

Agenda Item No. 5F-1

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: June 16, 2009

[] Consent [X] Regular

Department: Housing and Community Development

Submitted By: Housing and Community Development

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve and advertise for a public hearing on July 21, 2009 at 9:30 A.M.: The FY 2009-2010 Palm Beach County Action Plan (AP) identifying funding and programming recommendations for the Community Development Block Grant (CDBG) Program; the Emergency Shelter Grant (ESG) Program and the HOME Investments Partnership (HOME) Program.

Summary: The County, through annual entitlement formulas, is scheduled to receive a total of \$9,918,254 in Federal funds for the CDBG, ESG and HOME Programs. Of this amount, \$6,816,189 is for the CDBG Program, \$302,730 is for the ESG Program and \$2,799,335 is for the HOME Program. In order to receive these annual entitlement grant allocations, Federal Regulations require Palm Beach County (PBC) to prepare an action plan which must be finalized and submitted to the U.S. Department of Housing and Urban Development (HUD), no later than August 15, 2009. The proposed CDBG Program includes \$995,603 for Public Services, \$1,208,188 for Public Facilities, \$1,073,330 for Public Infrastructure, \$681,618 for Economic Development Activities, \$300,000 for a Countywide Housing Rehabilitation Program, \$200,000 for Countywide Demolition Program, \$2,287,246 for Program Administration and Implementation Costs and \$370,204 for Contingency Reserves. Reserves are primarily funded through projected program income of \$300,000. These CDBG program allocations follow the directions received at a Board of County Commissioners Workshop on October 28, 2008. Those directions included placing a higher priority on the funding of activities to combat "Homelessness". The proposed ESG Program includes \$302,730 for the funding of 12 local agencies for the provision of homeless activities as defined by ESG Regulations. The required local match of 100% will be provided by the 12 agencies providing services. The proposed HOME Program includes \$559,867 for Community Housing Development Organizations, \$1,959,535 for a 2nd Mortgage Program and \$279,933 for Program Administration. Of the 25%, \$594,859, required local match, \$450,000 will be provided from the PBC Universal Housing Trust Fund (UHTF) and \$144,859 from the State Housing Initiatives Partnership (SHIP) Program income. **These are Federal Funds of which the ESG and HOME Programs require a local match.**
Countywide (TKF)

Background and Policy Issues: The U.S. Department of Housing and Urban Development (HUD) through Federal Regulations outlined under Final Rule 24 CFR Part 91, et al, published January 5, 1995, consolidated into a single submission, the planning and application aspects of the CDBG, ESG, and HOME Programs. The regulations require that Palm Beach County administer the programs in a single consolidated program year via the preparation of an Action Plan. In compliance with HUD's regulations, HCD has prepared the AP Fiscal Year 2009-2010. The following information, together with the attachments represents a summary of the AP by program and of the public participation process. (Continued on page 3)

Attachments:

- A. CDBG Applicants, Activities and Funding Recommendations
- B. CDBG Proposed Expenditures for FY 2009-2010 and Local Entitlement Funding Methodology
- C. Summary of the CDBG Evaluation Process
- D. ESGP Funding Methodology and Advisory Board Funding Recommendations for FY 2009-2010
- E. HOME Program Description for FY 2009-2010; and
- F. Draft Action Plan for FY 2009-2010

Recommended By: Edward H. Romo

Department Director

6/11/09
Date

Approved By: Sharon O'Byrne

Assistant County Administrator

6/15/09
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years:	2009	2010	2011	2012	2013
Capital Expenditures:	_____	_____	_____	_____	_____
Operating Costs:	_____	_____	_____	_____	_____
External Revenues:	_____	_____	_____	_____	_____
Program Income (County):	_____	_____	_____	_____	_____
In-Kind Match (County):	_____	_____	_____	_____	_____
NET FISCAL IMPACT:	_____*	_____	_____	_____	_____

OF ADDITIONAL FTE POSITIONS (Cumulative): _____


Is Item Included In Current Budget? Yes _____ No _____

Budget Account #: Fund _____ Agency _____ Unit _____ Object _____ Program Code/Period _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

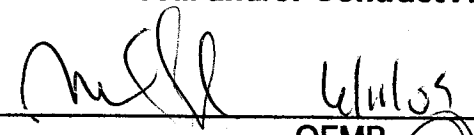

* No fiscal impact at this time.

C. Departmental Fiscal Review:

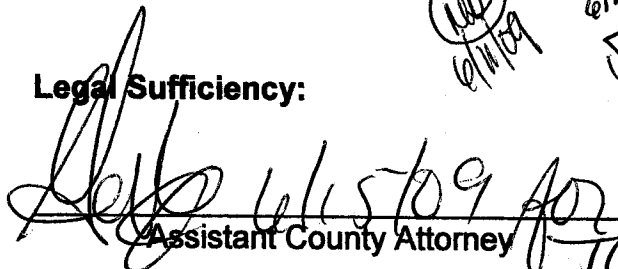

 _____ 6-11-09
 Shairette Major, Fiscal Manager I

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:



 _____ OFMB _____ Contract Administration
 6/12/09

B. Legal Sufficiency:


 _____ Assistant County Attorney
 6/15/09
 Tammy Fields

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.

Background and Policy Issues (continued from page 1):

As part of the background and policy issues, several attachments have been prepared as follows:

Attachment "A" - CDBG Applicants, Activities and CDBG Selection Committee Funding Recommendations:

This Attachment provides a listing of all CDBG applicants, proposed activities by categories, requested funding amounts, and funding recommendations for FY 2009-2010.

The County's CDBG entitlement for FY 2009-10 is \$6,816,189, which constitutes a 0.3% increase over the County's CDBG entitlement for FY 2008-09 (\$6,799,338). Program income is projected at \$300,000 for a total gross CDBG entitlement amount of \$7,116,189. Ten percent (10%) of the FY 2009-2010 entitlement, or \$681,618, has been set aside for the CDBG economic development activities, which is administered by the Office of Economic Development. Additionally, the CDBG Program proposes to fund public facilities and improvements, public services, housing rehabilitation, County wide demolition, program administration and activity delivery costs. Additionally, funding in the amount of \$358,376 is budgeted for contingency reserves. HUD requires that not more than 15% of the grant can be expended on public service activities.

For FY 2009-2010 funding, a total of fifty-two (52) requests for funding were received, for a total of \$6,687,724. Housing and Community Development (HCD) has completed evaluations of all activities, determined their eligibility status, and the CDBG Selection Committee has made recommendations for funding to the HCD Director and the Assistant County Administrator. All applicants have been informed of their eligibility status, the funding recommendations, and of all public meetings.

Attachment "B" - CDBG Proposed Expenditures for FY 2009-2010 and Local Entitlement Funding Methodology:

This Attachment presents the proposed CDBG expenditures for FY 2009-2010 and explains the Local Entitlement Funding Methodology.

Under the Local Entitlement Methodology funds are set aside to address housing programs, County wide public services, project implementation and administration costs, the economic development activities, and contingency reserves. Remaining funds are allocated for distribution among the qualifying municipalities and the unincorporated areas.

Attachment "C" - Summary of the CDBG Evaluation Process

This Attachment summarizes the CDBG evaluation process utilized to review all CDBG applications. HCD utilizes a two stage process to evaluate activities. The first process is designed for activities submitted and/or prioritized by eligible municipalities with target areas. The second process is designed for countywide activities, activities in the unincorporated areas of Palm Beach County, and municipalities without target areas. Each process utilizes evaluation forms with a set of criteria to evaluate the activities.

Attachment "D" - ESGP Funding Methodology and Advisory Board Funding Recommendations for FY 2009-2010:

This Attachment explains the ESGP funding methodology and the funding recommendations of the ESGP Advisory Board.

The County's ESG Entitlement for FY 2009-2010 is \$302,730, which is a 0.6% decrease from the FY 2008-2009 ESG entitlement amount (\$304,558). The ESG Program proposes to fund operations and maintenance of homeless facilities and homeless prevention activities. An amount of \$15,137 (representing 5% of the county's total allocation) has been reserved to cover some of the staff cost for administering the program.

For the FY 2009-2010 funding cycle, a total of 17 applications from 16 agencies were received. All applications were reviewed by HCD staff utilizing ESG Program evaluation criteria.

The PBC ESG Program Advisory Board conducted a total of three (3) public meetings to review FY 2009-2010 ESG applications and make funding recommendations. The required ESG Program match of \$302,730 will be provided by the local agencies receiving ESG funding.

Attachment "E" - HOME Program Description for FY 2009-2010

This Attachment outlines the HOME Program Description for FY 2009-2010. The allocation for FY 2009-2010 is \$2,799,335, which is a 9.5% increase over the FY 2008-2009 HOME Program entitlement (\$2,534,202). The program proposes to fund new construction and acquisition/rehabilitation of single-family housing for first-time homebuyers, Community Housing Development Organization (CHDO) operating expenses, and program administration. To meet the HOME match requirement, Palm Beach County will make available \$594,859 from the PBC UHTF (\$450,000) and SHIP unobligated program income (\$144,859).

Attachment "F" - Draft Action Plan for FY 2009-2010

The original document is over 50 Pages. Copy of Plan can be viewed in Minutes.

As part of the requirements outlined by the citizen participation process, public comments will be considered prior to submission of the final AP to HUD.

The provision of input regarding the AP for FY 2009-2010 will allow HCD staff to continue the citizen participation process, which will culminate with a Board of County Commissioner Public Hearing on July 21, 2009 to approve the Final Action Plan for FY 2009-2010.

**PBC Housing and Community Development
Community Development Block Grant (CDBG) Program
Fiscal Year 2009-10 (35th Year)
Applicants and Activities by Categories and Requested Funding**

	Applicant	Proposed Activity	Prior Year Allocation	Municipal Entitlement	Requested Funding	Recommended Funding
Homeless Services (8 Agencies)						
1	Adopt-A-Family of the Palm Beaches	Case management services for homeless families residing in Project SAFE, a permanent supportive housing program, which provides 32 units of housing, case management and support services to homeless families with children (135 individuals) –1736 Lake Worth Road, Lake Worth (District 7)	\$ 32,000	N/A	\$ 32,960	\$ 30,400
2	Children's Home Society of Florida	Provision of cost to provide 24 hour supervision and guidance to 6 homeless families (teen mothers and babies), and case management services at the shelter (15 individuals)-1199 West Lantana Road, Lantana (District 7)	\$ 80,400	N/A	\$ 130,000	\$ 76,380
3	Community Caring Center of Boynton Beach, Inc.	Operational costs associated with the Emergency Food, Shelter and Financial Aid Program (2000 households)-145 NE 4th Avenue, Boynton Beach (District 7)	\$ 15,000	N/A	\$ 59,460	\$ 13,500
4	Faith-Hope-Love-Charity, Inc.	Case management and assistance to homeless veterans displaced due to various reasons (42 individuals)-3175 Congress Ave., Suite 304, Palm Springs (District 3)	\$ 20,000	N/A	\$ 66,560	\$ 19,000
5	The Lord's Place/Café Joshua	Job training and placement assistance to the homeless in one of three Apprentice Programs - Chef/Catering Apprentice Program, Maintenance and Beyond Apprentice Program, and Retail Apprentice Program (72 individuals)--2808 N. Australian Avenue, West Palm Beach (District 7)	\$ 20,000	N/A	\$ 154,600	\$ 18,000
6	Rock Ministries	Provision of costs associated with a homeless transitional housing (72 individuals)-857 SE 1st Street, Belle Glade (District 6)	N/A	N/A	\$ 146,734	Did not meet scoring threshold
7	The Salvation Army Center of Hope	Provision of case management services at the Center of Hope transitional living facility (275 individuals)-1577 North Military Trail, West Palm Beach (District 2)	\$ 17,600	N/A	\$ 150,000	\$ 16,720
8	Village of Hope	Employment connection, like skills training, independent living planning, mentorship, budgeting, and scholarship assistance in a independent transitional living facility to emancipated foster youth (12 individuals)-3528 Burma Circle, Lake Park (District 7)	N/A	N/A	\$ 42,000	\$ -
Housing & Credit Counseling Services (4 Agencies)						
1	Consumer Credit Counseling Services	Provision of housing and financial education services (1,080 individuals)-700 S. Dixie Highway, West Palm Beach (District 7)	N/A	N/A	\$ 45,000	\$ 17,000
2	Farmworkers Coordinating Council of Palm Beach County	Costs associated with the SABER Program (Services and Assistance for Better Economic Results) providing financial literacy and homebuyer development services to migrant and seasonal farmworkers (444 individuals)-1. 1313 Central Terrace, Lake Worth; 2. 233 West Avenue A, Suite D, Belle Glade (Districts 7 & 6)	N/A	N/A	\$ 96,662	\$ -
3	Neighborhood Renaissance	Housing and credit counseling services (165 individuals)-510 24th Street, Suite A, West Palm Beach (District 2)	N/A	N/A	\$ 39,250	Did not meet scoring threshold
4	Urban League of Palm Beach County	Operational costs associated with the Comprehensive Housing Counseling Program (1,600 individuals)--1700 North Australian Ave, West Palm Beach (District 7)	N/A	N/A	\$ 110,000	\$ -

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	Applicant	Proposed Activity	Prior Year Allocation	Municipal Entitlement	Requested Funding	Recommended Funding
Victims of Domestic Abuse Services (4 Agencies)						
1	Aid to Victims of Domestic Abuse	Provision of operation costs associated with a transitional housing project, STEPS Program, and Health and Wellness Program (30 individuals in transitional housing & 85 individuals in Health and Wellness Program)-Confidential location	\$ 50,000	N/A	\$ 75,000	\$ 47,500
2	The Children's Place at Home Safe	Provision of operational costs associated with a residential children's shelter (80 individuals)-(1) 2840 6th Avenue South, Lake Worth; (2) 680 Ipswich St., Boca Raton; and (3) 4884 Haverhill Road, West Palm Beach (Districts 2, 3, 4)	\$ 65,000	N/A	\$ 75,000	\$ 61,750
3	Florida Resource Center for Women and Children	Provision of operational costs associated with abused women's shelter at a 15-bed shelter facility for abused women and their children (100 clients)-Confidential location	\$ 45,000	N/A	\$ 64,590	\$ 42,750
4	Place of Hope, Inc.	Comprehensive case management and supportive services for family-style foster care (36 individuals)--9078 Isaiah Lane, Palm Beach Gardens (District 1)	\$ 40,000	N/A	\$ 75,000	\$ 38,000
Disabled Services (3 Agencies)						
1	Coalition for Independent Living Options (CILO)	DINE Program: Provision of meal delivery, life skills classes, and emergency financial assistance to disabled persons (100 individuals)--6800 Forest Hill Blvd., Greenacres (District 2)	\$ 30,000	N/A	\$ 66,192	\$ 25,500
2	Seagull Industries for the Disabled	Costs associated with providing vocational training experience for developmentally challenged adults in a sheltered workshop (90 individuals) --3879 W. Industrial Way, Riviera Beach (District 1)	N/A	N/A	\$ 91,000	\$ 45,000
3	The ARC of Palm Beach County	Provision of operational costs associated with in the Community Living Program, employment and residential services (204 individuals)--720 Park Avenue, Riviera Beach (District 1)	\$ 75,000	N/A	\$ 95,520	\$ 67,500
Youth Services (4 Agencies)						
1	Children's Case Management Organization dba Families First	Case management, respite care, and provision of costs associated with the Kin Support Project, to provide comprehensive home and community based social work and legal services to assist relative caregiver families (180 individuals)-3333 Forest Hill Blvd., 2nd Floor, WPB (District 2)	\$ 22,860	N/A	\$ 50,000	\$ 18,000
2	Redlands Christian Migrant Association	Child care services to low-income families (110 individuals) -- 20 Carver Street, Belle Glade (District 6)	\$ 39,547	N/A	\$ 42,939	\$ 35,592
3	The Juvenile Transition Center	Provision of costs associated with the ESTEEM Ambassadors program, which is an educational youth program (30 individuals)-1901 N. Seacrest Blvd, Boynton Beach (District 7)	\$ 25,000	N/A	\$ 87,600	\$ 21,250
4	West Jupiter Community Group	Costs associated with an after-school program at the West Jupiter Tutorial Center (115 individuals) -7187 Church Street, Jupiter (District 1)	\$ 45,000	N/A	\$ 78,145	\$ 40,500
Fair Housing Services (2 Agencies)						

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	Applicant	Proposed Activity	Prior Year Allocation	Municipal Entitlement	Requested Funding	Recommended Funding
1	Fair Housing Center of the Palm Beaches	The Anti-Predatory Lending Education and Support Project to provide seminars, counseling, complaint/intake, toll-free hotline, legal redress, and a mass public/media information campaign (1000 individuals)-1300 Lantana Road, Lantana (District 7)	N/A	N/A	\$ 100,000	Did not meet scoring threshold
2	Legal Aid Society of PBC	Costs associated with a Fair Housing Project, enforcement and outreach (72 complaints, 25 workshops, 2 Foreclosure Prevention Clinics, 30 Foreclosure Defense Cases)--423 Fern Street, Suite 200, WPB (District 7)	\$ 124,800	N/A	\$ 124,800	\$ 112,320
Health Related Services (2 Agencies)						
1	Healthy Mothers/Healthy Babies Coalition of PBC	Provision of costs associated with a mobile outreach health center for uninsured pregnant women (800 individuals) and other project related expenses (800 individuals) -1720 East Tiffany Drive, Suite 201A, West Palm Beach (District 7)	\$ 55,751	N/A	\$ 88,303	\$ 50,176
2	Sickle Cell Foundation of Palm Beach County	Expenses related to the operations of the Glades Project providing Sickle Cell screening and case management (144 individuals)--136 S. Main Street, Belle Glade (District 6)	\$ 33,000	N/A	\$ 78,173	\$ 26,400
Multi Disciplinary Services (1 Agency)						
1	Community Outreach of Boynton Beach	Provision of costs associated with an operation of a food bank serving low income persons providing food, household furniture and appliances, clothes, toiletries, home office equipment, and other necessities (220 individuals)--135 NE 7th Avenue, Boynton Beach (District 7)	N/A	N/A	\$ 70,000	Did not meet scoring threshold
NOTE: PUBLIC SERVICE ALLOCATIONS CANNOT EXCEED \$1,022,428 (including municipal public service activities)			Public Services Subtotal		\$ 2,335,488	\$ 823,238
1	Comprehensive Community Care Network (CCCnet)	Purchase and install x-ray system, dental operatories, announcement system, surveillance system, elevator keypad system, electronic front door, fencing, and electronic conference equipment for a community medical center (15,000 individuals)--2330 S. Congress Ave., Palm Springs (District 7)	N/A	N/A	\$ 288,134	Did not meet scoring threshold
2	Glades Hospital Holdings, Inc.	Purchase of digital mammography machine for a new community medical center in the Glades (1350 individuals)--39200 Hooker Highway, Belle Glade, FL 33430 (District 6)	N/A	N/A	\$ 300,000	\$ 285,000
3	Oakwood Center of the Palm Beaches, Inc.	The agency is requesting CDBG funding in the amount to perform HVAC system renovations to the eastside of its existing center for the disabled (5,110 individuals)--1041 45th Street, West Palm Beach (District 7)	N/A	N/A	\$ 300,000	\$ 275,513
4	Palm Beach County Engineering Services	Street paving and drainage project construction in the right-of way of "A" Street in the Lakewood Gardens Central CCRT area (64 individuals)--2300 North Jog Rd, 3rd Floor, West Palm Beach (District 3)	\$ 300,000	N/A	\$ 293,502	\$ 265,000

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	Applicant	Proposed Activity	Prior Year Allocation	Municipal Entitlement	Requested Funding	Recommended Funding
5	Westgate/Belvedere Homes Community Redevelopment Agency	1. Acquisition and excavation of real property to mitigate flooding in the Westgate/Belvedere Homes community (1,500 individuals)--East side of Canal L-2B at the end of 2900 block of Saginaw and Hiawatha (District 2)	N/A	N/A	\$ 100,000	\$ 85,000
		2. Phase I of a sanitary sewer project that will serve households in the Belvedere Homes area, who are currently using septic tanks and drainfield systems (234 individuals)-Northern half of Belvedere Homes subdivision between Oswego and Cherry, Osceola and Hemlock (District 2)	N/A	N/A	\$ 300,000	\$ 238,000
Public Facilities & Infrastructure Subtotal					\$ 1,581,636	\$ 1,148,513
1	Neighborhood Renaissance	The demolition of one housing unit and the pre-development costs, including design, of 18 units of affordable housing in the Westgate Neighborhood (112 individuals)--510 24th Street, Suite A West Palm Beach (District 2)	N/A	N/A	\$ 97,200	Did not meet scoring threshold
2	Palm Beach County Housing Authority	Application withdrawn	N/A	N/A	N/A	Application withdrawn
Housing Subtotal					\$ 97,200	\$ -
1	Greenacres, City of	Capital improvements to Fleming Avenue, including sidewalk, street and flood drainage (44 individuals)--Fleming Avenue ROW, north of 10th Avenue North and connecting to the L-10 canal. (District 2)	\$ 89,356	\$92,082 Local Entitlement, Plus \$6,924 AOH	\$ 99,006	\$ 99,006
2	Jupiter, Town of	1. Funds to support the salary, benefits and training for a community resource coordinator (720 individuals)--210 Military Trail, Jupiter (District 2)	\$ 93,963	\$96,828 Local Entitlement	\$ 85,000	\$ 85,000
		2. Additional Local Entitlement available to the Town of Jupiter			N/A	\$ 11,828
3	Lake Park, Town of	Improvements to W Ilex Park including the installation of playground equipment, landscaping, irrigation, and other park fixtures such as benches and bike racks (705 beneficiaries) -- Intersection of W Ilex Drive and 8th Street. (District 7)	\$ 60,151	\$61,984 Local Entitlement, Plus \$11,070 AOH	\$ 73,054	\$ 73,054
4	Lake Worth, City of	1. Construction of new sidewalks and curbing in the Target Area (7,348 individuals) -- Public ROW within the area bounded by "A" Street on the west, 6th Avenue South on the north, Federal Highway on the east, and 12th Avenue South on the south, all within the City of Lake Worth CDBG Target Area.(District 4)	\$ 249,646	\$257,259 Local Entitlement	\$ 76,380	\$ 76,380
		2. Pilot energy audit program (300 households)-- Housing units throughout the City's CDBG Target Area (District 4)			\$ 117,365	\$ 87,365
		3. Demolition and reconstruction of exterior recreational improvements at the mmunicipal shuffleboard court facility--1121 Lucerne Avenue, Lake Worth			\$ 134,600	\$ 93,514

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	Applicant	Proposed Activity	Prior Year Allocation	Municipal Entitlement	Requested Funding	Recommended Funding
5	Mangonia Park, Town of	1. Water and sewer improvements (29 persons) --Lakeshore Drive, Boardman Avenue, and West Place, Mangonia Park (District 7)	\$ 465,000	\$12,449 Local Entitlement, Plus \$68,658 AOH	\$ 236,888	\$ -
		2. Renovation of a future community center (1,294 individuals)--5000 Australian Avenue, Mangonia Park (District 7)			\$ 81,107	\$ 81,107
		3. Water treatment plant improvements (1,294 individuals)--5705 Candlewood Street, Mangonia Park (District 7)			\$ 300,000	\$ -
6	Pahokee, City of	1. Provision of cost associated with the City's Communtiy & Economic Development Department (3,750 individuals) (District 6)	\$ 82,516	\$85,032 Local Entitlement, Plus \$400,000 Special Area of Hope Allocation	\$ 95,000	\$ 85,032
		2. Renovation of a high school gym weight room (6,617 individuals)--380 E. Main Street, Pahokee (District 6)			\$ 335,000	\$ 335,000
		3. City Park Renovation (6,617 individuals) -- 525 Bacom Point Road, Pahokee (District 6)			\$ 150,000	\$ 65,000
7	Palm Springs, Village of	Lakewood Project lift station (1301 individuals)--4000 Lakewood Rd, Greenacres (District 3)	N/A	N/A	\$ 280,000	Did not meet scoring threshold
8	Riviera Beach, City of	Reconstruction of streets in the City's Target Area (172 individuals) --1300 and 1400 blocks of West 34th Street between Avenues R and O in Riviera Beach (District 7)	\$ 300,773	\$309,944 Local Entitlement	\$ 310,000	\$ 309,944
9	South Bay, City of	C.D. Department costs and residential rehabilitation--South Bay City Hall , 335 SW 2nd Avenue, South Bay and various unidentified residential properties within the City of South Bay (District 6)	\$ 56,194	\$57,907 Local Entitlement	\$ 300,000	\$ 57,907
Municipal Activities Subtotal					\$ 2,673,400	\$ 1,460,137
GRAND TOTAL					\$ 6,687,724	\$ 3,431,888

Attachment B – Proposed CDBG Expenditures for FY 2009-10 and Local Entitlement Funding Methodology

Table B-1 specifies the projects recommended for funding under the CDBG Program during FY 2009-10. It is estimated that 96.3% of applicable funds will be targeted to benefit low- and moderate-income persons. The projects are arranged by objective and/or category to reflect the priorities outlined in the Five-Year Consolidated Plan. The following provides a brief description of each of the objectives:

- *Housing Objective:* To preserve and enhance the supply of safe, sanitary, adequate, affordable housing to meet the needs of low- and moderate-income persons and persons with special needs within Palm Beach County. Also, to conserve, upgrade, and expand the existing housing stock; to demolish unsafe and dilapidated housing; to assist homeless persons to obtain appropriate housing; to provide relocation assistance to individuals and families affected by the implementation of housing programs; to remove barriers to affordable housing for low- and moderate-income persons; to institute a mechanism to provide preference to projects that are located close to employment centers; and to advise property owners who receive housing rehabilitation funds through HCD's housing programs of potential LBP contamination in older homes, and conduct assessments of housing units to determine if lead based paint is present.
- *Demolition and Clearance Objective:* To implement the Demolition and Clearance Program to eliminate slummed and blighted structures and conditions that have a blighting effect on neighborhoods, or otherwise pose a health and safety risk to the public.
- *Public Facilities Objective:* To improve the safety and livability of neighborhoods by increasing access to quality public facilities, including but not limited to centers for the disabled, parks and/or recreation facilities, and youth centers; to reduce the isolation of income groups within a geographical area through the revitalization of deteriorating or deteriorated neighborhoods; to restore and preserve properties of special historic, architectural or aesthetic values; to remove architectural barriers preventing easy access by the disabled; and to conserve energy resources.
- *Infrastructure Objective:* To improve the safety and livability of neighborhoods by increasing access to quality public infrastructure, including but not limited to water, sewer, and street improvements, and tree planting/beautification projects, to meet the needs of Palm Beach County residents, particularly low-and moderate-income residents of HCD's Planning Areas.
- *Public Services Objective:* To improve and make available health, educational, human, and housing-related services to low- and moderate-income persons, including but not limited to, services for seniors, abused/neglected children, and victims of domestic violence. Also, to help stabilize deteriorating neighborhoods; to make accessible and available activities directed towards the prevention of homelessness and assistance to the homeless; to expand education and outreach efforts to affirmatively further fair housing, including increased public awareness of Fair Housing discrimination laws and the remedies available to persons believed to have been victims of unlawful housing practices.
- *Economic Development Objective:* To expand economic opportunities, including job creation and retention; to establish, stabilize and expand small businesses (including microbusinesses); to provide public services concerned with employment; to provide jobs involved in carrying out activities under programs covered by this plan to low-income persons living in areas affected by those programs and activities; to make available mortgage financing for low-income persons at reasonable rates using nondiscriminatory lending practices; to make available capital and credit for development activities that promote the long-term economic and social viability of the community; and to empower low-income persons to reduce generational poverty in federally assisted and public housing.

**TABLE B-1, PALM BEACH COUNTY (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year), Recommended Expenditures by Objective/Category**

HCD Housing Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) HCD Rehabilitation Program (countywide)	PBC HCD	\$300,000
	Housing Total	\$300,000

HCD Demolition & Clearance Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) HCD Demolition & Clearance Program (Countywide)	PBC HCD	\$200,000
	Demolition & Clearance Total	\$200,000

HCD Public Facilities Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) Glades Hospital holdings, Inc.: Purchase and installation of a digital mammography machine for the new Lakeside Medical Center, 39200 Hooker Highway, Belle Glade, FL 33430.	Glades Hospital Holdings, Inc.	\$285,000
2) Lake Park, Town of: Installation of playground equipment, landscaping, irrigation, and other fixtures at West Illex Park, West Illex Drive/8 th Street, Lake Park, FL 33403.	Town of Lake Park	\$73,054
3) Lake Worth, City of: demolition and construction of exterior recreational improvements at municipal Shuffleboard Court facility, 1121 Lucerne Avenue, Lake Worth, FL 33460	City of Lake Worth	\$93,514
4) Mangonia Park, Town of: Renovation of municipal facility for community center, 5000 Australian Avenue, Mangonia Park, FL 33407	Town of Mangonia Park	\$81,107
5) Oakwood Center of the Palm Beaches: HVAC system renovations a community mental health facility, 1041 45 th Street, West Palm Beach, FL 33407	Oakwood Center of the Palm Beaches	\$275,513
6) Pahokee, City of: Renovation of Old Pahokee High School gymnasium weight room, 380 East Main Street, Pahokee, FL 33476	City of Pahokee	\$335,000
7) Pahokee, City of: Recreational improvements at City Park, 525 Bacom Point Road, Pahokee, FL 33476	City of Pahokee	\$65,000
	Public Facilities Total	\$1,208,188

HCD Infrastructure Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) Greenacres, City of: Street, sidewalk, and drainage improvements to Fleming Avenue between 10 th Avenue North and the L-2 Canal, Greenacres, FI 33463.	City of Greenacres	\$99,006
2) Lake Worth, City of: construction of sidewalks/curbing to public ROWs in the City's CDBG Target Area, Lake Worth, FL 33460.	City of Lake Worth	\$76,380
3) PBC Engineering: Paving and drainage improvements to "A" Street in the unincorporated Lake Worth Corridor Central Target Area, Lake Worth, FL 33460.	PBC Engineering Services Division	\$265,000
4) Riviera Beach, City of: Comprehensive ROW reconstruction of the 1300 and 1400 blocks of West 34 th Street, Riveria Beach, FL 33404.	City of Riviera Beach	\$309,944

**TABLE B-1, PALM BEACH COUNTY (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year), Recommended Expenditures by Objective/Category**

5)	Westgate/Belvedere Homes CRA: Acquisition of real property to widen the L-2B Canal providing drainage to the unincorporated Westgate Target Area, at the western termini of Saginaw and Hiawatha Avenue, West Palm Beach, FL 33409	Westgate/Belvedere Homes CRA	\$85,000
6)	Westgate/Belvedere Homes CRA: Phase I sanitary sewer installation in the unincorporated Belvedere Homes Target Area, ROW of Oswego, Osceola, Cherry, and Hemlock Roads, West Palm Beach, FL 33409	Westgate/Belvedere Homes CRA	\$238,000
		Infrastructure Total	\$1,073,330

HCD Public Services Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) Adopt-A-Family of the Palm Beaches: case management services for homeless families residing at Project SAFE permanent supportive housing, 1736 Lake Worth Road, Lake Worth, FL 33460.	Adopt-A-Family of the Palm Beaches	\$30,400
2) Aid To Victims of Domestic Abuse: Operational costs associated with transitional housing and STEPS program for abused women with children, confidential location.	Aid to Victims of Domestic Abuse	\$47,500
3) Children's Case Management Organization: Kin Support project providing case management and respite care for relative caregiver families, 3333 Forest Hill Boulevard, West Palm Beach, FL 33046.	Children's Case Management Organization, dba Families First of PBC	\$18,000
4) Children's Home Society: Case management and supervision of pregnant teens and teen mothers at Transitions Home, 1199 West Lantana Road, Lantana, FL 33462.	Children's Home Society	\$76,380
5) Coalition for Independent Living Options: DINE program meal delivery service and financial assistance, 6800 Forest Hill Boulevard, Greenacres, FL 33413.	Coalition for Independent Living Options	\$25,500
6) Community Caring Center of Boynton Beach: Emergency Food, Shelter, and Financial Aid Program, 145 NE 4 th Avenue, Boynton Beach, FL 33435	Community Caring Center of Boynton Beach	\$13,500
7) Consumer Credit Counseling Services: housing counseling and financial education services, 700 South Dixie Highway, West Palm Beach, FL 33401.	Consumer Credit Counseling Services	\$17,000
8) Faith-Hope-Love-Charity: case management for homeless veterans in transitional housing, 3175 Congress Avenue, Suite 204, Palm Springs, FL 33461.	Faith-Hope-Love-Charity	\$19,000
9) Florida Resource Center for Women and Children: Operational costs of emergency shelter for abused women and their children, confidential location.	Florida Resource Center for Women and Children	\$42,750
10) Healthy Mothers/Healthy Babies: mobile outreach center connecting uninsured pregnant women with payer sources, 1720 East Tiffany Drive, Suite 201A, West Palm Beach, FL 33407.	Healthy Mothers/Healthy Babies Coalition of PBC	\$50,176
11) Jupiter, Town of: home foreclosure counseling services, 210 Military Trail, Jupiter, FL 33458.	Town of Jupiter	\$85,000
12) Lake Worth, City of: Pilot Energy Audit Program, 7 North Dixie Highway, Lake Worth, FL 33460.	City of Lake Worth	\$87,365
13) Legal Aid Society: fair housing enforcement and outreach, 423 Fern Street, Suite 200, West Palm Beach, FL 33401	Legal Aid Society of Palm Beach County	\$112,320
14) Place of Hope: case management for children in foster care facility, 9078 Isaiah Lane, Palm Beach Gardens, FL 33410.	Place of Hope	\$38,000
15) Redlands Christian Migrant Association: child care/child	Redlands Christian	\$35,592

**TABLE B-1, PALM BEACH COUNTY (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year), Recommended Expenditures by Objective/Category**

development services, 20 Carver Street, Belle Glade, FL 33430	Migrant Association	
16) Seagull Industries: vocational services for developmentally disabled adults at a sheltered workshop, 3879 West industrial Way, Riviera Beach, FL 33404.	Seagull Industries for the Disabled	\$45,000
17) Sickle Cell Foundation: sickle cell screening and case management in the Glades area, 136 South Main, Street, Belle Glade, FL 33430.	Sickle Cell Foundation of Palm Beach County	\$26,400
18) The Arc: the Community Living Program providing employment and residential services to developmentally disabled persons, 720 Park Avenue, Lake Park, FL 33403.	The Arc of Palm Beach County	\$67,500
19) The Children's Place at Home Safe: emergency shelter for abused/neglected children, 2840 6 th Avenue South, Lake Worth; 680 Ipswich Street, Boca Raton; and 233 West Avenue A, Belle Glade.	The Children's Place at Home Safe	\$61,750
20) The Juvenile Transition Center: ESTEEM Ambassadors program providing educational services to youth, 1901 North Seacrest Boulevard, Boynton Beach, FL 33435.	The Juvenile Transition Center	\$21,250
21) The Lord's Place: job training programs for homeless persons at Café Joshua, 2808 North Australian Avenue, West Palm Beach, FL 33401	The Lord's Place	\$18,000
22) The Salvation Army: case management services for homeless persons at the Center of hope transitional housing facility, 1577 North Military Trail, West Palm Beach, FL 334415.	The Salvation Army	\$16,720
23) West Jupiter Community Group: West Jupiter Tutorial Center providing educational enrichment for youth, 7187 Church Street, Jupiter, FL 33458.	West Jupiter Community Group	\$40,500
	Public Services Total	\$995,603

HCD Program Administration Cost Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) General Administration, Planning, and Fiscal	PBC HCD	\$1,363,237
	Program Administration Total	\$1,363,237

HCD Project Implementation Cost Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) HCD Project Implementation: activity delivery costs related to CDBG housing and capital improvement activities		\$781,070
2) City of South Bay: activity delivery costs of the City's C.D. Department related to CDBG housing rehabilitations and demolitions		\$57,907
3) City of Pahokee: activity delivery costs of the City's C.D. Department related to CDBG housing rehabilitations, demolitions and other related projects		\$85,032
	Project Implementation Total	\$924,009

HCD Economic Development Objective

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended Funding</u>
1) 10% of the CDBG Entitlement is set aside for economic development activities	PBC EDO	\$681,618
	Economic Development Total	\$681,618

HCD Contingency Reserves/Unprogrammed Funds

<u>Activity/Location</u>	<u>Implementing Agency</u>	<u>Recommended</u>
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**TABLE B-1, PALM BEACH COUNTY (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year), Recommended Expenditures by Objective/Category**

		<u>Funding</u>
1) 5% of the CDBG Entitlement is set aside for contingency	PBC HCD	\$358,376
2) Jupiter, Town of: unprogrammed additional local entitlement available to the Town for an eligible non-service activity.	Town of Jupiter	\$11,828
	Contingency/Unprogrammed Total	\$370,204

SUMMARY OF CDBG PROGRAM EXPENDITURES, FY 2009-10 (35th YEAR)

1) Housing -----	\$300,000
2) Demolition & Clearance Objective-----	\$200,000
2) Public Facilities -----	\$1,208,188
3) Infrastructure -----	\$1,073,330
4) Public Services -----	\$995,603
5) Program Administration -----	\$1,363,237
6) Project Implementation -----	\$924,009
7) Economic Development -----	\$681,618
8) Contingency/Unprogrammed -----	\$370,204
	TOTAL EXPENDITURES
	\$7,116,189

SUMMARY OF AVAILABLE CDBG RESOURCES, FY 2009-10 (35th YEAR)

1) Entitlement Amount -----	\$6,816,189
2) Estimated Program Income -----	\$300,000
*Program Income will be allocated to the Countywide Housing Rehabilitation Program.	
	TOTAL GROSS CDBG FUNDING
	\$7,116,189

CDBG Local Entitlement Methodology and Strategy

Palm Beach County must submit yearly to the U.S. Department of Housing and Urban Development (HUD) the Action Plan (AP), which includes, among other things, the County's Community Development Block Grant Program (CDBG) application. This application lists and describes the proposed activities with their suggested level of funding.

To arrive at its funding suggestions for the CDBG program, HCD staff uses a Local Entitlement Methodology to ensure a fair distribution of available CDBG funds among participating jurisdictions and other agencies requesting CDBG funds. Under this methodology, funds are set aside to address HCD's On-going Housing Rehabilitation Program, HCD's Demolition & Clearance Program, Public Service Activities, Project Implementation Costs, Program Administration Costs, the Economic Development Set Aside Program, and Contingency. Remaining funds are distributed among the qualifying municipalities and the Unincorporated Area. Implementation of the methodology considers the following:

- CDBG allocations vary annually. In May 2009, HUD made public the estimated allocation for FY 2009-10. The CDBG allocation for the Palm Beach County jurisdiction is \$6,816,189.
- Proportionate shares (contribution percentages) are provided by HUD.
- The level of funding for HCD's On-Going Housing and Demolition/Clearance Programs is based on targeted goals and objectives of the Department of Housing and Community Development.
- Funds for HCD's On-Going Housing and Demolition/Clearance Programs are to benefit participating municipalities as well as the unincorporated areas of Palm Beach County.
- Set Aside funds for the Economic Development Program will revert to the general CDBG program for use for community development activities if not allocated to the project by start of Palm Beach County's fiscal year or if unexpended within 3 years of the start of Palm Beach County's fiscal year.
- The activities/projects must be eligible per CDBG Program regulations and must serve a National Objective of the CDBG Program.
- HCD's Planning Areas are classified in three (3) categories, as follows:
 - 1) Category I: Municipalities having an Interlocal Agreement to participate in the County's Urban County Participation Program but no Target Areas.
 - 2) Category II: Municipalities having an Interlocal Agreement to participate in the County's Urban County Qualification Program, and having identified and/or potential Target Area.
 - 3) Category III: Unincorporated Palm Beach County Target Areas.
- An activity located within a municipality is considered Countywide if at least 51% of the direct beneficiaries reside outside of the municipality and the four entitlement municipalities.
- Funding for eligible public service activities will be derived from the County's gross CDBG entitlement.
- Funding of eligible Countywide activities requesting funding for capital improvements will be derived from the County's CDBG Unincorporated Share.

- Funding of Non-Countywide Activities located within a municipality receiving a local entitlement will be derived from the municipality's final entitlement amount.
- When implementing the CDBG Program within participating municipalities, HCD absorbs administrative expenses related to the program.
- Activities impacting HUD's 20% cap on planning and administration are not allowed.
- Non-profit agencies will be eligible to receive funding for hard construction costs. However, only those non-profit agencies with a history of successfully implementing CDBG-funded design/construction projects will be eligible to receive CDBG funds for design.

a. Ensuring Subrecipient Timeliness

In order to comply with 24 CFR 570.902 of the CDBG regulations which stipulates that a grantee is considered to be timely, if 60 days prior to the end of the grantee's program year, the balance in its line-of-credit does not exceed 1.5 times the annual grant, the following will be implemented to hasten expenditure of CDBG funds by subrecipients:

- Preference will be given to activities/projects that are ready to move forward quickly. Evidence of the project's ability to expend the majority of funds within 12 months from the start of Palm Beach County's fiscal year will be required.
- All municipal applicants receiving funding for the design and construction of capital improvements projects are required to complete design of such projects within one (1) fiscal year and to complete permitting and construction of the capital improvement project within two (2) fiscal years. A portion of the allocation sufficient to complete one functional component of the project will be committed automatically to such component.

b. Procedures

The Palm Beach County Local Entitlement Methodology will be implemented as follows:

- From the County's annual CDBG entitlement, the County will set aside funds for:
 - HCD's On-Going Housing Rehabilitation Program;
 - HCD's Demolition & Clearance Program
 - Public Service Activities;
 - Project Implementation Costs;
 - Program Administration Costs (including indirect costs);
 - 10% Economic Development Program; and
 - Contingency.
- The remaining amount represents the Total Available Funds to fund Municipalities' activities and Unincorporated Area activities, including Countywide CI activities (see Table B-2).
- From the Total Available CDBG Funds, an initial entitlement is calculated for Category I Municipalities, Category II Municipalities, and the Unincorporated Areas, based on the proportionate share of the entitlement for which they are responsible (see Table B-3).
- The total initial proportionate share of Category I Municipalities is redistributed to Category II Municipalities and the Unincorporated Areas by dividing each individual proportionate share of Category II Municipalities and the Unincorporated Areas by the total proportionate share of Category II Municipalities and the Unincorporated Areas, and then multiplying each individual result by the Category I total (see Table B-4).
- A Final Entitlement Table is prepared showing the final entitlements for the Category

II Municipalities and the Category I Municipalities requesting funding, and for the Unincorporated Areas (see Table B-5).

- Program Income will be allocated to the Countywide Housing Rehabilitation Program.
- The Special Area of Hope Program allocation is deducted from the Unincorporated Share.

b. Implementation

Palm Beach County's entitlement for FY 2009-10 is \$6,816,189, and program income is estimated at \$300,000, for a total gross CDBG entitlement of \$7,116,189. HCD deducts set-aside funds from the total entitlement. What remains is the amount of funds available for CDBG activities in participating Municipalities and the Unincorporated Area.

Total Gross CDBG Entitlement for FY 2009-10	\$7,116,189
HCD's On-Going Housing Programs.....	\$ 300,000
HCD's Demolition & Clearance Program.....	\$ 200,000
Countywide Public Service Activities.....	\$ 823,238
Project Implementation Costs.....	\$ 781,070
Program Administration Costs.....	\$1,363,237
Economic Development.....	\$ 681,618
Contingency.....	\$ 358,376
Total Available CDBG Funds	\$2,608,650

**TABLE B-2
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM**

Fiscal Year 2009-10 (35th Year)
Countywide Activities, Project Implementation, Administration, Economic Development, & Contingency

A. HCD On-going Housing Program*	
Funds to make housing rehabilitation loans/grants.....	\$ 300,000
B. HCD On-going Demolition & Clearance Program	
Funds to Carry out Demolition and Clearance.....	\$ 200,000
C. Public Service Activities (Maximum 15% of Entitlement)	
Including all non-municipal public service activities.....	\$ 823,238
D. Project Implementation Costs	
Including Housing Related Activites and Capital Improvements	\$ 781,070
E. Program Administration Costs (Maximum 20% of Entitlement)	
Including General, Fiscal, and Planning Section Administration	\$ 1,363,237
F. Economic Development	
Set-Aside Program (10% of Entitlement).....	\$ 681,618
G. Contingency Reserves	
5.0% of Entitlement.....	\$ 358,376
TOTAL.....	\$ 4,507,539
FY 2009-10 GROSS ENTITLEMENT	\$ 7,116,189
TOTAL ON-GOING PROGRAMS/ADMIN	\$ 4,507,539
TOTAL AVAILABLE FUNDS*	\$ 2,608,650

*Source is Program Income Estimated at \$300,000.

Table B-3
PALM BEACH COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year) Initial Entitlement Funds

Total Available for New Projects*: \$ 2,608,650

Category I Entitlement Municipalities	HUD Estimated Proportionate Share of County Entitlement	Initial Entitlement Funds
Atlantis	0.11314%	\$ 2,951
Briny Breezes	0.03986%	\$ 1,040
Cloud Lake	0.00537%	\$ 140
Glen Ridge	0.01814%	\$ 473
Gulf Stream	0.07070%	\$ 1,844
Haverhill	0.16762%	\$ 4,373
Hypoluxo	0.08485%	\$ 2,213
Juno Beach	0.19799%	\$ 5,165
Lake Clark Shores	0.31114%	\$ 8,117
Lantana	1.31525%	\$ 34,310
Manalapan	0.02386%	\$ 622
North Palm Beach	0.96169%	\$ 25,087
Palm Beach Gardens	2.39008%	\$ 62,349
Palm Beach Shores	0.15556%	\$ 4,058
Palm Springs	1.04654%	\$ 27,301
Royal Palm Beach	1.54153%	\$ 40,213
South Palm Beach	0.12727%	\$ 3,320
Tequesta	0.36771%	\$ 9,592
Wellington	2.15392%	\$ 56,188
Category I Subtotal	11.09222%	\$ 289,357
Category II Municipalities**		
Greenacres	3.13831%	\$ 81,868
Jupiter	3.30008%	\$ 86,088
Lake Park	2.11256%	\$ 55,109
Lake Worth	8.76785%	\$ 228,723
Mangonia Park***	0.42427%	\$ 11,068
Pahokee	2.89805%	\$ 75,600
Riviera Beach	10.56349%	\$ 275,564
South Bay	1.97358%	\$ 51,484
Category II Subtotal	33.17819%	\$ 865,504
Unincorporated Palm Beach County	55.72959%	\$ 1,453,789
GRAND TOTAL	100.00000%	

* Includes FY 2008-09 Estimated Allocation of \$6,816,189 minus CDBG Administration, Implementation, Public Services, Economic Development, and Contingency Costs totalling \$4,507,539.

**The City of Belle Glade did not submit an application during the FY 2009-10 application cycle.

***Mangonia Park is a Category I Municipality that applied for funding during FY 2009-10.

**TABLE B-4
PALM BEACH COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year)**

Proportionate Share of Total Entitlement Funds Available to Category II and the Unincorporated Area

Category II Municipalities and the Unincorporated Area	Proportionate Percentage	Initial Entitlement	Share of Cat. I Among Cat. II and Unincorp.	Additional Entitlement	Final Entitlement
Greenacres, City of	3.13831%	\$ 81,868	3.52985%	\$ 10,214	\$ 92,082
Jupiter, Town of	3.30008%	\$ 86,088	3.71180%	\$ 10,740	\$ 96,828
Lake Park, Town of	2.11256%	\$ 55,109	2.37613%	\$ 6,875	\$ 61,984
Lake Worth, City of	8.76785%	\$ 228,723	9.86174%	\$ 28,536	\$ 257,259
Mangonia Park, Town of	0.42427%	\$ 11,068	0.47720%	\$ 1,381	\$ 12,449
Pahokee, City of	2.89805%	\$ 75,600	3.25961%	\$ 9,432	\$ 85,032
Riviera Beach, City of	10.56349%	\$ 275,564	11.88140%	\$ 34,380	\$ 309,944
South Bay, City of	1.97358%	\$ 51,484	2.21981%	\$ 6,423	\$ 57,907
Category II Total	33.17819%	\$ 865,504	37.31754%	\$ 107,981	\$ 973,485
Unincorporated PBC	55.72959%	\$ 1,453,789	62.68247%	\$ 181,376	\$ 1,635,165
Category I Total	11.09222%	\$ 289,357	N/A	N/A	N/A
GRAND TOTAL	100.00%	\$ 2,608,650	100.00%	\$ 289,357	\$ 2,608,650

**TABLE B-5
PALM BEACH COUNTY
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
Fiscal Year 2009-10 (35th Year)
Final Entitlement Available to Category II Municipalities and the Unincorporated Area**

Total Available for New Projects: \$ 2,608,650

Category II Municipalities	Proportionate Share Among Category II & Unincorporated Palm Beach County	Final Entitlement Funds*
Greenacres, City of	3.52985%	\$ 92,082
Jupiter, Town of	3.71180%	\$ 96,828
Lake Park, Town of	2.37613%	\$ 61,984
Lake Worth, City of	9.86174%	\$ 257,259
Mangonia Park, Town of**	0.47720%	\$ 12,449
Pahokee, City of	3.25961%	\$ 85,032
Riviera Beach, City of	11.88140%	\$ 309,944
South Bay, City of	2.21981%	\$ 57,907
Category II Total	37.31754%	\$ 973,485
Unincorporated PBC	62.68247%	\$ 1,635,165
Category I Total		N/A
GRAND TOTAL	100.00%	\$ 2,608,650

*Final entitlement funds include initial entitlement plus additional entitlement from Category I municipalities.

**Town of Mangonia Park is a Category I municipality that applied for funding.

Attachment C, Summary of CDBG Evaluation Process and Citizen Participation Process

Palm Beach County Housing and Community Development (HCD) utilizes a One-Stage and Two-Stage Process to evaluate activities. Each process utilizes Evaluation Forms with a set of criteria to evaluate the activities. In addition to the determination of eligibility per HUD regulations, the forms include, among other things, activity management, activity need, experience, and past performance.

The One-Stage Process was designed for activities submitted and/or prioritized by municipalities with Target Areas. The Two-Stage Process involves scoring points and is applicable to countywide activities, unincorporated area activities, and activities located in/sponsored by non-entitlement municipalities.

To reduce the processing of applications that are incorrectly prepared or lack sufficient information for staff to perform a proper review and to encourage applicants to submit well-prepared applications, a Review Threshold was established, as described below.

a. **ONE-STAGE PROCESS**

This process applies to those activities submitted by the municipalities, or by agencies whose activities will have an impact on the municipalities' entitlement.

STAGE I: Preparation of the Evaluation Criteria Form for Municipalities and Local Agencies Impacting the Municipalities' Entitlement

The form consists of seventeen (17) sections and one (1) appendix. A description of the Criteria Categories is included in the evaluation form. No scoring points are assigned to this form. The form will be prepared by Planning staff and distributed to other HCD sections, where applicable, for comments.

Funding allocations for municipalities will be based on the results of Stage I and the prioritization submitted by the applicable municipality. Funding allocations will include, where applicable, conditions and observations.

Municipalities and agencies impacting the municipalities' entitlement will not be affected directly by the Review Threshold. However, as part of the application process, municipalities must certify that their endorsed activities will meet a National Objective and that the endorsed agency(s) has the capacity and resources in place to undertake the proposed activity. Municipalities are advised that, should an endorsed activity fail to meet a national objective or an endorsed agency fails to comply or displays difficulty in complying with the contract requirements (e.g., receives monitoring findings), sanctions such as deductions to the municipality's future entitlements may be applied.

b. **TWO-STAGE PROCESS**

The two-stage process applies to countywide activities, activities in the unincorporated area, and activities located/ sponsored by non-entitlement municipalities. It comprises the following two components:

STAGE I: Preparation of the Preliminary Evaluation Criteria Form for Countywide/ Unincorporated Activities or Activities Located/ Sponsored by Non-Entitlement Municipalities

This Form consists of sixteen (16) sections and one (1) appendix. Nine (9) of the sections include scoring points and are described in Appendix A of the form. Scoring points are included to provide a preliminary overall rating of each activity. This preliminary rating represents one instrument that assists staff in arriving at funding suggestions. The form is prepared by Planning staff and distributed to other HCD sections, where applicable, for comments.

- Review Threshold – Applications for activities located in the unincorporated area, having a countywide impact, or located/sponsored by non-entitlement municipalities will be subject to a review threshold of 55 points. This threshold represents 50% of the maximum possible points of 110. The Preliminary Evaluation Criteria Form (Stage I of the Evaluation Process) will be used to determine the points awarded. Applications with less than 55 points will be eliminated from the process and no further information will be requested from these applicants.

STAGE II: Implementation of the Comparative Analysis

A comparative analysis will be performed for the activities that met the requirements of the Review Threshold. The comparative analysis is performed by the CDBG Funding Recommendation Committee at a public meeting where staff presents each application and evaluation results to the Committee. The comparative analysis is based on the following factors:

- Staff Assessment of Urgency
- Assessment of Activity Viability
- Assessment of Activity Feasibility
- Assessment of the Applicant Organizational and Financial Strength
- Assessment of Capability to Administer Grant Funding
- Activity Results/Benefits
- Activity Continuity
- Board of County Commissioners or HUD Directive
- Additional Information, if applicable

The comparative analysis includes use of a scoring form to generate a score for each application based on six (6) of the above-listed factors. The scoring assists in the Committee's formulation of funding recommendations. The Committee also makes recommendations for municipal allocations. The results are then presented to the HCD Director and the Assistant County Administrator. Subsequently, all applicants are notified in writing of the funding recommendations and allocations, and are informed of the scheduled meetings to discuss the Draft Action Plan. Funding recommendations and allocations are presented to the Board of County Commissioners at a regular meeting in the form of the Draft Action Plan and then at a public hearing in the form of the final Action Plan.

During the FY 2009-10 CDBG application process, forty-three (43) applicants submitted applications for fifty-two (52) activities as a result of the Notice of Funding Availability (NOFA) published on November 16, 2008. Subsequent to the application deadline, one (1) applicant withdrew its application for funding, and one (1) application was eliminated from consideration due to the applicant having submitted more than the permitted number of applications. The total amount requested by the applicants for all activities was \$6,576,087 – with a total activity/project cost of \$127,872,659.

Attachment D – ESGP Funding Methodology and Advisory Board Recommendations for FY 2009-10

Palm Beach County has been allocated \$302,730 from U.S. HUD through an entitlement formula under the ESG Program for FY 2008-09. Palm Beach County's ESG Program focuses on assisting non-profit service-provider agencies with funds for operations and maintenance of emergency shelters and transitional housing; for essential services to the homeless; and for homeless prevention activities, as defined by ESGP regulations. Due to the small amount of funds received from HUD, HCD does not award ESGP funds for payment of agency staff salaries, provision of essential services for the homeless, or for the renovation, major rehabilitation, or conversion of structures, although they are eligible activities. An amount of \$15,136 (representing 5% of the county's total allocation) will be reserved to cover some of the HCD staff cost for administering the program. Subrecipient agencies provide services countywide to individuals and families who are homeless (or chronic homeless), or are at risk of becoming homeless. Served within these broad categories are sub-populations identified and/or prioritized by the county or by the continuum of care process.

ESGP Funding Methodology

In order to equitably, impartially and efficiently distribute ESGP funds, Palm Beach County established an independent Advisory Board to make funding recommendations. The recommendations are subject to approval by the Board of County Commissioners (BCC) through ratification of the Action Plan.

The ESGP Advisory Board consists of nine regular members and two alternates. All are required to be non-conflict members and Palm Beach County residents. One member, by regulatory requirement, must be presently or formerly homeless; and all members and alternates are nominated by the Homeless Coalition of Palm Beach County, Inc. Members are appointed at-large by the BCC and serve two-year terms. The Advisory Board's primary objective is to review applications and make funding recommendations for distribution of the ESGP funds. The following describes the process used to arrive at the recommendations:

- The Emergency Shelter Grants Program (ESGP) Application and Evaluation Packet for FY2009-2010 was revised in late 2008 to accommodate revisions recommended by the ESGP Advisory Board.
- The Department of Housing and Community Development (HCD) notified potential applicants that ESGP applications were available through a Notice of Funding Availability (NOFA) published on October 19, 2008 in the *Palm Beach Post* (a newspaper of general circulation).
- HCD received 18 applications from 15 agencies by the application deadline of January 14, 2009. One application was received after the January 14, 2009 deadline and was subsequently returned to the submitting agency. One application was eliminated from review as the activity for which the agency applied for was an ineligible activity. The remainder of the applications were reviewed by HCD staff utilizing the Emergency Shelter Grants Program (ESGP) Evaluation Criteria, FY 2009-2010. Copies of staff's review were presented to each of the ESG Advisory Board Members at the first meeting of the Board held on March 23, 2009.
- All applicants were notified via letter dated April 3, 2009, of the status of their application and requested to respond, in writing, to any comments made, by April 15, 2009.
- On April 27, 2009, at the Board's second meeting, HCD staff made verbal presentation on the findings outlined in each evaluation. Areas of review included ESGP eligibility criteria, justification of need, cost reasonableness and effectiveness, past performance, management capacity, and consistency with local needs identified in the Five-Year Consolidated Plan. All fourteen applicants which had been requested to provide additional information responded by the reporting deadline. Staff

reviewed the agencies' responses and reported the additional information to the ESGP Advisory Board at their April 27, 2009 meeting.

- On May 11, 2009, at the Board's third meeting, the Board elected to apply a minimum score which was to be met if applicants were to be furthered considered for funding. This score eliminated two applicants. The ESGP Advisory Board also made its funding recommendations at this meeting. The thirteen remaining applications, after the threshold score was applied, were all recommended for funding. The funding recommendations comply with the spending caps which limit spending in the Homeless prevention category to a maximum of 30% of the total ESG allocation. The Advisory Board had previously elected not to fund any activity that fell under the Essential Services category.
- The Advisory Board's fourth meeting was held June 1, 2009. The Board reviewed its ESG funding recommendations and discussed new methodology for administering the program which will reduce the administrative time spent by County staff on this aspect of the program.
- The fifth meeting, scheduled for September 2010, will review and update the ESG application packet.

ESGP Recommendations

Palm Beach County is slated to receive \$302,730 under the ESG Program for FY 2009-2010. After deducting the statutory 5% (\$15,136) eligible for use as program administration a balance of \$287,594 was available for distribution to eligible non-profit agencies who responded to the Notice of Funding Availability. Sixteen (16) applications were received for a total of \$622,838 in funding requests. The Advisory Board has recommended that FY 2009-2010 ESGP funds be distributed to 12 applicant agencies to assist the 13 projects for which funds were requested. The following is a tabulation of the funding recommendations based on eligible funding categories: Operations & Maintenance: \$227,049 (75%) and Homeless Prevention \$60,545 (20%). Under ESGP regulations, not more than 30% of the total allocation may be used for "Homeless Prevention" to assist households at risk of becoming homeless. The funding recommendations do not exceed these caps. Table D-1 shows the ESGP Advisory Board funding recommendations and the number of proposed beneficiaries, set forth by eligibility category.

ESGP regulations require the provision of at least a dollar-for-dollar match for the amount of ESGP funding received. Palm Beach County's policy is for this dollar-for-dollar match to be provided by the subrecipient agencies. This may be in cash or in-kind. An in-kind match may include the value of any material or building used in carrying out the ESG activity; the value of any lease paid on a building used for sheltering the homeless; any salary paid to agency staff working in support of carrying out the ESG activities; or the time and services contributed by volunteers to carry out ESG activities, calculated at \$5.00 per hour.

**Table D-1
ESGP Funding Recommendations for FY 2009-10**

Agency	Amount Requested	Recommended Funding			Beneficiaries		
		\$			-Individuals-		
		OM	HP	Total	OM	HP	Total
Adopt-A-Family of the Palm Beaches	\$23,545	-	\$23,545	\$23,545	-	105	105
Aid to Victims of Domestic Abuse	\$25,000	\$25,000	-	\$25,000	250	-	250
Children's Case Management Organization.	\$24,000	\$9,405	\$12,000	\$21,405	120	285	405
Children's Home Society of Florida	\$25,000	\$21,404	-	\$21,404	314	-	314
Children's Place at Home Safe	\$25,000	\$21,404	-	\$21,404	30	-	30
Center for Family Services .	\$70,000	\$21,404	-	\$21,404	60	-	60
Faith-Hope-Love-Charity	\$25,000	\$21,404	-	\$21,404	108	-	108
Farmworker Coordinating Council	\$70,000	-	\$25,000	\$25,000	-	240	240
Florida Resource Center for Women & Children	\$32,100	\$21,404	-	\$21,404	100	-	100
The Lord's Place – Family Shelter	\$57,020	\$21,404	-	\$21,404	160	-	160
The Lord's Place – Men's Recovery Shelter	\$45,633	\$21,404	-	\$21,404	160	-	160
Salvation Army	\$50,000	\$21,412	-	\$21,412	275	-	275
Young Women's Christian Association (YWCA)	\$30,540	\$21,404	-	\$21,404	454	-	454
Total	\$502,838	\$227,049	\$60,545	\$287,594	2,031	630	2,661
Statutory Spending Caps		\$287,594 (n/a)	\$90,819 (30%)				

Attachment E – HOME Program Description for FY 2009-10

The HOME Program was created by the 1990 Cranston-Gonzalez National Affordable Housing Act. The purpose of this program is to allocate funds to eligible participating jurisdictions (PJs) to strengthen public/private partnerships for the provision of affordable housing opportunities for low and very low income households. In Palm Beach County, the HOME Program is administered by the Department of Housing and Community Development.

a. Entitlement Amount

A sum of \$2,799,335 has been allocated to Palm Beach County as an entitlement under the HOME Program for FY 2009-2010. The Federal regulations which govern the implementation of the HOME Program require that at least 10% of HOME Program allocation be spent on program administration and planning and on activities and 15% on CHDO administered activities. The specific amounts which will be set-aside by Palm Beach County to fund these eligible costs under the HOME Program are outlined below:

- *Program Administration and Planning: \$279,933* representing 10% of the overall Allocation to Community Housing Development Organizations (CHDOs) to administer HOME program activities: *\$419,900* representing 15% of the overall HOME Program Allocation (the regulations require that at least 15% of the grant to be used for activities/projects that are implemented by CHDOs). The following eligible activities may be funded:
 - ❖ rehabilitation of existing single family housing or new construction of single-family housing for first time homebuyers (FTH);
 - ❖ direct homeownership assistance (i.e., down-payment and gap financing) to FTH;

The remaining seventy-five percent (75%) of the entitlement \$2,099,502 is not subject to any HUD-mandated set aside and HCD proposes to use these funds on the following activities:

- *CHDO Operating Expenses: \$139,967* representing 5% of the overall HOME Program allocation (the regulations allows for up to 5% of the grant to be used to fund for CHDO operating expenses).
- *HCD administered Countywide Second Mortgage Subsidy Program for First-time Homebuyers: \$1,959,535.* Under this program, HCD proposes to subsidize the acquisition of single-family homes and vacant lots for construction of houses for very-low and low-income families who are first-time homebuyers. This program will be administered by HCD in collaboration with selected not-for-profit housing providers.

Summary of HOME Funding and Beneficiaries

Table E-1 shows that approximately 30 first-time homebuyers will benefit from the FTH program that is slated for implementation under the HOME Program. Utilizing a subsidy of \$65,000 per household, the HOME Program will provide homeownership benefits to thirty (30) households under the HOME funded Countywide Second Mortgage Program and seven (7) under the CHDO Administered Program.

Table E-1

Programs	Funding Source/Amount		Households/Units Assisted	
	HOME	Grand Total	HOME	Grand Total
CHDO Administered Program	\$419,900	\$419,900	7	7
2 nd Mortgage Program	\$1,959,535	\$1,959,535	30	30
Sub-Total (Owners)	\$2,379,435	\$2,379,435	37	37
Competitive Rental	N/A	N/A	N/A	N/A
Grand-Total	\$2,379,435	\$2,379,435	37	37

Matching Contributions

The HOME Program regulations requires each participating jurisdiction to contribute, as matching contribution, not less than 25% of the funds drawn from its HOME Investment Trust Fund Treasury account in that fiscal year. This contribution is required only for certain activities. For Palm Beach County, during FY 2009-10, this will be no less than 25% and shall apply to the following programs: CHDO Administered Program and Countywide 2nd Mortgage (first-time homebuyer activity) Program. To meet the HOME match requirement, Palm Beach County will make available \$699,834 from the PBC Universal Housing Trust fund (\$450,00) and SHIP unobligated program income (\$144,859).

Proposed HOME Projects

In previous years, Palm Beach County used the Community 2020 Planning Software provided by HUD to assist in the preparation of its Action Plan. Community 2020 provided a vehicle for identifying and describing each individual proposed activity/program. In an effort to bridge the gap, however, between the Community 2020 software and the new Consolidated Plan Management (CPMP) Tool, Palm Beach County decided to utilize the Excel spreadsheet called "Projects" provided within the CPMP Tool to identify and describe each of the County's proposed activities and programs. Much like the Community 2020 software, each activity spreadsheet yields a detailed one-page summary of all the information HUD requires the County to submit. As such, five Proposed Project Forms – in the form of CPMP "Project" spreadsheets – detailing FY 2009-10 HOME activities can be found in Appendix 4 of the Draft Action Plan.

HOME Priority Needs and Objectives

Programs to be sponsored by the HOME Program will address, to varying degrees, specific priorities recognized in the Five Year Plan for FY 2005-2010. Table E-2 illustrates the correlation between the HOME Program and these priorities.

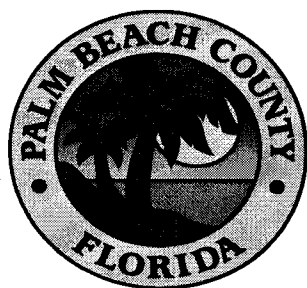
Table E-2

HOME Program	Activity Type	Priorities Addressed
CHDO Administered Activities	Rehabilitation of existing single family housing or new construction of single-family housing for first time homebuyers (FTH); direct homeownership assistance (i.e., down-payment and gap financing) to FTH.	Potential Homeowners: High, Medium
Countywide First-time Homebuyer (single family) Program	Acquisition of Real Property Acquisition/Rehabilitation, or New Construction.	Potential Homeowners: High, Medium

Attachment # **F**

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AGENDA ITEM
CONTAINS MORE THAN 50 PAGES
IT MAY BE VIEWED IN
COUNTY ADMINISTRATION



DRAFT PALM BEACH COUNTY ACTION PLAN

OCTOBER 2009 – SEPTEMBER 2010

**Palm Beach County
Department of Housing and Community Development**

**160 Australian Avenue, Suite 500
West Palm Beach, FL 33406
(561) 233-3616**

June 2009



PALM BEACH COUNTY DRAFT ACTION PLAN

October 2009 - September 2010

Palm Beach County Board of County Commissioners

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June 2009

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**PALM BEACH COUNTY ACTION PLAN
FY 2009-10
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