the first allocation of funding, a total of \$297,830 of ESG funding was awarded to Palm Beach County. This allocation was augmented by an additional \$5,787.27 that was identified by DES Fiscal Section in early 2011-2012 as a result of unexpended ESG dollars from the previous year's allocation. Via an amendment these additional funds were combined with the first allocation of ESG funding making a total of \$303,617.29 available for distribution among various non-profit agencies for homeless activities. The following table depicts the target and accomplishments of the agencies that received the first allocation of ESG funding during FY 2011-2012

**FY 2011-2012 ESG TABLE**  
**Targets and Accomplishments of Agencies Funded by**  
**Emergency Solutions Grant Allocation #1 for FY 2011-2012**

Agency	Action Plan Goals	Number Served	Funded Activity	FY 2011-2012 Allocation	
				Budgeted	Expended
<b>Adopt-A-Family of the Palm Beaches</b>	150 Individuals	83 Individuals	Homeless Prevention	\$19,133.75	<b>\$19,058.52</b>
<b>Aid to Victims of Domestic Abuse</b>	144 Individuals	379 Individuals	Operation/Maintenance	\$30,000	<b>\$30,000</b>
<b>Children's Case Management Organization</b>	132 Individuals	178 Individuals	Operation/Maintenance & Homeless Prevention	\$23,000	<b>\$23,000</b>
<b>Children's Home Society of FL</b>	186 Individuals	223 Individuals	Operation/Maintenance	\$21,404	<b>\$21,404</b>
<b>Children's Place at HomeSafe, Inc.</b>	90 Individuals	115 Individuals	Operation/Maintenance	\$25,000	<b>\$25,000</b>
<b>Center for Family Services</b>	168 Individuals	236 Individuals	Operation/Maintenance	\$19,133.75	<b>\$19,133.75</b>
<b>Farmworker Coordinating Council</b>	275 Individuals	128 Individuals	Homeless Prevention	\$25,000	<b>\$24,994.94</b>
<b>Jesus and You (JAY) Outreach Ministries</b>	124 Individuals	124 Individuals	Operation/Maintenance	\$12,000	<b>\$11,013.19</b>

Agency	Action Plan Goals	Number Served	Funded Activity	FY 2011-2012 Allocation	
				Budgeted	Expended
<b>The Lord's Place-Family Shelter</b>	126 Individuals	141 Individuals	Operation/Maintenance	\$21,633.75	<b>\$21,633.75</b>
<b>The Lord's Place-Men's Recovery</b>	100 Individuals	107 Individuals	Operation/Maintenance	\$21,633.75	<b>\$21,633.75</b>
<b>Salvation Army</b>	180 Individuals	137 Individuals	Operation/Maintenance	\$35,787.29	<b>\$35,787.29</b>
<b>Urban League of Palm Beach County</b>	18 Individuals	22 Individuals	Homeless Prevention	\$5,000	<b>\$4950</b>
<b>YWCA</b>	446 Individuals	492 Individuals	Operation/Maintenance	\$30,000	<b>\$29,928.24</b>
<b>Administration</b>			Administration	\$14,891	<b>\$14,891</b>
<b>TOTALS</b>	2,139 Individuals	2,365 Individuals		\$303,617.29	\$302,428.43

## 5. Chronic Homelessness

Palm Beach County is committed to providing the necessary supports required to achieve the HUD's stated goal of eliminating chronic homelessness. The County therefore funds or supports applications for funding aimed at ending chronic homelessness and/or expands or implements services that are demonstrated to be effective in eliminating chronic homelessness, such as additions to the number of safe haven beds.

During FY 2011-2012, Palm Beach County continued its adopted policy of awarding bonus points to applicants to the ESG Program whose specific activity would assist the chronic homeless population. Further proof of the County's commitment to address chronic homelessness is gleaned from the prioritized list of agencies and activities which were funded under the 2011 Continuum of Care application.

Under the FY 2011-2012 funding cycle, The Salvation Army was allocated a total of \$49,798.29 under both the CDBG and ESG Programs to address the needs of the chronic homeless. This agency served 137 chronic homeless persons during the FYT 2011-2012 year. The 2011 Continuum of Care award showed that four (4) agencies, namely the Salvation Army, The Lord's Place, Gulfstream Goodwill, and Jerome Golden Center for Behavioral Health were funded a combined \$1,594,174 to assist 311 chronically homeless persons.

## 6. Homeless Discharge Coordination

Palm Beach County is in the process of implementing a cohesive, community-wide discharge coordination policy. The County's Homeless and Housing Alliance (HHA) is spearheading this effort. The HHA has an active subcommittee that meets monthly that has been charged with the task to develop countywide discharge policies for various types of facilities (e.g. hospitals,

correctional facilities, foster care). ESG homeless prevention funds are not identified specifically under the Discharge Coordination Policy, however, agencies that receive ESG homeless prevention funding do participate in the development of the discharge policies.

The following are the policies which govern the discharge of persons from various institutions located within Palm Beach County:

#### Foster Care

Palm Beach County has established and implemented a formal protocol for the discharge of youth aging out of foster care. In collaboration with The Department of Children and Families (DCF), the County has partnered with several agencies to prevent homelessness for this specific group, namely, Turtle Nest Village, Crossroads Transitional Living Program, Kids-At-Home, and Vita Nova of Renaissance Village. These agencies seek to facilitate a smooth transition from the foster care system to self-sufficiency for youth ages eighteen to twenty-five years of age.

#### Mental Health

Jerome Golden Center for Behavioral Health, psychiatric hospital serves individuals discharged from Mental Health facilities through a Supportive Housing Program. This program places these individuals in a community setting and maintains follow-up to ensure their progress in this community reintegration. Palm Beach County in conjunction with Jerome Golden Center for Behavioral Health and the South County Mental Health Center ensure that appropriate discharge protocol is followed for persons exiting from mental health facilities. Discharge protocol refers to assessments of the patients by one of the Homeless Outreach teams and their appropriate placement in either a shelter or an Assisted Living Facility (ALF).

#### Corrections

The Palm Beach County Sheriff's Office in coordination with the County's Division of Human Services and the Veterans Administration Medical Center (VAMC) has developed a discharge process that allows persons who were homeless prior to being incarcerated to voluntarily participate in the Continuum of Care's Homeless Service Programs. Prior to being released, staff of the Outreach Program meets with the inmate while in jail to complete an assessment and arrange for emergency shelter upon release from the correction facility. Additionally, the Criminal Justice Commission has developed a Re-Entry Initiative to serve a specific target population to include residential placement and job assistance.

#### Health Care

Palm Beach County's Division of Human Services has an Assisted Living Facility (ALF) Program specifically for the disabled homeless. In this program, the hospital social workers contact the Division upon identifying a homeless person who has no benefits or means to secure permanent housing. The ALF case managers determine eligibility and secure housing until appropriate benefits are identified and secured. Additionally, upon discharge, the Palm Beach County Health Care Taxing District provides immediate ninety (90) day health insurance to homeless individuals referred by the Homeless Outreach Team (HOT) of Palm Beach County.

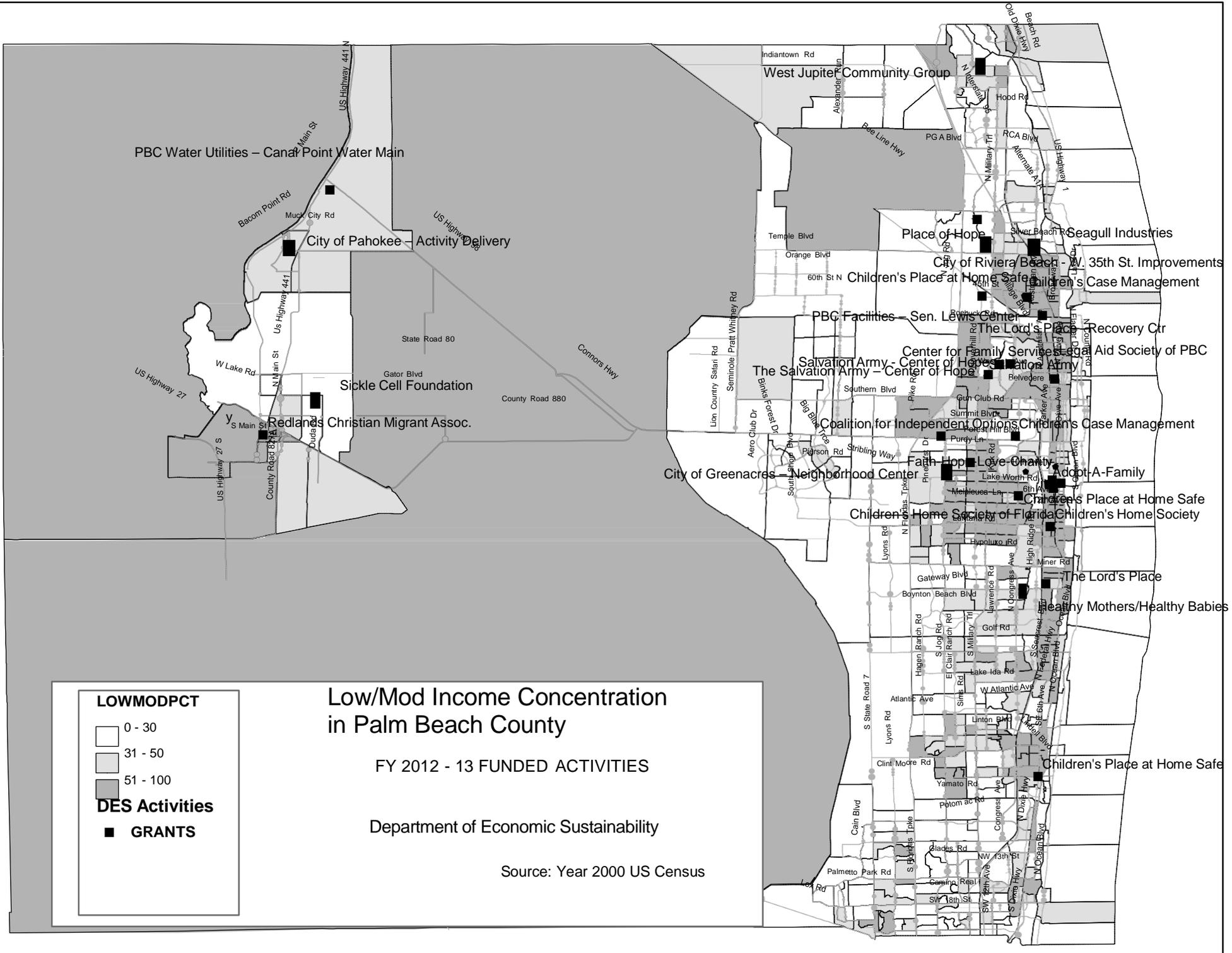
### Youth Facilities

The State of Florida Adopted the Road to Independence Act in 2002. This Act was developed to serve all youth who after reaching the age of 18 years of age could no longer be classified as foster care or extended foster care. The Act provides options for these youth to remain in foster care while they attend school, engage in activities that will lead to self-sufficiency, or who left foster care and now are experiencing financial hardships. Many children's shelters located within Palm Beach County are exploring programs that would target these individuals who have "aged out" of the standard foster care programs. These programs would be eligible to receive ESG funding to assist with the housing needs of these individuals.



**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 1: Geographical Distribution**

Appendix I consists of ten maps that identify the geographic distribution and location of investments (including areas of minority concentration) during FY 2011-12 under the CDBG and ESG Programs; Disaster Recovery Initiative #2 Program; and Housing Authority locations.



**LOWMODPCT**

- 0 - 30
- 31 - 50
- 51 - 100

**DES Activities**

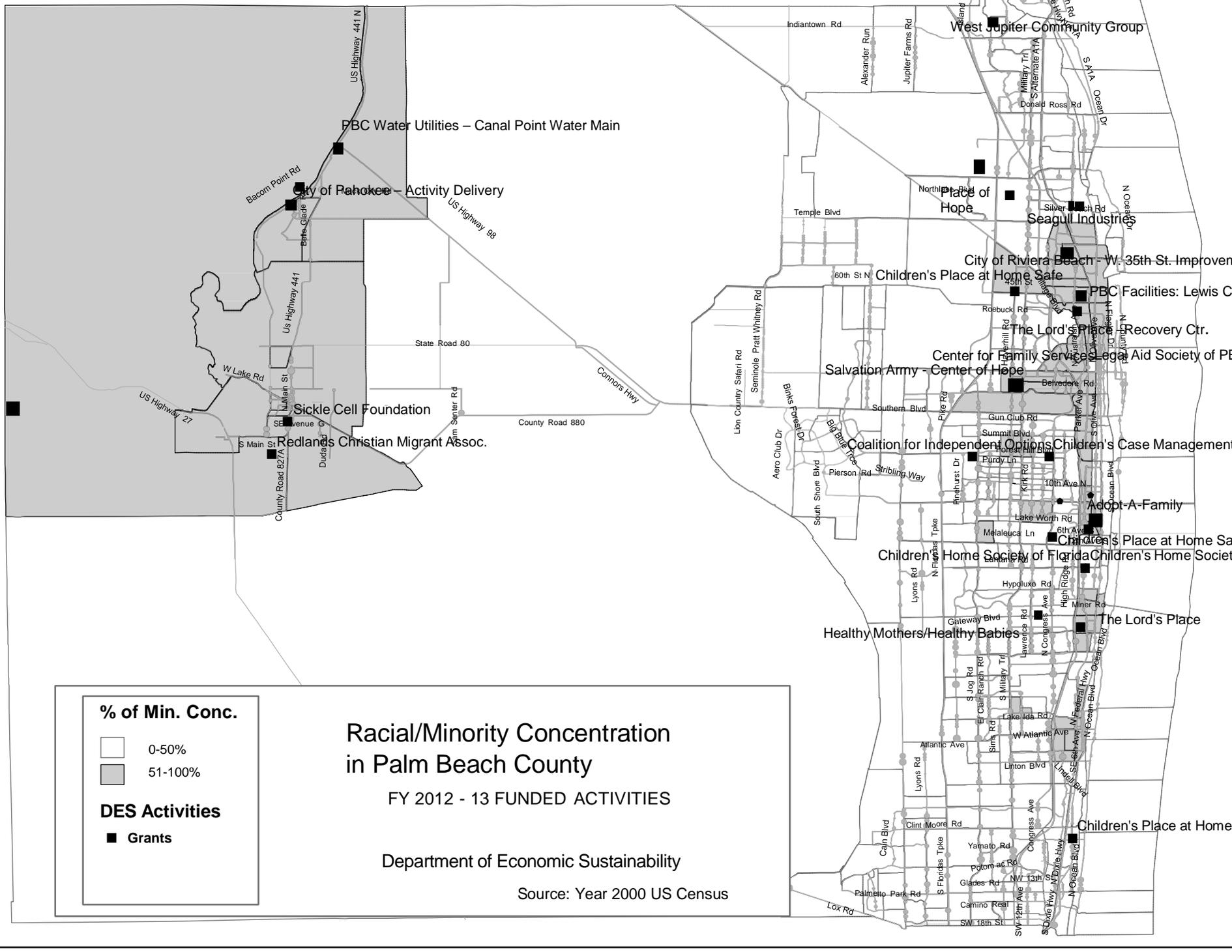
- GRANTS

**Low/Mod Income Concentration  
in Palm Beach County**

FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census



**% of Min. Conc.**

- 0-50%
- 51-100%

**DES Activities**

- Grants

**Racial/Minority Concentration  
in Palm Beach County**

FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census

FBC Water Utilities – Canal Point Water Main

City of Rehoboth Beach – Activity Delivery

Sickle Cell Foundation

Redlands Christian Migrant Assoc.

West Jupiter Community Group

City of Hope

Seagull Industries

City of Riviera Beach - W. 35th St. Improvements

Children's Place at Home Safe

PBC Facilities: Lewis Ctr.

Recovery Ctr.

Center for Family Services – Legal Aid Society of PBC

Salvation Army - Center of Hope

Coalition for Independent Options Children's Case Management

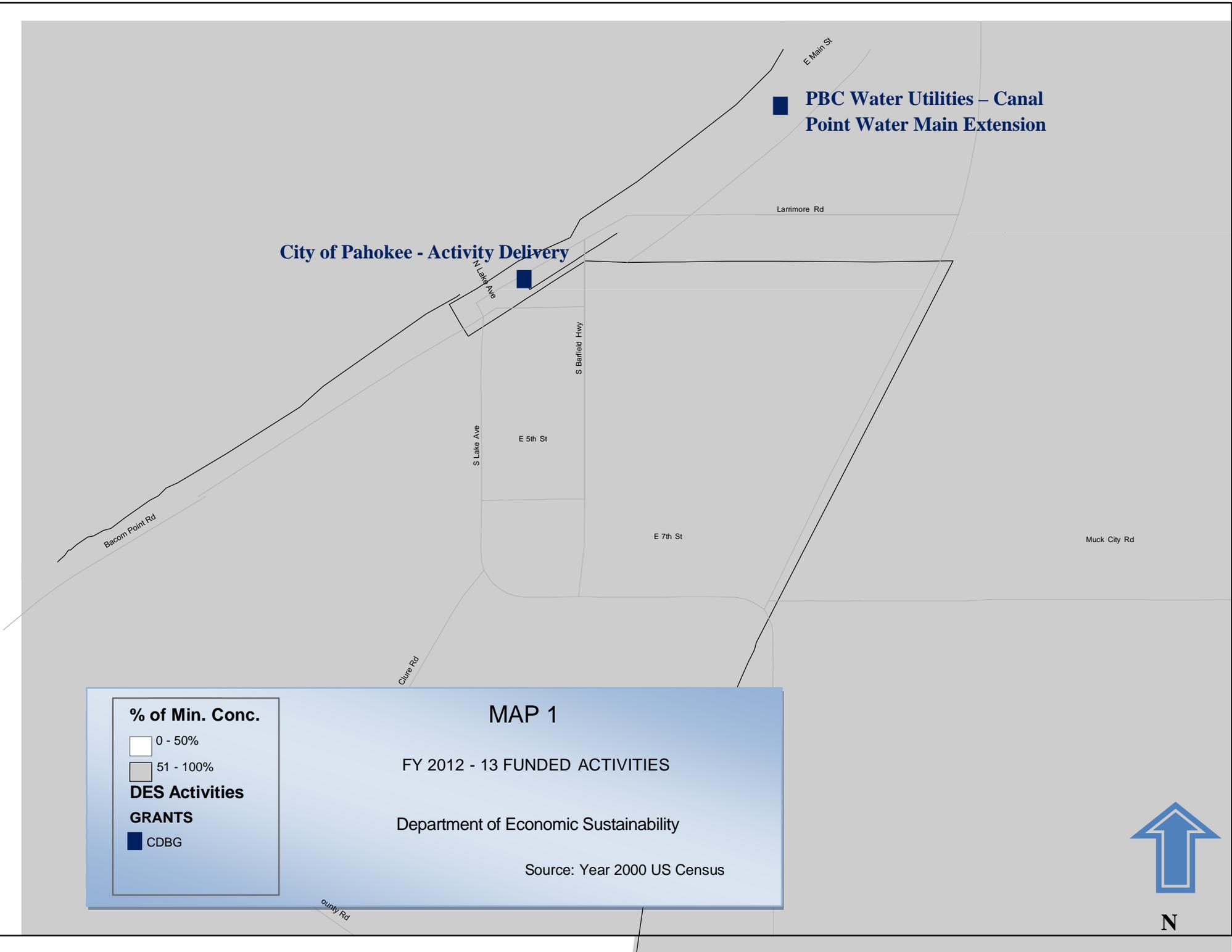
Adopt-A-Family

Children's Home Society of Florida Children's Home Society

Healthy Mothers/Healthy Babies

The Lord's Place

Children's Place at Home Safe



**City of Pahokee - Activity Delivery**

**PBC Water Utilities – Canal Point Water Main Extension**

**% of Min. Conc.**

- 0 - 50%
- 51 - 100%

**DES Activities**

**GRANTS**

- CDBG

**MAP 1**

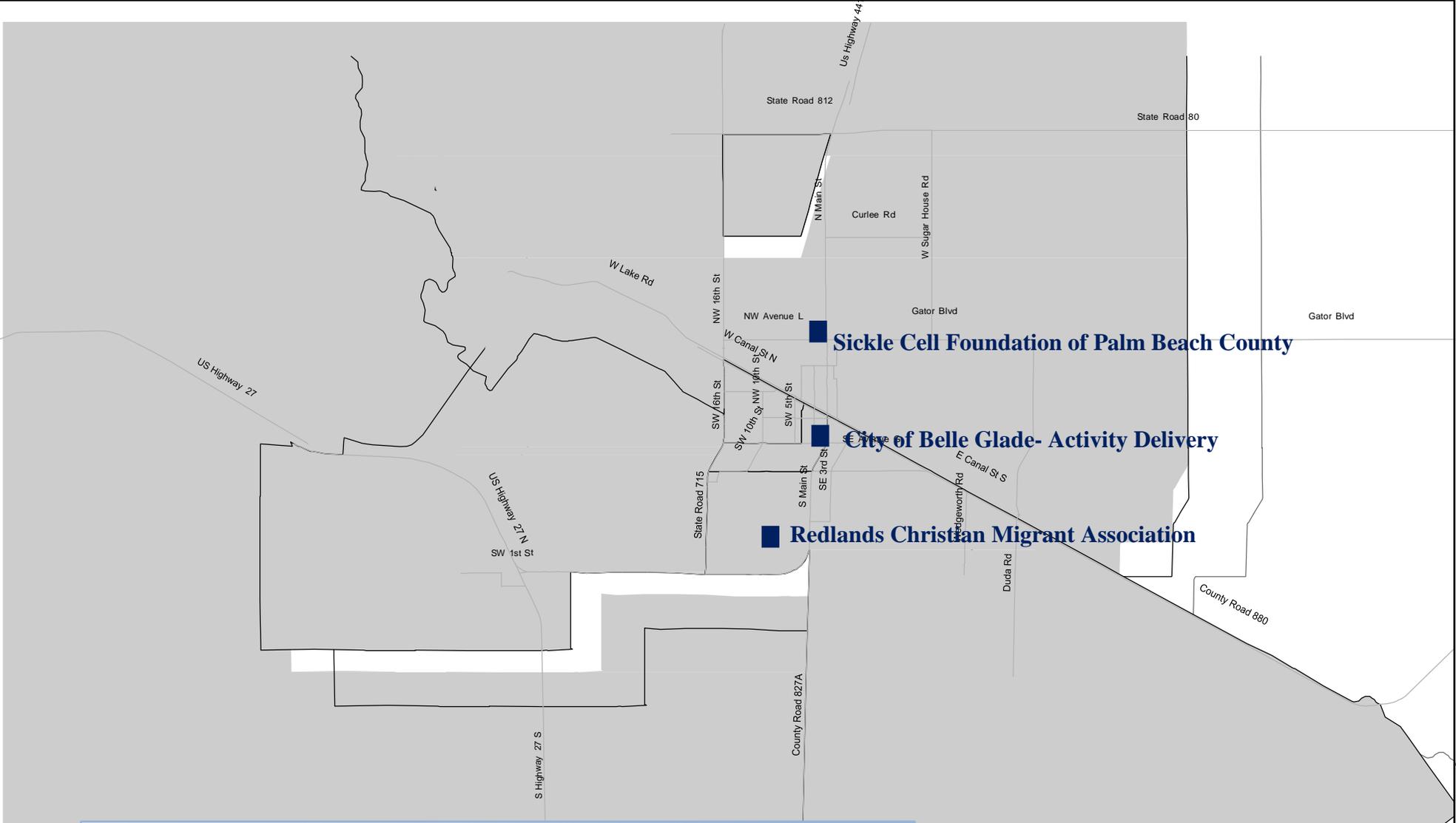
FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census



N



**% of Min. Conc.**

0 - 50%

51 - 100%



**DES Activities**

**GRANTS**

■ CDBG

**MAP 2**

FY 2011 - 12 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census



N

■ Place of Hope

■ The Arc of Palm Beach County

■ City of Riviera Beach - W. 36th St. Improvements

★ ■ J.A.Y. Ministries

■ Seagull Industries

**% of Min. Conc.**

□ 0 - 50%

■ 51 - 100%

**DES Activities**

**GRANTS**

■ CDBG

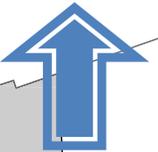
★ ESGP

**MAP 3**

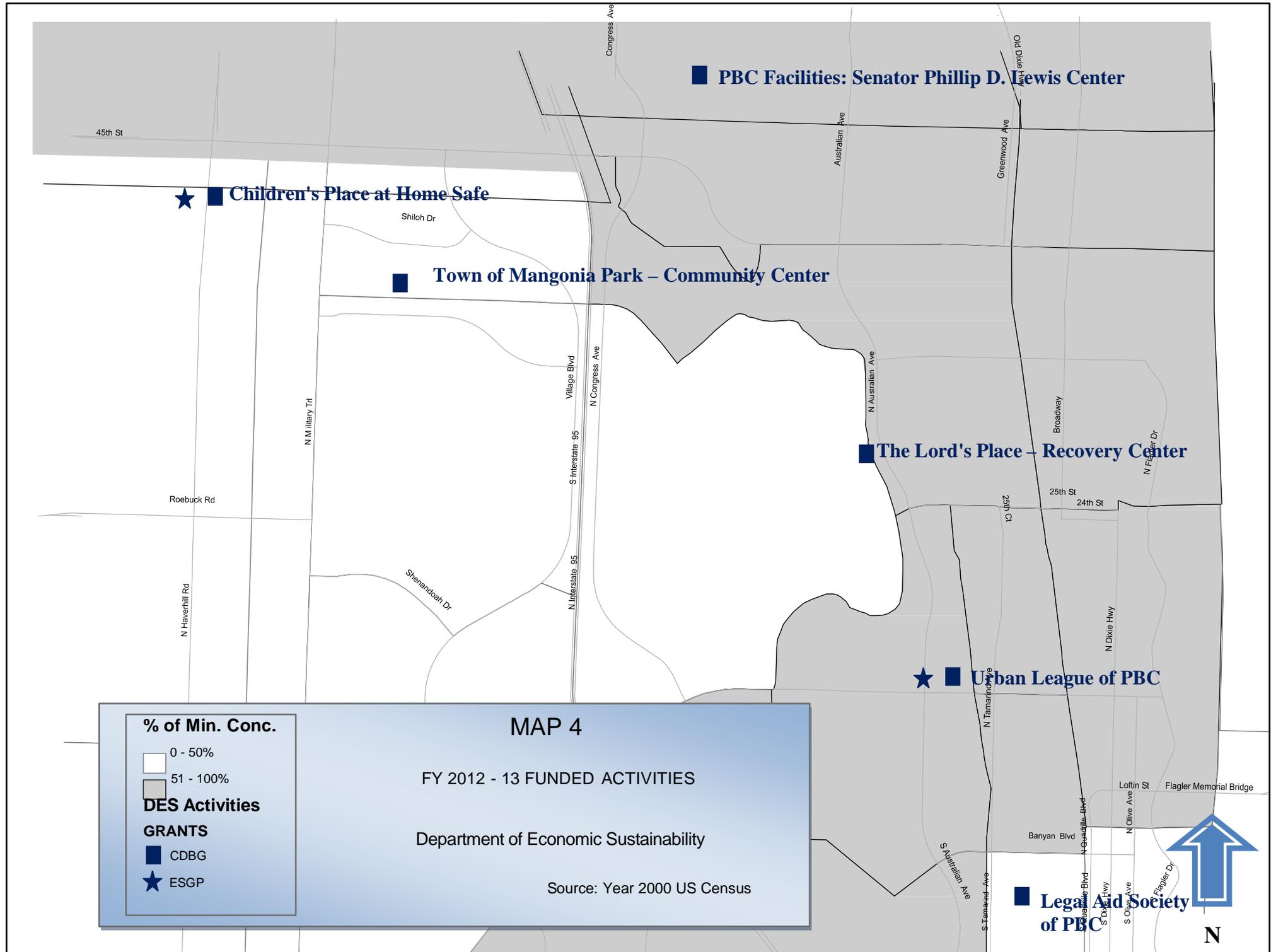
FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census



N



**% of Min. Conc.**

- 0 - 50%
- 51 - 100%

**DES Activities**

**GRANTS**

- CDBG
- ★ ESGP

**MAP 4**

FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census

■ PBC Facilities: Senator Phillip D. Lewis Center

★ ■ Children's Place at Home Safe

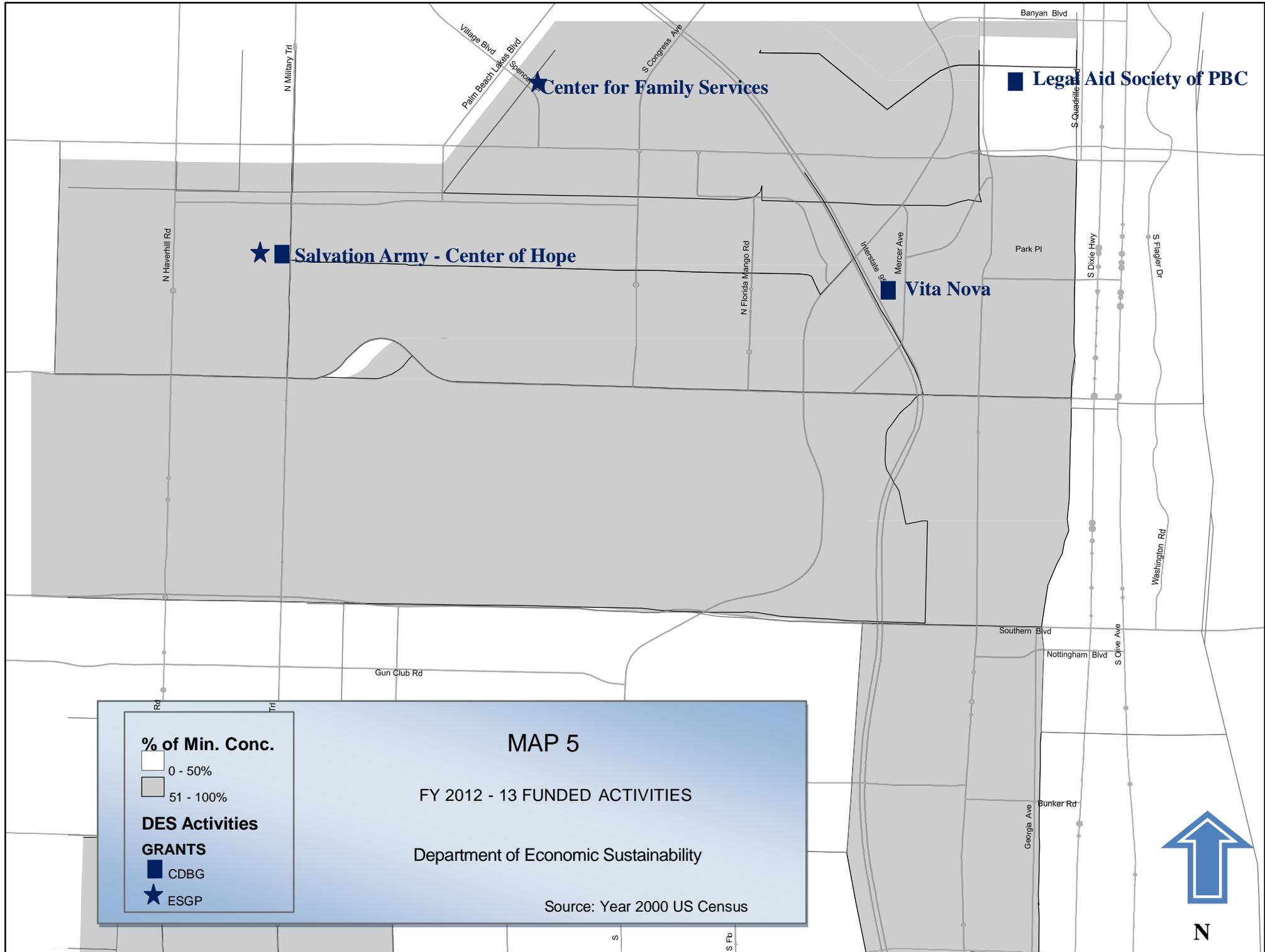
■ Town of Mangonia Park - Community Center

■ The Lord's Place - Recovery Center

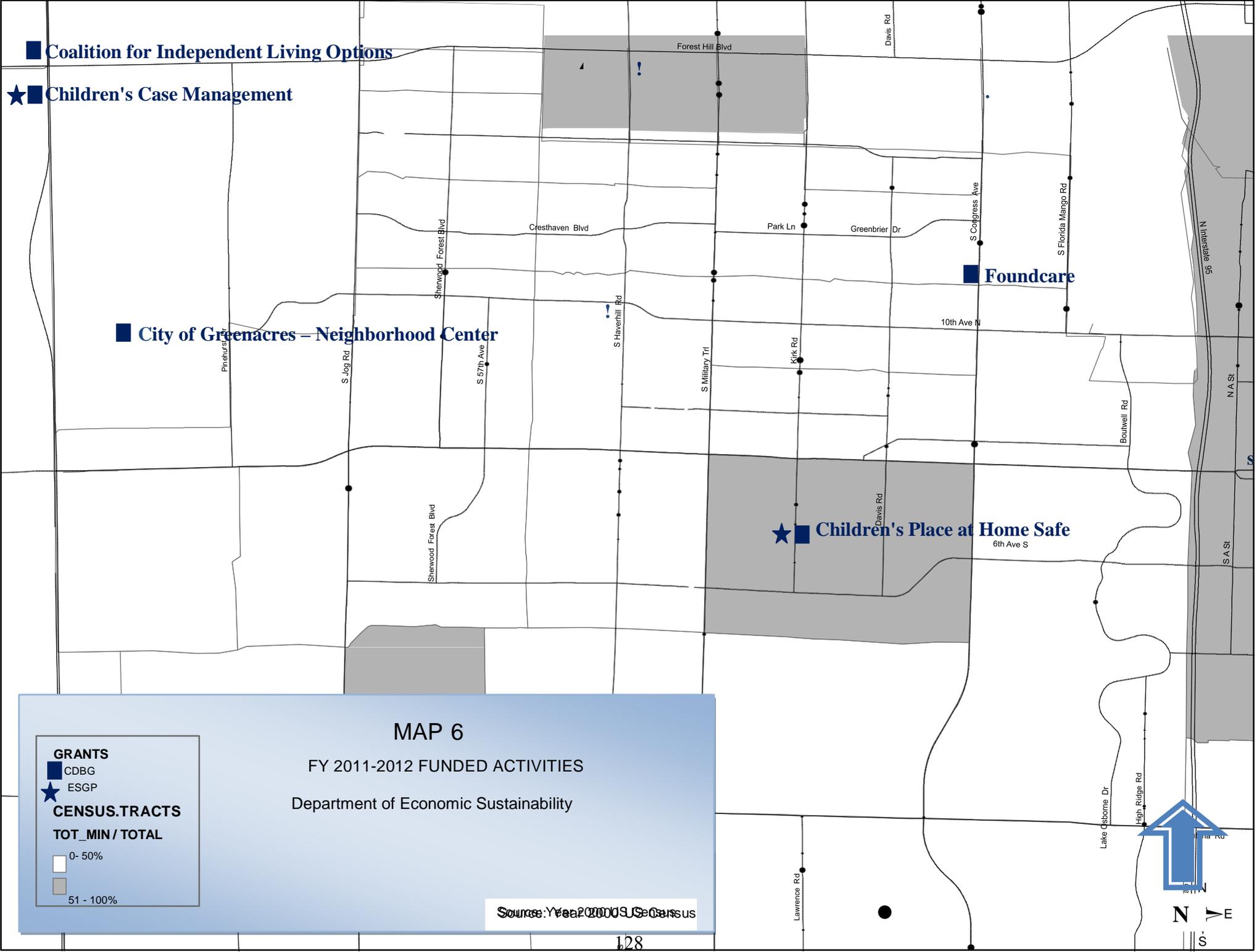
★ ■ Urban League of PBC

■ Legal Aid Society of PBC





N



■ Coalition for Independent Living Options

★ ■ Children's Case Management

■ City of Greenacres - Neighborhood Center

Foundcare

★ ■ Children's Place at Home Safe

### MAP 6

FY 2011-2012 FUNDED ACTIVITIES  
 Department of Economic Sustainability

**GRANTS**

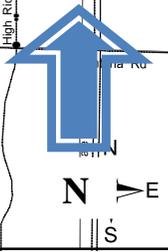
- CDBG
- ★ ESGP

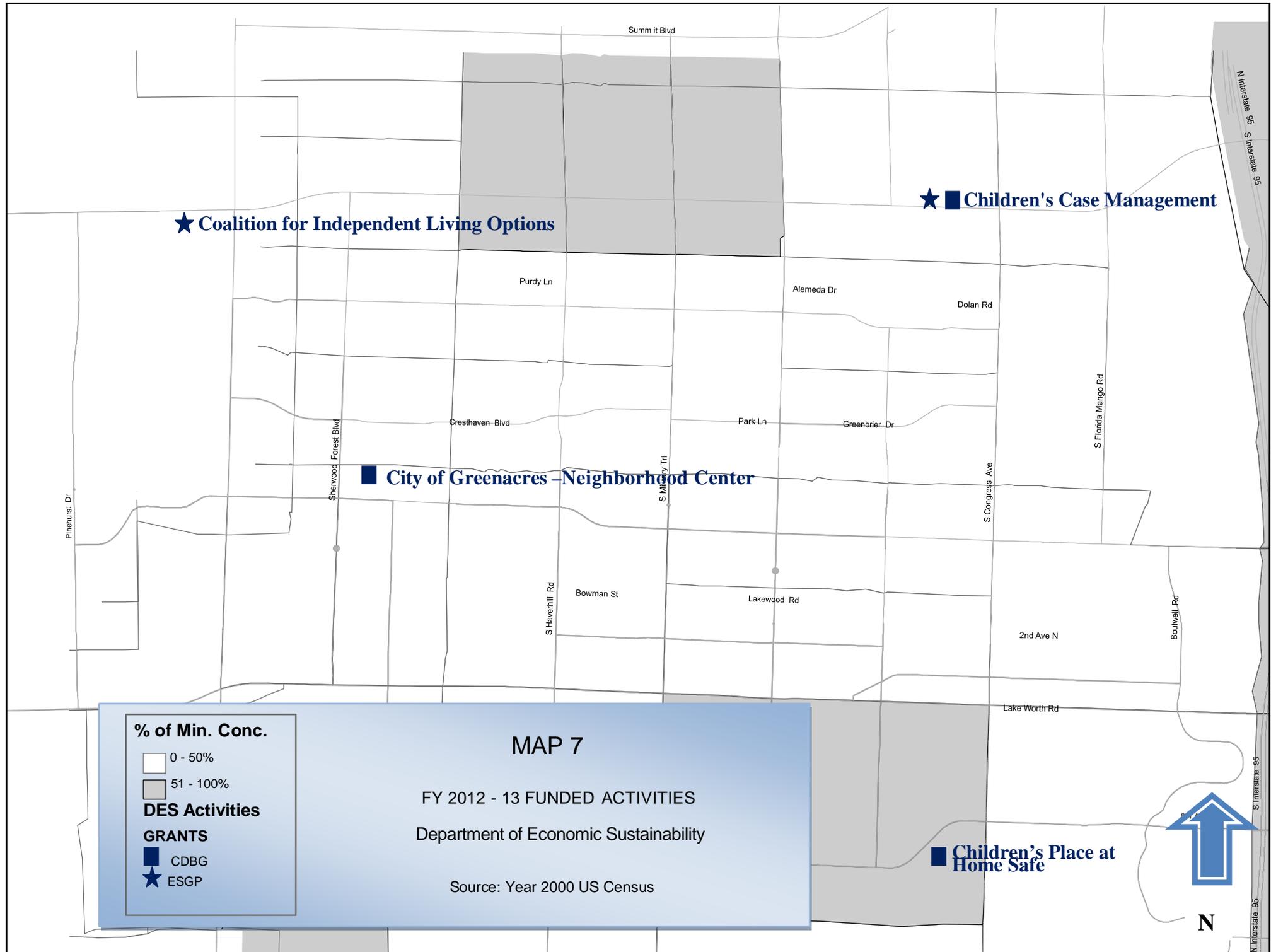
**CENSUS TRACTS**

TOT\_MIN / TOTAL

- 0 - 50%
- 51 - 100%

Source: Year 2000 US Census





★ Coalition for Independent Living Options

★ ■ Children's Case Management

■ City of Greenacres - Neighborhood Center

■ Children's Place at Home Safe

**% of Min. Conc.**

□ 0 - 50%

■ 51 - 100%

**DES Activities**

**GRANTS**

■ CDBG

★ ESGP

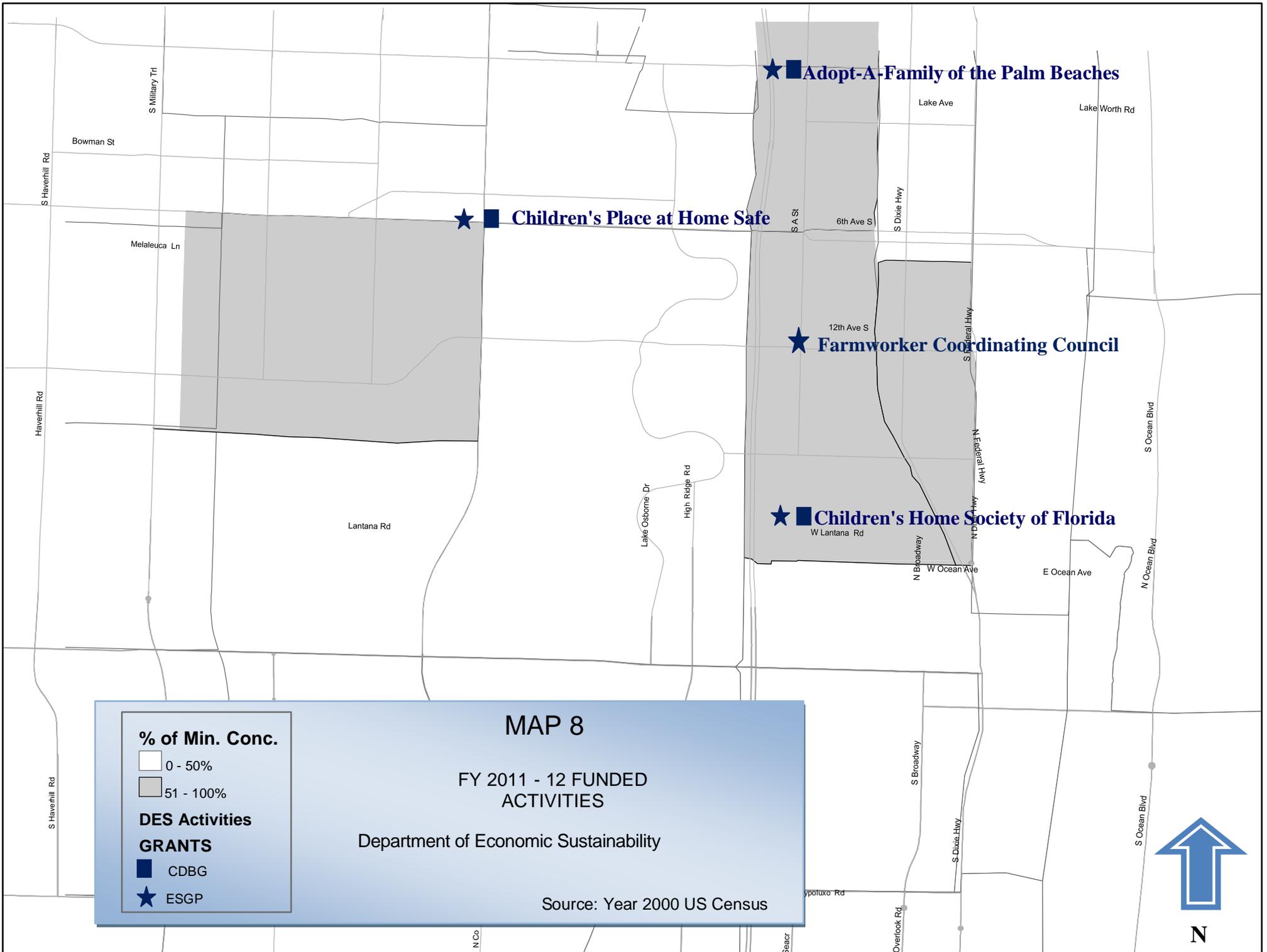
**MAP 7**

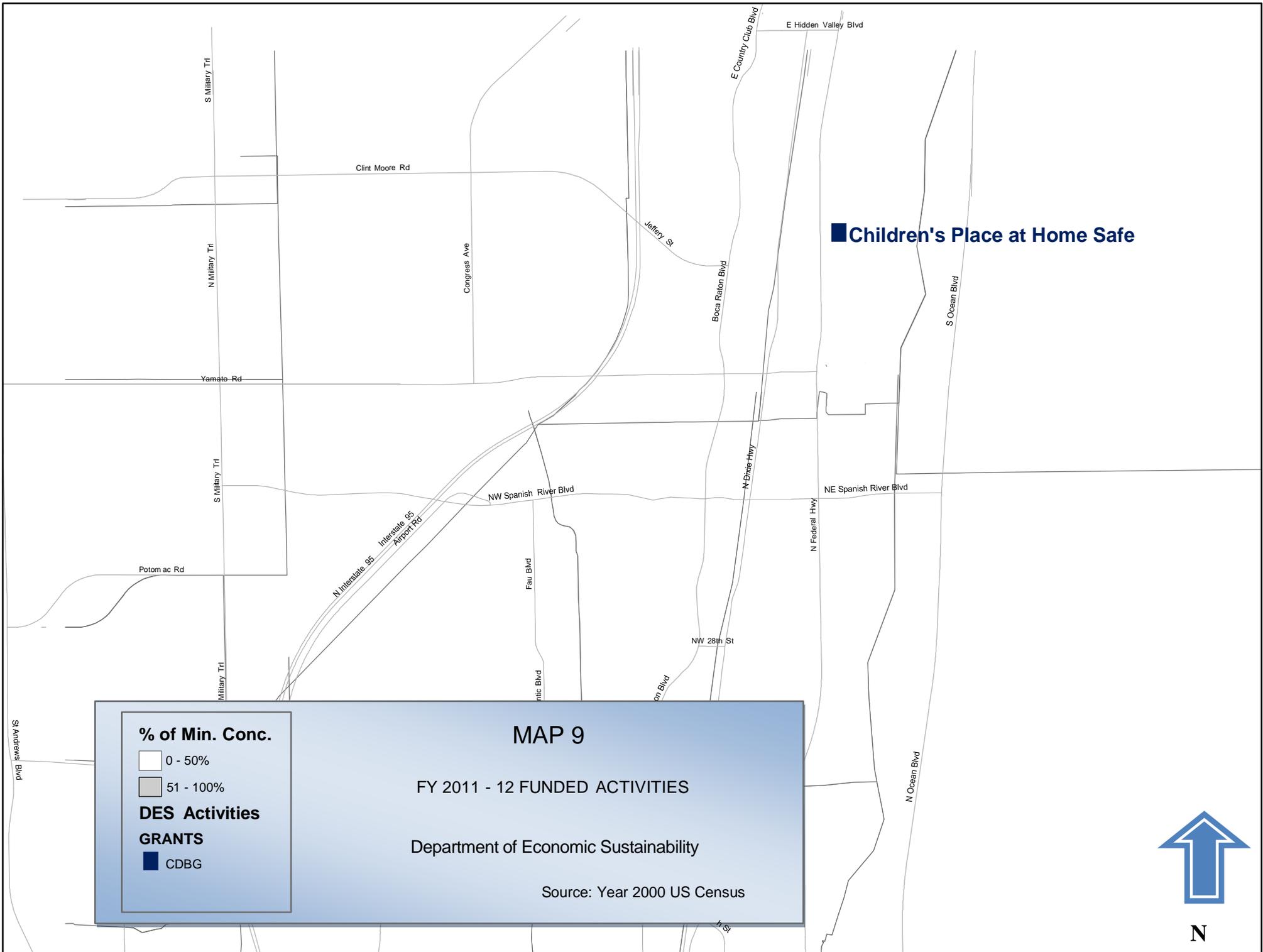
FY 2012 - 13 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census

N





■ Children's Place at Home Safe

**% of Min. Conc.**

- 0 - 50%
- 51 - 100%

**DES Activities**

**GRANTS**

- CDBG

**MAP 9**

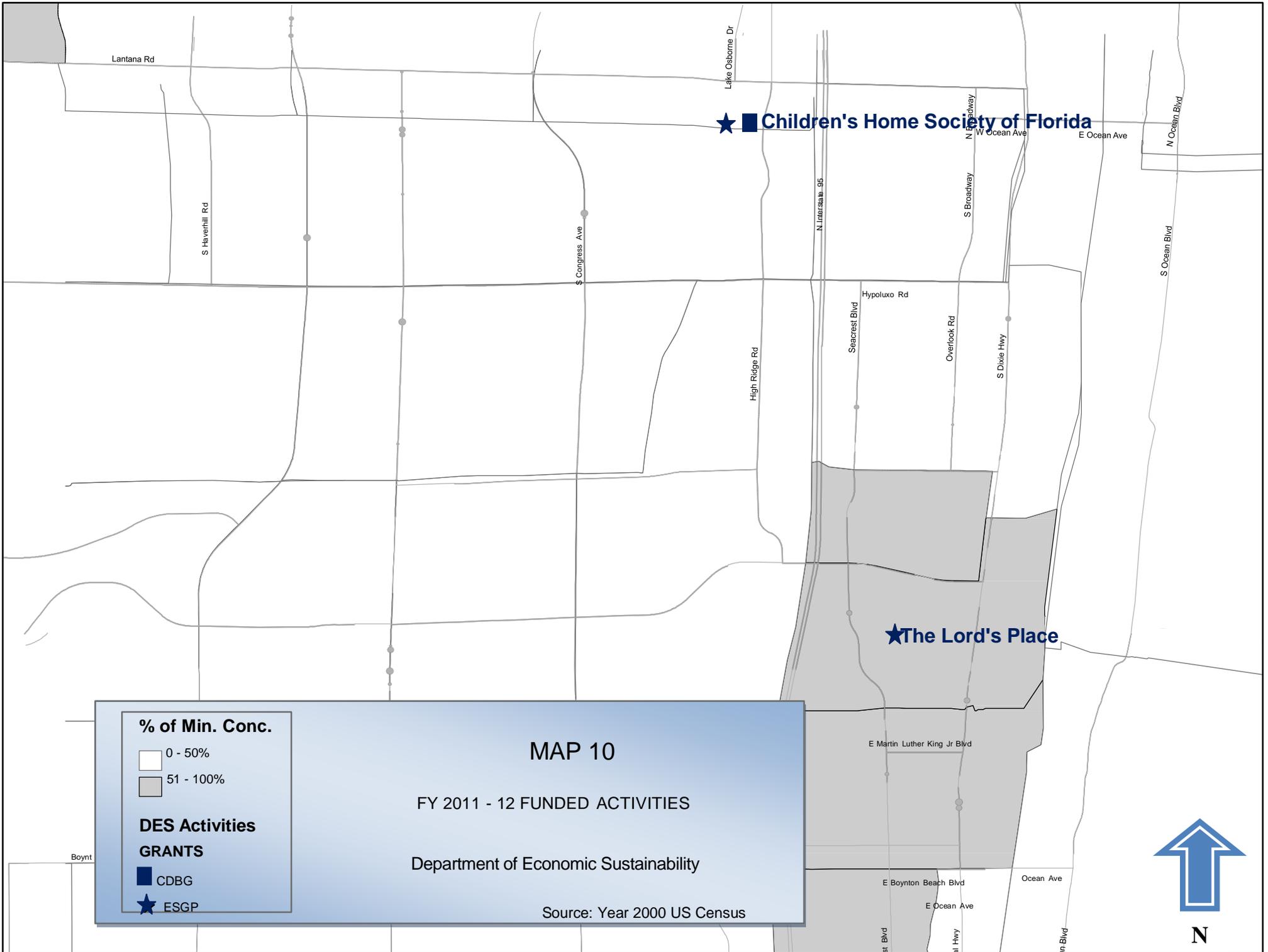
FY 2011 - 12 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census



N



**% of Min. Conc.**

- 0 - 50%
- 51 - 100%

**DES Activities**

**GRANTS**

- CDBG
- ESGP

**MAP 10**

FY 2011 - 12 FUNDED ACTIVITIES

Department of Economic Sustainability

Source: Year 2000 US Census





**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 2: Section 3 Summary Reports**





**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 6,947,028
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 50,296
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	.01 %
D. Total number of Section 3 businesses receiving contracts	3

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 76,367
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

**Part III: Summary**

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

## Listed in all bid advertisements, public notices, and e-mail.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.



**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 0
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving contracts	0

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

**Part III: Summary**

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.



**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 126,181
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 49,705
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	.40 %
D. Total number of Section 3 businesses receiving contracts	1

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 0
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 0
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	0 %
D. Total number of Section 3 businesses receiving non-construction contracts	0

**Part III: Summary**

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

## Listed in all bid advertisements, public notices, and e-mail.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.



**Part II: Contracts Awarded**

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$ 6,049,091
B. Total dollar amount of contracts awarded to Section 3 businesses	\$ 1,421,103
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	23.49 %
D. Total number of Section 3 businesses receiving contracts	6

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$ 1,396,374.59
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$ 114,000
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	8.16 %
D. Total number of Section 3 businesses receiving non-construction contracts	1

**Part III: Summary**

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

## Listed in all bid advertisements, public notices, and e-mail.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 3: Notice to Public of Availability of CAPER**



**NO. 65820  
PUBLIC NOTICE  
PALM BEACH COUNTY  
DEPARTMENT OF  
ECONOMIC SUSTAINABILITY**

The draft Palm Beach County Consolidated Annual Performance and Evaluation Report (CAPER) FY 2011-2012 is available for public review and comment. This document reviews and reports on the progress the County has made in carrying out its Five-Year Consolidated Plan and Annual Action Plan objectives, with respect to the Community Development Block Grant, Emergency Shelter Grant, and HOME Investments Partnership Programs and certain other Federal and State funded programs. Citizens, public agencies and other interested parties are invited to review the draft CAPER online at [www.pbcgov.com/des](http://www.pbcgov.com/des) or in person at the location shown below:

**Palm Beach County  
Department of Economic  
Sustainability (DES)  
100 Australian Avenue, Suite 500  
West Palm Beach, FL 33406**

**Monday – Friday 8:00 a.m. – 5:00 p.m.**  
DES will accept written comments regarding the draft CAPER on or before December 19, 2012 at the above address. The final document is available for examination by the public upon request after December 31, 2012.

**IN ACCORDANCE WITH THE  
AMERICANS WITH DISABILITIES ACT  
(ADA), THIS AD MAY BE REQUESTED  
IN AN ALTERNATE FORMAT. PLEASE  
CONTACT DES AT (561) 233-3616.**

**PUB: The Palm Beach Post  
December 5, 2012**



**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 4: IDIS Financial Summary**





Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	9,012,906.00
02 ENTITLEMENT GRANT	6,138,977.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	59,042.75
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 RETURNS	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	15,210,925.75

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	5,051,876.98
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	5,051,876.98
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,345,971.85
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	22,068.17
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	6,419,917.00
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	8,791,008.75

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	4,639,519.05
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	4,639,519.05
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	91.84%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2009 PY: 2010 PY: 2011
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	17,692,579.27
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	16,870,054.96
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	95.35%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	1,021,599.90
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	1,021,599.90
32 ENTITLEMENT GRANT	6,138,977.00
33 PRIOR YEAR PROGRAM INCOME	19,290.97
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	6,158,267.97
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	16.59%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	1,345,971.85
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	1,345,971.85
42 ENTITLEMENT GRANT	6,138,977.00
43 CURRENT YEAR PROGRAM INCOME	59,042.75
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	6,198,019.75
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	21.72%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2004	56	1828	5395907	COUNTYWIDE HOUSING REHABILITATION	14A	LMH	\$70.00
2004	71	2309	5372204	PBC ENGINEERING--CITIZEN VILLAS DESIGN	03I	LMA	\$23,043.49
2004	71	2309	5395907	PBC ENGINEERING--CITIZEN VILLAS DESIGN	03I	LMA	\$11,968.64
2004	71	2309	5422415	PBC ENGINEERING--CITIZEN VILLAS DESIGN	03I	LMA	\$1,666.78
2004	71	2309	5432684	PBC ENGINEERING--CITIZEN VILLAS DESIGN	03I	LMA	\$775.41
2005	62	2013	5372204	COUNTYWIDE REHABILITATION PROGRAM	14A	LMH	\$718.30
2005	62	2013	5432684	COUNTYWIDE REHABILITATION PROGRAM	14A	LMH	\$798.10
2006	38	2137	5432684	OAKWOOD CENTER--HVAC	03B	LMC	\$68,199.50
2006	44	2143	5422415	RIVIERA BEACH, CITY OF: 32ND STREET	03K	LMA	\$98,876.00
2006	46	2145	5372204	SEAGULL INDUSTRIES	03B	LMC	\$37,509.39
2006	46	2145	5395907	SEAGULL INDUSTRIES	03B	LMC	\$65,737.36
2006	46	2145	5422415	SEAGULL INDUSTRIES	03B	LMC	\$28,137.85
2006	46	2145	5432684	SEAGULL INDUSTRIES	03B	LMC	\$15,941.80
2006	57	2156	5395907	WESTGATE CRA--PHASE IV	03K	LMA	\$28,758.44
2006	57	2156	5446465	WESTGATE CRA--PHASE IV	03K	LMA	\$51,520.91
2006	60	2288	5372204	COMPREHENSIVE COMMUNITY CARING NETWORK	03	LMC	\$231,858.05
2007	53	2253	5395907	WEST JUPITER COMMUNITY GROUP-SALARIES	05D	LMC	\$29,678.28
2007	54	2254	5395907	WEST JUPITER COMMUNITY GROUP	03D	LMC	\$185,967.74
2007	54	2254	5422415	WEST JUPITER COMMUNITY GROUP	03D	LMC	\$20,814.78
2007	55	2255	5372204	WESTGATE/BELVEDERE HOMES CRA	03J	LMA	\$17,770.00
2007	55	2255	5395907	WESTGATE/BELVEDERE HOMES CRA	03J	LMA	\$6,575.00
2007	55	2255	5422415	WESTGATE/BELVEDERE HOMES CRA	03J	LMA	\$14,975.00
2007	55	2255	5446465	WESTGATE/BELVEDERE HOMES CRA	03J	LMA	\$150.00
2007	70	2320	5395907	PAHOKEE, CITY OF: WUD WATER MAINS	03J	LMA	\$44,517.61
2007	73	2887	5446465	Oxygen Development	18A	LMJ	\$100,000.00
2008	12	2712	5372204	EDO-Economic Development Services	18A	LMJ	\$109,418.03
2008	54	2403	5372204	WUD-CANAL POINT WATER MAIN EXTENSION	03J	LMA	\$75,194.38
2008	54	2403	5395907	WUD-CANAL POINT WATER MAIN EXTENSION	03J	LMA	\$81,265.36
2008	60	2431	5372204	PBC FACILITIES HOMELESS RESOURCE CENTER	01	LMC	\$88,223.18
2009	21	2517	5372204	HCD Rehabilitation Program	14A	LMH	\$191.47
2009	21	2517	5422415	HCD Rehabilitation Program	14A	LMH	\$141.47
2009	21	2517	5446465	HCD Rehabilitation Program	14A	LMH	\$300.00
2009	21	2630	5372204	Shavon Rahming	14A	LMH	\$8,586.55
2009	21	2715	5372204	Angela Burns	14A	LMH	\$1,953.00
2009	21	2716	5372204	Annette Kendrick	14A	LMH	\$23,125.00
2009	21	2717	5446465	Juila Gibbons	14A	LMH	\$3,092.00
2009	21	2733	5372204	Rehab - Mary Jackson	14A	LMH	\$2,415.00
2009	41	2542	5432684	Oakwood Center--HVAC (CDBG)	03P	LMC	\$99,717.18
2009	41	2542	5452891	Oakwood Center--HVAC (CDBG)	03P	LMC	\$30,336.79
2010	1	2656	5372204	Adopt-A-Family	03T	LMC	\$15,036.00
2010	3	2658	5372204	Aid to Victims of Domestic Abuse	03T	LMC	\$25,543.20
2010	5	2660	5372204	The Arc of PBC	05B	LMC	\$29,012.60
2010	10	2666	5372204	Children's Home Society	03T	LMC	\$31,775.68
2010	12	2669	5372204	The Children's Place at Home Safe	03T	LMC	\$22,042.64
2010	14	2672	5372204	Coalition for Independent Living Options	05B	LMC	\$15,750.54
2010	15	2673	5372204	Consumer Credit Counseling Services	05K	LMC	\$8,646.94
2010	17	2674	5372204	Economic Development Set-Aside	18A	LMJ	\$234,386.44



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2010	20	2679	5372204	Healthy Mothers/Healthy Babies	05M	LMC	\$50,175.50
2010	25	2684	5372204	Legal Aid Society	05J	LMC	\$56,065.32
2010	26	2685	5372204	Lord's Place - Job Ready Program	05H	LMC	\$16,771.23
2010	29	2688	5372204	McCurdy Senior Housing Corporation	05A	LMC	\$34,118.36
2010	30	2689	5372204	City of Pahokee - Activity Delivery	14H	LMH	\$26,935.00
2010	31	2690	5372204	PBC Engineering Services - Ohio Road	03K	LMA	\$12,536.05
2010	31	2690	5395907	PBC Engineering Services - Ohio Road	03K	LMA	\$2,867.74
2010	31	2690	5422415	PBC Engineering Services - Ohio Road	03K	LMA	\$20,316.47
2010	31	2690	5432684	PBC Engineering Services - Ohio Road	03K	LMA	\$5,673.90
2010	31	2690	5446465	PBC Engineering Services - Ohio Road	03K	LMA	\$48,891.60
2010	32	2691	5372204	PBC Housing Authority - Drexel House Apts	14C	LMH	\$1,431.46
2010	34	2693	5372204	HCD Countywide Rehabilitation Program	14A	LMH	\$10,611.68
2010	34	2693	5422415	HCD Countywide Rehabilitation Program	14A	LMH	\$276.80
2010	34	2693	5432684	HCD Countywide Rehabilitation Program	14A	LMH	\$32.49
2010	34	2693	5446465	HCD Countywide Rehabilitation Program	14A	LMH	\$575.00
2010	34	2693	5452891	HCD Countywide Rehabilitation Program	14A	LMH	\$67.90
2010	34	2719	5372204	Alice Arida	14A	LMH	\$6,960.00
2010	34	2732	5422415	Rehab - Miguel Rosado	14A	LMH	\$8,250.00
2010	34	2753	5372204	Carlos Flores	14A	LMH	\$10,980.00
2010	34	2754	5372204	Preston & Juanita Boyce	14A	LMH	\$21,287.00
2010	34	2754	5422415	Preston & Juanita Boyce	14A	LMH	\$8,736.30
2010	34	2755	5372204	Donna & Victor Higgins	14A	LMH	\$10,300.00
2010	34	2811	5372204	Costanza Barillia	14A	LMH	\$7,205.00
2010	34	2812	5372204	Brenda Walker	14A	LMH	\$22,200.00
2010	34	2813	5372204	Clifford Dixon and Lasonya Martin	14A	LMH	\$16,580.05
2010	34	2813	5395907	Clifford Dixon and Lasonya Martin	14A	LMH	\$17,700.95
2010	34	2814	5372204	Geraldine Jones	14A	LMH	\$9,026.00
2010	34	2814	5395907	Geraldine Jones	14A	LMH	\$25,729.00
2010	34	2874	5395907	Thelma Smith	14A	LMH	\$7,200.00
2010	34	2874	5422415	Thelma Smith	14A	LMH	\$14,930.00
2010	34	2875	5395907	Rosa Petty	14A	LMH	\$34,497.00
2010	34	2876	5395907	Otoniel and Annie Marin	14A	LMH	\$25,292.00
2010	37	2696	5372204	HCD Project Implementation	14H	LMH	\$174,994.81
2010	39	2697	5372204	PBC WUD - Pahokee Wastewater Treatment Plant	03J	LMA	\$99,388.55
2010	39	2697	5395907	PBC WUD - Pahokee Wastewater Treatment Plant	03J	LMA	\$9,740.75
2010	40	2698	5372204	Place of Hope	05N	LMC	\$15,962.90
2010	41	2699	5372204	Redlands Christian Migrant Association	05L	LMC	\$11,357.40
2010	42	2701	5372204	The Salvation Army	03T	LMC	\$7,153.00
2010	44	2703	5372204	Seagull Industries for the Disabled	05B	LMC	\$43,191.78
2010	45	2704	5372204	Sickle Cell Foundation	05M	LMC	\$28,995.60
2010	48	2707	5372204	Urban League of PBC	05U	LMC	\$25,920.00
2010	50	2709	5372204	West Jupiter Community Group	05D	LMC	\$25,365.48
2010	52	2700	5372204	City of Riviera Beach - W 35th Street Reconstruction	03K	LMA	\$88,266.97
2010	52	2700	5422415	City of Riviera Beach - W 35th Street Reconstruction	03K	LMA	\$33,485.18
2010	52	2700	5432684	City of Riviera Beach - W 35th Street Reconstruction	03K	LMA	\$177,225.71
2011	17	2843	5395907	Countywide Housing Rehabilitation Program	14A	LMH	\$2,380.04
2011	17	2843	5422415	Countywide Housing Rehabilitation Program	14A	LMH	\$750.00
2011	17	2881	5422415	Willie Hoskins	14A	LMH	\$39,737.00
2011	17	2882	5422415	Joshua & Mary Harris	14A	LMH	\$15,100.00
2011	17	2882	5432684	Joshua & Mary Harris	14A	LMH	\$34,600.00
2011	17	2883	5422415	Renee Davis	14A	LMH	\$34,603.00
2011	17	2884	5432684	Catherine MCRath and Annie White	14A	LMH	\$2,475.00
2011	17	2885	5432684	Fannie Hammond	14A	LMH	\$23,870.00
2011	17	2886	5432684	Roy O. and Barbara Allen Williams	14A	LMH	\$20,217.00
2011	17	2888	5446465	Mattie Crawford	14A	LMH	\$17,587.60
2011	19	2836	5395907	City of Belle Glade-Lake Shore Civic Center	03F	LMA	\$2,500.00
2011	19	2836	5422415	City of Belle Glade-Lake Shore Civic Center	03F	LMA	\$10,892.55



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2011	20	2860	5446465	Palm Beach County Water Utilities-Seminole Manor Sanitary Sewer	03J	LMA	\$19,812.00
2011	20	2861	5422415	Palm Beach County Water Utilities-South Bay Re-pump Project	03J	LMA	\$5,725.28
2011	20	2861	5432684	Palm Beach County Water Utilities-South Bay Re-pump Project	03J	LMA	\$12,732.62
2011	20	2861	5446465	Palm Beach County Water Utilities-South Bay Re-pump Project	03J	LMA	\$5,762.58
2011	21	2815	5422415	Adopt-A-Family Housing Stabilization Program	05S	LMH	\$5,854.24
2011	21	2817	5395907	Aid to Victims of Domestic Abuse, Inc.	05G	LMC	\$11,674.08
2011	21	2817	5422415	Aid to Victims of Domestic Abuse, Inc.	05G	LMC	\$8,683.20
2011	21	2817	5446465	Aid to Victims of Domestic Abuse, Inc.	05G	LMC	\$8,134.47
2011	21	2817	5452891	Aid to Victims of Domestic Abuse, Inc.	05G	LMC	\$3,738.60
2011	21	2822	5422415	Children's Case Management -Kin Support Project	05D	LMC	\$10,774.25
2011	21	2822	5446465	Children's Case Management -Kin Support Project	05D	LMC	\$2,154.85
2011	21	2823	5422415	Children's Home Society of Florida - Transitions Home	05	LMC	\$21,280.00
2011	21	2825	5395907	The Children's Place at Home Safe, Inc	05N	LMC	\$17,269.20
2011	21	2825	5422415	The Children's Place at Home Safe, Inc	05N	LMC	\$10,704.15
2011	21	2825	5446465	The Children's Place at Home Safe, Inc	05N	LMC	\$11,153.70
2011	21	2825	5452891	The Children's Place at Home Safe, Inc	05N	LMC	\$5,787.45
2011	21	2827	5422415	Coalition for Independent Living Options-DINE Program	05B	LMC	\$8,254.71
2011	21	2827	5432684	Coalition for Independent Living Options-DINE Program	05B	LMC	\$10,400.12
2011	21	2827	5446465	Coalition for Independent Living Options-DINE Program	05B	LMC	\$5,993.34
2011	21	2834	5422415	The Arc of Palm Beach County, Inc. - PAVE Program	05B	LMC	\$21,117.80
2011	21	2834	5446465	The Arc of Palm Beach County, Inc. - PAVE Program	05B	LMC	\$11,782.70
2011	21	2840	5422415	FoundCare, Inc.	05M	LMC	\$27,887.22
2011	21	2845	5422415	JAY Ministries	05F	LMC	\$8,544.68
2011	21	2845	5446465	JAY Ministries	05F	LMC	\$2,138.18
2011	21	2849	5395907	Legal Aid Society of Palm Beach County-Fair Housing Project	05J	LMC	\$60,083.20
2011	21	2849	5422415	Legal Aid Society of Palm Beach County-Fair Housing Project	05J	LMC	\$22,531.20
2011	21	2849	5432684	Legal Aid Society of Palm Beach County-Fair Housing Project	05J	LMC	\$16,522.88
2011	21	2849	5446465	Legal Aid Society of Palm Beach County-Fair Housing Project	05J	LMC	\$12,016.64
2011	21	2850	5422415	The Lord's Place-Cafe Joshua	05H	LMCSV	\$21,450.00
2011	21	2850	5446465	The Lord's Place-Cafe Joshua	05H	LMCSV	\$2,145.00
2011	21	2852	5395907	Place of Hope, Inc. - Residential Child Caring Campus	05N	LMC	\$9,702.99
2011	21	2852	5422415	Place of Hope, Inc. - Residential Child Caring Campus	05N	LMC	\$5,938.92
2011	21	2852	5446465	Place of Hope, Inc. - Residential Child Caring Campus	05N	LMC	\$6,471.09
2011	21	2852	5452891	Place of Hope, Inc. - Residential Child Caring Campus	05N	LMC	\$3,304.80
2011	21	2853	5395907	Redlands Christian Migrant Association-Belle Glade Child Development Center	05L	LMC	\$3,660.80
2011	21	2853	5422415	Redlands Christian Migrant Association-Belle Glade Child Development Center	05L	LMC	\$4,198.40
2011	21	2853	5432684	Redlands Christian Migrant Association-Belle Glade Child Development Center	05L	LMC	\$4,303.36
2011	21	2853	5446465	Redlands Christian Migrant Association-Belle Glade Child Development Center	05L	LMC	\$2,105.60
2011	21	2855	5422415	The Salvation Army-Center of Hope	03T	LMC	\$5,628.70
2011	21	2855	5432684	The Salvation Army-Center of Hope	03T	LMC	\$1,183.49
2011	21	2855	5446465	The Salvation Army-Center of Hope	03T	LMC	\$1,129.59
2011	21	2856	5422415	Seagull Industries for the Disabled - Achievement Center and Work Makes Cents Programs	05B	LMC	\$26,964.73
2011	21	2856	5432684	Seagull Industries for the Disabled - Achievement Center and Work Makes Cents Programs	05B	LMC	\$6,165.55
2011	21	2856	5446465	Seagull Industries for the Disabled - Achievement Center and Work Makes Cents Programs	05B	LMC	\$4,829.00
2011	21	2857	5395907	Sickle Cell Foundation of Palm Beach County-Glades Area Project	05M	LMC	\$9,843.84
2011	21	2857	5422415	Sickle Cell Foundation of Palm Beach County-Glades Area Project	05M	LMC	\$6,562.56



Office of Community Planning and Development  
 U.S. Department of Housing and Urban Development  
 Integrated Disbursement and Information System  
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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2011	21	2857	5432684	Sickle Cell Foundation of Palm Beach County-Glades Area Project	05M	LMC	\$3,281.28
2011	21	2857	5446465	Sickle Cell Foundation of Palm Beach County-Glades Area Project	05M	LMC	\$3,281.28
2011	21	2857	5452891	Sickle Cell Foundation of Palm Beach County-Glades Area Project	05M	LMC	\$3,007.84
2011	21	2858	5422415	Urban League of Palm Beach County-Comprehensive Housing Counseling Program	05	LMC	\$38,587.20
2011	21	2859	5422415	Vita Nova, Inc.	05D	LMC	\$12,500.00
2011	21	2859	5452891	Vita Nova, Inc.	05D	LMC	\$6,250.00
2011	21	2862	5422415	West Jupiter Community Group	05D	LMC	\$12,060.57
2011	23	2844	5395907	PBC Project Implementation Costs	14H	LMH	\$161,942.44
2011	23	2844	5422415	PBC Project Implementation Costs	14H	LMH	\$46,749.32
2011	23	2844	5432684	PBC Project Implementation Costs	14H	LMH	\$7,666.64
2011	23	2844	5446465	PBC Project Implementation Costs	14H	LMH	\$31,166.31
2011	23	2844	5452891	PBC Project Implementation Costs	14H	LMH	\$16,928.98
2011	23	2851	5422415	City of Pahokee-Activity Delivery	14H	LMH	\$38,566.00
2011	23	2851	5432684	City of Pahokee-Activity Delivery	14H	LMH	\$3,506.00
2011	23	2851	5452891	City of Pahokee-Activity Delivery	14H	LMH	\$7,035.00
2011	24	2838	5395907	Palm Beach County Set-Aside Program	18A	LMJ	\$71,310.00
2011	24	2838	5422415	Palm Beach County Set-Aside Program	18A	LMJ	\$42,790.00
2011	24	2838	5432684	Palm Beach County Set-Aside Program	18A	LMJ	\$19,016.00
2011	24	2838	5446465	Palm Beach County Set-Aside Program	18A	LMJ	\$14,258.00
2011	24	2838	5452891	Palm Beach County Set-Aside Program	18A	LMJ	\$133,352.43
Total							\$4,639,519.05



**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 5: Cumulative Performance Measurement Matrix**



**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

**GOAL: DECENT HOUSING** – This statutory program goal includes retaining the affordable housing stock; increasing the availability of affordable permanent housing in standard condition low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status or disability; providing affordable housing that is accessible to job opportunities; assisting homeless persons obtain affordable housing; assisting persons at risk of becoming homeless; and increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
<b>1</b>	<b>RENTAL HOUSING OBJECTIVES</b>																
<b>1.1</b>	<b>Increase the supply of affordable rental housing:</b>																
	a. Production of new rental units: - reconstruction	0-30%	41	0	0	6	0									NSP2	DH-2- Affordability of decent housing
		31-50%	49	0	0	41	0										
		51-80%	74	0	0	0	0										
		81-120%	0	0	0	0	0										
	<b>Subtotal</b>		<b>164</b>	<b>0</b>	<b>0</b>	<b>47</b>	<b>0</b>							<b>29%</b>			
	b. Acquisition of residential properties to create rental units:	0-30%	4	0	6	6	24								NSP2		
		31-50%	3	3	6	31	16										
		51-80%	9	9	5	25	15										
		81-120%	0	0	0	0	0										
	<b>Subtotal</b>		<b>16</b>	<b>12</b>	<b>17</b>	<b>62</b>	<b>55</b>							<b>450%</b>			
<b>1.2</b>	<b>Improve the quality of affordable rental housing:</b>																
	a. Rehabilitation of existing rental units	0-30%	109	109	5	0	215								DRI	DH-3 Sustainability of decent housing	
		31-50%	12	0	7	0	0										
		51-80%	12	0	10	0	0										
		81-120%	0	0	0	0	0										
	<b>Subtotal</b>		<b>133</b>	<b>109</b>	<b>22</b>	<b>0</b>	<b>215</b>							<b>178 %</b>			
<b>1.3</b>	<b>Improve access to affordable rental housing:</b>																
	a. Rental Assistance	0-30%	869	321	258	127	116								Sec 8 FUP	DH-1 Availability/Ac cessibility of decent housing	
		31-50%	45	17	0	0	0										
		51-80%	0	0	0	0	0										
		81-120%	0	0	0	0	0										
	<b>Subtotal</b>		<b>914</b>	<b>338</b>	<b>258</b>	<b>127</b>	<b>116</b>							<b>41%</b>			
	<b>TOTAL RENTERS</b>		<b>1227</b>	<b>459</b>	<b>297</b>	<b>236</b>	<b>386</b>							<b>56%</b>			

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/Objective*
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year											
				FY 11		FY12		FY 13		FY 14		FY15			
P	A	P	A	P	A	P	A	P	A						
2	<b>OWNER HOUSING OBJECTIVES</b>														
2.1	<b>Increase the availability of affordable owner housing</b>														
	a. Production of new owner units	0-30%	0	0	0	0	0								DH-2 Affordability of decent Housing
		31-50%	0	0	0	0	0								
		51-80%	0	0	0	0	0								
		81-120%	0	0	0	0	0								
	<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					<b>0</b>			
	b. Acquisition of existing owner units	0-30%	21	1	2	0	11							HOME NSP1 NSP2 NSP3 HTF SHIP	DH-1 Availability/ Accessibility of decent housing
		31-50%	37	7	44	5	54								
		51-80%	60	9	68	0	61								
		81-120%	2	2	4	0	18								
	<b>Subtotal</b>		<b>120</b>	<b>19</b>	<b>118</b>	<b>5</b>	<b>144</b>					<b>219%</b>			
2.2	<b>Improve the quality of owner housing</b>														
	a. Rehabilitation of existing owner units	0-30%	49	9	5	15	4							CDBG SHIP	DH-3 Sustainability of decent housing
		31-50%	63	23	7	25	11								
		51-80%	66	46	10	22	5								
		81-120%	9	9	0	0	0								
	<b>Subtotal</b>		<b>187</b>	<b>87</b>	<b>22</b>	<b>62</b>	<b>20</b>					<b>22%</b>			
2.3	<b>Improve access to affordable owner housing</b>														
	a. Homeownership assistance	0-30%	43	8	0	6	n/a							<i>included under 2.1b</i>	DH-1 Availability/ Accessibility of decent housing
		31-50%	105	29	25	18	n/a								
		51-80%	167	49	56	50	n/a								
		81-120%	78	20	0	45	n/a								
	<b>Subtotal</b>		<b>393</b>	<b>106</b>	<b>81</b>	<b>119</b>	<b>n/a</b>								
	<b>Total Owners</b>		<b>700</b>	<b>212</b>	<b>221</b>	<b>186</b>	<b>164</b>					<b>55%</b>			
2.4	<b>Improve access to affordable owner housing for minorities</b>														
		0-120%												HOME, NSP, CDBG, HPRP, SHIP, Sec 8,	DH-1 & DH-2

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
3	HOMELESS OBJECTIVES																
3.1	Increase the number of homeless persons moving into permanent housing	0-80%	4,755	951	631	122	341								20%	HPRP CDBG	DH-2 Affordability of decent Housing
3.2	Provide services including temporary and transitional housing to homeless persons	0-80%	5,735	1,147	2,312	879	2,326								81%	CDBG ESGP	DH-1 & DH-2
3.3	Assist persons at risk of becoming homeless	0-80%	4,530	906	914	989	453								30%	HPRP ESGP	DH-1 Availability/ Accessibility of decent housing
3.4	End chronic homelessness*	0-80%	255	0	193	275	137								129%	ESP- Salvation Army CDBG	DH-1 Availability/ Accessibility of decent housing
<b>TOTAL HOMELESS</b>			<b>15,020</b>	<b>3,004</b>	<b>3,865</b>	<b>2,265</b>	<b>3,257</b>							<b>47%</b>			

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A	Programs					
4	Special Needs Objectives																
4.1	Increase range of housing options & related services for persons with special needs. <i>Performance Measurement: Number of housing units offering supportive services to persons with special needs.</i>	0-80%	1500	293	232	300	277								34%	CDBG	DH-1 Availability/ Accessibility of decent housing
4.2	Increase funding for home improvement aimed at reducing structural barriers. <i>Performance Measurement: Number of housing units made accessible for persons with disabilities.</i>	0-80%	0	0	3	0	0								300%		DH-1 Availability/ Accessibility of decent housing
<b>TOTAL SPECIAL NEEDS</b>			<b>0</b>	<b>293</b>	<b>232</b>	<b>300</b>											

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

**GOAL: SUITABLE LIVING ENVIRONMENT:** This statutory goal includes: improving the safety and livability of neighborhoods of neighborhoods; eliminating blighting influences and the deterioration of property and facilities; increasing access to quality public and private facilities and services; reducing the isolation of income groups within areas through spatial de-concentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods; restoring and preserving properties of special of special historic, architectural, or aesthetic value; and conserving energy resources and use of renewable energy sources

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs \$
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
5.1	Improve the community through acquisition/disposition/long term leasing for a public purpose. <i>Performance Indicator: Number of properties acquired.</i>	0-80%	0	0	0	0	0								n/a		SL-3 Sustainability of suitable living environment
5.2	Improve the community by eliminating blighting influences																
	a. Demolition and Clearance <i>Performance Indicator: number of structures to be demolished</i>	Spot Blight	85	15	5	10	10								18%	CDBG	SL-3 Sustainability of suitable living environment
	b. Restore, preserve, document properties of historic architectural or aesthetic value. <i>Performance Indicator: Number of structures to be preserved</i>	Spot Blight or Low/Mod	1	0	0	0	0								0%		
	c. Fund non-residential historic preservation <i>Performance Indicator: number of structures to be preserved</i>	Spot Blight or Low/Mod	0	0	0	0	0								n/a		
	d. Consult with SHPO for eligible residential and non-residential structures, and vacant land <i>Performance Indicator: Number of Properties &gt;50 yrs old including vacant land to be submitted for review.</i>	Slum Blight/; Spot Blight/ or Low/Mod	n/a	8	35	17	68								n/a		
	<b>Total</b>		86	23	40	27	78										

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
<b>6</b>	<b>INFRASTRUCTURE OBJECTIVES</b>																
<b>6.1</b>	<b>Infrastructure Improvement: Improve quality/increase quantity of public improvements for lower income persons</b>																
	a. Fund water/sewer projects <i>Performance Indicator: Number of Projects/ number of persons provided with new access to the improvements.</i>	0-80%	14 Projects/ 76,206 Persons	3/ 8,335	3/ 10,506	4/ 6,720	4/ 19,197								50%/ 39%	CDBG CDBG-R DRI	SL-1 Availability/ Accessibility to suitable living environment
	b. Fund Street improvement projects <i>Performance Indicator: Number of Persons provided with new access to the improvements</i>	0-80%	8/ 22,263	3/ 4,917	4/ 1,480	1/ 225	1/ 172								63%/ 7%	CDBG	SL-3 Sustainability of suitable living environment
	c. Fund sidewalk projects <i>Performance Indicators: Number of projects/persons with improved quality of living environment</i>	0-80%	0	0	0	2/ 1054	0								0	CDBG	SL-1 Availability/ Accessibility to suitable living environment
	d. Fund soil waste disposal projects <i>Performance Indicator: Number of persons provided with new access to the improvements</i>	0-80%	0	0	0	0	0								0		SL-3 Sustainability of suitable living environment
	e. Fund flood and drainage projects <i>Performance Indicator: Number of persons with improved quality of living environment</i>	0-80%	7/ 6,519	2/ 1,431	0	2/ 176	0								0	CDBG DRI	SL-1 Availability/ Accessibility to suitable living environment
	f. Fund tree planting/beautification projects <i>Performance Indicator: Number of persons with improved quality of living environment</i>	0-80%	0	0	0	1/ 0	0								0		SL-3 Sustainability of suitable living environment
	<b>Total</b>		<b>29/ 104,988</b>	<b>8/ 14683</b>	<b>7/ 11986</b>	<b>10/ 8,175</b>	<b>5/ 19369</b>								<b>41%/ 30%</b>		

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
7	<b>PUBLIC FACILITIES OBJECTIVES</b>																
7.1	<b>Improve quality/increase quantity of neighborhood facilities for lower income persons</b>																
	a. Fund senior center projects <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	0	0	0	0	0								n/a		SL-1 Availability/ Accessibility to suitable living environment
	b. Fund center for persons with disabilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	0	0	0	0	1/115								n/a	CDBG	
	c. Fund projects to remove architectural barriers <i>Performance Indicator: Number of persons provided with improved quality of living environment</i>	0-80%	0	0	0	0	0								n/a		SL-3 Sustainability of suitable living environment
	d. Fund homeless facilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	1	1	0	0	1/ 1,766								100%	NSP1	
	e. Fund youth centers <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	1	1	0	0	1/100								100%	CDBG	
	f. Fund child care centers <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	0	0	0	0	0								n/a		SL-1 Availability/ Accessibility to suitable living environment
	g. Fund health care facilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	0	0	1/ 3,000	0	0								n/a		
	h. Fund neighborhood/multipurpose facilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	13/ 52,625	2/ 4,995	1/ 4,521	1/ 5,668	2/ 4,789								23% 18%	CDBG	
	i. Fund Parks and recreational facilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	5/ 53,350	1/ 205	2/ 5,084	0	0								40%/ 10%		SL-1 Availability/ Accessibility to suitable living environment
	j. Fund parking facilities	0-80%	0	0	0	0	0								n/a		

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*	
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal
				FY 11		FY12		FY 13		FY 14		FY15				
P	A	P	A	P	A	P	A	P	A	P	A	Programs				
7	PUBLIC FACILITIES OBJECTIVES															
	<i>Performance Indicator: Number of persons provided with new access to a facility</i>															
	k. Fund other public facilities <i>Performance Indicator: Number of persons provided with new access to a facility</i>	0-80%	1/ 3,822	1/ 3,822	0	0	0							n/a		
	<b>Total</b>		21/ 109797	6/ 9022	4/ 12606	1/ 5668	4/ 6655							38%/ 18%		

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
8	<b>PUBLIC SERVICE OBJECTIVES</b>																
8.1	<b>Improve quality/increase quantity of public service activities for lower income persons</b>																
	a. Fund senior service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	635	98	106	0	0									17%	
	b. Fund projects that service the disabled <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	2,249	445	431	385	393									37%	CDBG-ARC, CILO, Seagull
	c. Fund youth services projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	4,100	260	186	250	260									11%	CDBG- CCM, WJCG
	d. Fund child care services <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	1,069	110	97	110	89									17%	CDBG-RCMA
	e. Fund substance abuse service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	150	0	0	0	0									0	
	f. Fund employment training service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	1,000	0	0	381	329									33%	CDBG- Lord's PI. @ ARC
	g. Fund health service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	7,800	1,102	1,036	7,220	845									24%	CDBG-Sickle C @ Foundcare
	h. Fund Crime/Awareness prevention projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	0	0	0	0	0									n/a	

SL-1  
Availability/  
Accessibility  
to suitable  
living  
environment

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A								
8	<b>PUBLIC SERVICE OBJECTIVES</b>																
	i. Fund domestic violence service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	150	32	30	738	1,161								794%	CDBG ESGP- AVDA, YWCA	SL-1 Availability/ Accessibility to suitable living environment
	j. Fund abused and neglected children service projects <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	700	126	189	134	217								58%	CDBG, ESGP- Home Safe, Place of Hope	
	k. Fund housing related services <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	17,500	2,487	1,487	2,664	938								14%	CDBG CDBG-R- Urban League, Legal Aid	
	l. Fund homeless services <i>Performance Indicator: Number of persons with access to new/improved services</i>	0-80%	1480	402	431	504	52								33%	CDBG, ESGP	
<b>Total</b>																	

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/ Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	Programs
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
9	ECONOMIC OPPORTUNITIES OBJECTIVES																
9.1	Remediate and redevelop brownfields																
		Slum/Blight	0	0	0	0	0							n/a		EO-1 Availability/ Accessibility to create economic opportunity	
9.2	Improve economic opportunities for low-income persons by creating/ retaining jobs																
	a. Fund Public facilities and improvement projects that will create and/or retain jobs <i>Performance Indicator: Number of jobs created or retained.</i>	0-80%	35/300	4/52	5/31.8	0	0							14% 11%		EO-3 Sustainability to create economic opportunity	
	b. Economic development assistance to businesses and access to capital/credit for development <i>Performance Indicator: (i) Number of businesses assisted/(ii) Number of jobs created/retained.</i>	0-80%	40/700	49/36.5	n/a	7/482	29/3,000							73% 449%	Ad Valorem JGI CDBG Section 108 BEDI	EO-1 & EO-3	
	c. Establishment, stabilization and expansion of small businesses (including micro businesses) <i>Performance Indicator: Number of businesses established/ stabilized; and jobs created</i>	0-80%	525	25 FTE	41/36.5	30 FTE	29/34.5							14%	CDBG Economic Development Set Aside	EO-3 Sustainability to create economic opportunity	
	d. The provision of public services concerned with employment, <i>Performance Indicator: Number of persons with access to employment services</i>	0-80%	0	117	161	381	329							n/a	CDBG- Lord's Place, ARC, Seagull	EO-1 Availability/ Accessibility to create economic opportunity	

**COMPREHENSIVE PERFORMANCE MEASUREMENT CUMULATIVE TABLE:  
ASSESSMENT OF HOUSING AND COMMUNITY DEVELOPMENT GOALS AND OBJECTIVES (FY 2011-12)**

Obj. #	Specific Objectives & Activity Type	Income Group	Five Year, Yearly Objectives, Yearly Accomplishments and Percentage of 5 Year Plan. Performance Indicators: HH Assisted											Sources of Funds	Outcome/Objective*		
			Five Year Goal	Yearly Proposed (P) and Actual (A) Accomplishments per Year												Cum % of Five Year Goal	
				FY 11		FY12		FY 13		FY 14		FY15					
P	A	P	A	P	A	P	A	P	A	P	A						
9	<b>ECONOMIC OPPORTUNITIES OBJECTIVES</b>																
	e. The provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the Plan. <i>Performance Indicator: Number of jobs created in the program area as indicated by Section 3 Reports.</i>	0-80%	N/A	0	N/A	-----										Section 3 Reports	EO-1 Availability/ Accessibility to create economic opportunity
	f. Availability of mortgage financing for low income persons at reasonable rated using non-discriminatory lending practices. <i>Performance Indicator: Number of loans processed* (Reported under objective 2.3)</i>	0-80%	106	125	118	---	85							272%		NSP1 NSP2 NSP3 HOME SHIP	EO-2 Affordability to create economic opportunities
<b>Total</b>																	

OUTCOME/OBJECTIVE CODES			
	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

## **VI. OTHER ATTACHMENTS AND NARRATIVES**

### **Appendix 6: SHIP Narrative**

The William E. Sadowski Affordable Housing Act was signed into law on July 7, 1992 and subsequently incorporated into Chapter 420 of the Florida Statutes. This legislation established a dedicated revenue source for affordable housing, part of which is distributed by the State to various local governments through the State Housing Initiatives Partnership (SHIP) Program. In order for counties to qualify for SHIP funds, an affordable housing ordinance containing specific provisions must be adopted.

Palm Beach County adopted its “Affordable Housing Ordinance” on May 18, 1993. The Affordable Housing Ordinance contained the required provisions of creating an affordable housing assistance trust fund; of establishing a local housing assistance program to be implemented by a local housing partnership; of designating the responsibility for the implementation and administration of the local housing assistance program; and of creating the affordable housing advisory committee.

Although, there was no funding allocation for the prior FY 2010-2011, the remaining SHIP funding from previous distributions and program income, will fund five programs: Utility Connection/Impact Fee Program, Purchase Assistance Program, Owner Occupied Rehabilitation, Foreclosure Prevention Program and Rental Re-entry Assistance Program.

The following is a breakdown of the accomplishments for fiscal year 2011-2012.

#### **Utility Connection/Impact Fee Program**

This is a direct benefit program providing assistance to low and very-low income households. Eligible low and very-low income households may receive assistance for the payment of impact fees and/or sewer and water connection fees charged by local governments. The assistance can also be provided to eligible households for payment of utility connection fees and road impact fees for new municipal improvements. During FY 2011-2012, no assistance was provided under this program, however, applications are in process for next year.

#### **Purchase Assistance Program**

This program provides very low, low, and moderate income households with second mortgage subsidy assistance for purchasing a home. Assistance may be used for acquisition of new construction; or for acquisition in conjunction with needed rehabilitation. The assistance is provided in the form of a deferred loan. During FY 2011-2012, sixteen (16) households were provided second mortgage subsidy assistance under the SHIP Purchase Assistance Program.

#### **Housing Rehabilitation/Barrier Free Program**

This program provides home repair assistance to very low, low, and moderate income-eligible owner-occupied applicants (structure of one to four dwelling units) for substantial rehabilitation, emergency repair to correct code violations or incipient items that will become

a code violation. This strategy will also fund water and or sewer connections to include assessments from local municipalities charged by local governments for new improvements, home modification and architectural barrier removal. The Housing Rehabilitation/Barrier Free Program assisted five (5) homeowners, serving three (3) very low and two (2) low income households in FY 2010-11. \$94,925 was expended.

### **Foreclosure Prevention Program**

This program provides funding to income eligible single family owner occupied households who are facing foreclosure, to preserve and maintain homeownership. The goal of this program is to avoid foreclosure by paying the maximum award amount to assist with delinquent mortgage payments (PITI), including late fees, attorney's fees, homeowners' association payments, special assessments, other foreclosure associated costs, and property taxes and homeowners insurance. The Foreclosure Assistance Program assisted six (6) low and very-low income homeowners who faced foreclosure due to delinquent mortgages during FY 2011-2012. \$97,000 was expended.

### **First Mortgage Loan Assistance Program**

This program will provide first mortgage loan assistance to individuals and households earning up to 120% of the area median income. SHIP funds will be used with the goal of expanding homeownership opportunities. Maximum loan amounts are based upon established affordability guidelines. Purchase price cannot exceed 95% of Federal Housing Administration (FHA) median sales price. The First Mortgage Loan Assistance Program assisted twenty-three (23) households during FY 2011-2012. \$353,688 was expended.

### **HOME Match Program**

Funding under this program will be used to provide the local required dollar match for the federal HOME program. Financial assistance will be provided to very low and low income first time homebuyers. During FY 2011-2012, a total of \$432,338 was expended under the SHIP Match program. SHIP funds serve as the matching contribution and are used to implement the Countywide First-Time Homebuyers and CHDO-related program activities.

### **Rental Housing Entry Program**

The program is administered by Palm Beach County Community Services Division. This program provides financial assistance to eligible extremely low, very low, and low-income households to pay for rental security deposits, utility deposits and connection fees. In FY 2011-2012 the funds assisted one (1) rental household and expended \$1,047.

**V. OTHER ATTACHMENTS AND NARRATIVES**  
**Appendix 7: Housing, Homeless and Special Needs Statistics**



**FY 2011-2012  
Household and Persons Assisted with Housing**

	Renters*					Owners*			Homeless			Total (L)
	Elderly	Small	Large	All	Total	Existi ng	1st- Time	Total				
<b>Assistance Provided by Income Group</b>	1-2 Member Households (A)	Related (2-4) (B)	Related 5 or more (C)	Other Household (D)	<b>Total Renters (E)</b>	Home-Owner s (F)	Home-Owner s (G)	<b>Total Home-Owners (H)</b>	Individual s (I)	Families (J)	Non-Homeless w/Special Needs K)*	
<b>Ext. Low-Income (0 to 30% of MFI)</b>	456	1,660	377	0	<b>2,493</b>	3	18	<b>21</b>	675	0	277	<b>3,466</b>
<b>Low-Income (31 to 50% of MFI)</b>	140	482	195	0	<b>817</b>	9	46	<b>55</b>	0	0	0	<b>872</b>
<b>Moderate Income (51 to 80% of MFI)</b>	39	138	55	0	<b>232</b>	3	73	<b>76</b>	0	0	0	<b>308</b>
<b>Middle Income (81% to 120% of MFI)</b>	1	11	0	0	<b>12</b>	0	21	<b>21</b>	0	0	0	<b>33</b>
<b>TOTAL</b>	<b>636</b>	<b>2,291</b>	<b>627</b>	<b>0</b>	<b>3,554</b>	<b>15</b>	<b>158</b>	<b>173</b>	<b>675</b>	<b>0</b>	<b>277</b>	<b>4,679</b>

Information provided by the following Programs:

- FY 2011-2012 CDBG
- FY 2011-2012 HOME
- FY 2011-2012 SHIP
- FY 2011-2012 NSP1, NSP2, & NSP3
- Public Housing Authorities

\* The housing units acquired through the NSP Residential Redevelopment Grant Program are not represented because end-users have not been identified for the properties

\*Racial and Ethnic composition was not available for 534 rental households assisted by the Public Housing Authorities

\* Non-Homeless with special needs income categories were not available

Racial/Ethnic Composition Column (L) Total*		
<b>1</b>	Hispanic	670
<b>2</b>	White (non-Hispanic)	533
<b>3</b>	Black (non-Hispanic)	2,576
<b>4</b>	Native Americans	3
<b>5</b>	Asian/Pacific Islander	135
<b>6</b>	Other	549
	<b>Total</b>	<b>4,466</b>